

The Chester Township Board of Trustees met in **Regular** session on **Thursday, January 22, 2026** in the Town Hall Meeting Room at **6:30 PM** Chairman Craig S. Richter presided.

**Roll Call:** All Trustees and the Fiscal Officer were present.

**Pledge of Allegiance to the Flag**

The Board led the audience in reciting the Pledge of Allegiance to the Flag.

**Leading Motion #: 2026-019**

**Presentation: Bonds by Greg Van Wagnen from Sudsina and Associates**

Greg Van Wagnen of Sudsina and Associates outlined bond financing options for the proposed construction of a new township road garage. The township is considering the use of existing inside millage (with no new levy) to finance the estimated \$3.5 million project over time. Bond terms ranging from 10 to 30 years were reviewed; however, no decisions were made at this meeting.

**Executive Session**

**2026-19** Mr. Richter moved to enter into executive session at 7:13 PM pursuant to Ohio Revised Code 121.22 G(3) conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Mr. Davis seconded. Roll call vote: Mr. Richter, yes; Mr. Radtke, yes; Mr. Davis, yes. Motion passed.

Invited into the executive session is Attorney Andrea Ziark via telephone, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

The Board reentered public session at 7:34 PM.

Attorney Andrea Ziarko left the meeting via telephone at 7: 28 PM.

**Approval of Minutes**

**2026-20** Mr. Richter moved to approve the Board of Trustees meeting minutes for 1/8/26 as presented to the Board by the Fiscal Officer and to waive the reading of the minutes. Mr. Davis seconded. Vote unanimous; motion passed.

**Department Business- Road**

**12545 & 12530 Chesterfield Lane Blind Connections to Our Road Pipes**

Philip Snyder, a resident of Chesterfield Lane, addressed the Board regarding concerns affecting his property, specifically his newly installed driveway. It was noted that possible blind connections to the township road pipes may be contributing to drainage issues. Trustee Radtke stated he would contact the Road Superintendent to obtain additional information and better understand the issue.

**Road Garage**

Trustee Davis made a clarifying statement that he is not opposed to the Road Department garage and is supportive of significant improvements to the Road Department facilities. He stated that his intent is to ensure the right decisions are made regarding the design and overall plan for the facility.

The Board agreed to move forward with public bid for the Road Department Garage.

**2026-21** Mr. Richter moved to approve the recommendation of the Chester Township Road Superintendent and recognize current employee Thomas Mansfield's prior years' service credit, working for another political subdivision of the State of Ohio and award him an additional 40 hours of vacation leave, on an annual basis. Any future increases in vacation leave, shall comply with the terms, as defined within the Collective Bargaining Agreement.

Mr. Davis seconded. Vote unanimous; motion passed.

**2026-22** Mr. Richter moved to approve the advertisement in the Maple Leaf, News Herald and the Township website of various material bids for 2026 which will be received by the Chester Township Trustees, 12701 Chillicothe Road, Chesterland, OH, 44026 until 12:00 PM March 19, 2026, for the furnishing and delivery of Township storage facility materials of various quantities of anti-skid materials, limestone, clay, aggregate and asphalt and asphalt products. Bids are intended to be opened and read aloud at the Board of Trustees meeting scheduled for March 19, 2026, at 6:35 PM.

Mr. Davis seconded. Vote unanimous; motion passed.

**2026-23** Mr. Richter moved to approve a PO for the GDP Geotechnical GPD in the amount of \$2700.00 for Geotechnical services using account number 4902-190-360-0000 Capital Projects Road-Contracted Services

Mr. Davis seconded. Roll call vote: Mr. Richter, yes; Mr. Radtke, yes; Mr. Davis, yes. Motion passed.

**2026-24** Mr. Richter moved to approve Road Department expenditures as listed below.

Mr. Davis seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
122-2026	REG	\$1,222.95	Tracey Road Equipment	Bucket Cylinder For Loader
121-2026	REG	\$7,577.50	Road Solution Inc.	Bulk Geomelt 55
117-2026	REG	\$2,700.00	GPD Group/GeoTechnical Services Inc.	Geotechnical SVCS
118-2026	REG	\$1,000.00	GPD Group/GeoTechnical Services Inc.	Sieve Analysis
119-2026	REG	\$4,050.00	Communications Services	Radio Chargers

**Department Business- Fire**

**2026-25** Mr. Richter moved to approve and add the following Memorandum of Understand (MOU) to the 2025 - 2027 collective bargaining agreement between the Chester Township Trustees and the International Association of Firefighters Local 5331 retroactive to January 1, 2026. Mr. Davis seconded. Roll call vote: Mr. Richter, yes; Mr. Radtke, yes; Mr. Davis, yes. Motion passed.

**2026-26** Mr. Richter moved to approve payment to the following individuals for unused 2025 vacation time. Mr. Davis seconded. Vote unanimous; motion passed.

Name	Unused Hours
Eon Osborn	192 Hours
James Valvoda	72 Hours

**2026-27** Mr. Richter moved to approve Fire Department expenditures as listed below. Mr. Davis seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
120-2026	TNN	\$708.40	Classic Ford	Invoice 112536

**Department Business- Police**

**Department Business- Zoning**

**2026-28** Mr. Richter moved to approve and sign the Letters of Appreciation for Kathy Fadorsen and Andy Chess. Mr. Davis seconded. Vote unanimous; motion passed.

**Potential Zoning Amendment Changes for Zoning Commission Consideration**

This item was tabled to a future meeting.

**Special Meeting - Zoning Inspector**

The Board will have a special meeting on Wednesday, February 11, 2026 at 7:00 AM for the Zoning Inspector, Chris Alusheff to discuss the annual zoning update.

**New Business**

**Township Banking**

Mr. Richter and Mrs. Jarrett explained the township’s banking procedures, including the bank reconciliation process, and reviewed both past and current banking locations with Trustee Mr. Davis.

**2025 Stormwater Reporting (February 7)**

The Road Superintendent, John Onyshko, will need to document how many inspections have taken place, along with other miscellaneous items related to the reporting.

### **Grants for Brownfield Clean-Up**

The Chester Tavern property was discussed in relation to an orphan underground storage tank for which no ownership has been established and a No Further Action letter for tank closure has not been received.

The property owner is seeking funding to address the issue and requested a letter of support from the Township to assist in pursuing grant funding and achieving final closure of the site.

### **Scrap Tire Grant**

Road Department Administrative Assistant Lisa Luoma has filed for the Scrap Tire Grant. The remaining grants include the Go Green Grant and the Drop-Off Improvement Grant. The Board will compile ideas for the use of these grant funds.

The Township did not spend the 2025 grant funds and the current balances are \$3,500 in the Go Green Grant and \$15,000 in the Drop-Off Improvement Grant. . Grant funds from 2025 were designated for paving the exit ramp at the Chester Recycle Park.

Mr. Radtke will complete the 2026 grant applications. Improvements to the Chester Recycle Park entrance and exit, as well as a community paper shred day, were discussed.

### **Website Improvements and Updates**

Mr. Davis is asking the Board's approval to use his personal marketing firm to make improvements to the Township website. Formatting and additional buttons were a couple of the suggested improvements by Mr. Davis. The board will need more time and information for consideration and will continue to discuss.

### **2025 Community Survey Results**

The Land Use Plan Committee is finalizing the results of the 2025 community survey and is developing a plan to present the findings at a public meeting. Mr. Radtke suggested compiling a summary of the results to be published in the local newspaper to inform the broader community.

### **HB335 Impact Analysis / Status**

Mr. Davis inquired about the potential impact of House Bill 335 on the Township. Mrs. Jarrett noting that it may affect inside millage. The elected officials will seek additional information on this topic. An informational program on property taxes will be held at Auburn Career Center on Monday, January 26, 2026, at 5:30 p.m. Mr. Radtke plans to attend.

**2026-29** Mr. Richter moved to approve and sign the 2025 Township Highway System Mileage Certification as approved by the Road Superintendent and return an original to the County Engineer's office.

Mr. Davis seconded. Roll call vote: Mr. Richter, yes; Mr. Radtke, yes; Mr. Davis, yes. Motion passed.

**Township Park**

**2026-30** Mr. Richter moved to approve the use of Chester Township properties as listed below:

Mr. Davis seconded. Vote unanimous; motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
Girls Scouts / Caroline Yeager	4/18/26	Thall Pk Lot / Meeting Rm	10AM- 12PM	Unite Way Book Drive
Diana & Kenny Modelski	2/28/26	Thall / Gazebo	4:30 -5:15 PM	Wedding

**Financial Items**

**2026-31** Mr. Richter moved to approve financial transactions as listed below.

Mr. Davis seconded. Vote unanimous; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
Per. Motor Vehicle Lic. Tax	\$4,050.00	2231-330-360-0000	2231-760-740-0000	Temp. Commserve PO

CHECKS		
Date	Starting No.	Ending No.
1/27/26	88547	88554
1/22/26	88555	88600
Fiscal Officer's note: the last check number used on 1/8/26 was 88546		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
1/27/26	71-2026	81-2026	Payroll
1/27/26	83-2026	154-2026	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
1/26/26	70-2026	70-2026

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
156-2026	First National Bank EFTPS	\$31,939.50	1/27/26	Employee & employer withholding – Federal
159-2026	Ohio Department of Taxation	\$181.42	2/13/26	Employee & employer withholding – Local School Dist.
157-2026	Treasurer, State of Ohio	\$5,195.31	1/27/26	Employee & employer withholding – State
158-2026	Regional Income Tax Agency (RITA)	\$2,247.60	2/13/26	Employee & employer withholding

**Fiscal Officer's Report**

Fiscal Officer Patricia Jarrett worked on Bureau of Workers' Compensation (BWC) matters and year-end closing. The Independent Funds are due by January 31. Mrs. Jarrett will provide the Board of Trustees with the total assessed property values once received.

**Open/Ongoing Items**

**Superintendent Community Committee**

The Board discussed a trustee liaison and an alternate to attend the Superintendent Community Committee. The next meeting is Wednesday, January 28, 2026.

**2026-32** Mr. Richter moved to appoint Brandon Davis as the Trustee Liaison and Craig Richter as alternate Trustee Liaison to the Superintendent Community Committee. Mr. Davis seconded. Vote unanimous; motion passed.

### **Open for Business Campaign**

Mr. Davis requested feedback from the elected officials regarding his concept. Mr. Radtke shared his thoughts on the use of open spaces and expressed sensitivity to how the Township communicates information, particularly concerning for-profit entities. Mr. Radtke will consult the assistant prosecutor to advise.

### **America 250 Chester**

The Board shared several ideas to commemorate the 250th anniversary of America within the township and to coincide with activities involving West Geauga School District and surrounding communities. Various potential activities and initiatives were discussed for consideration, with the intent to further develop and refine ideas at a future meeting.

### **Legal Services RFQ**

Mr. Davis reported that he has gathered information and recommended formalizing the process for seeking legal services.

### **Upcoming Items/Deadlines**

**OTA Winter Conference February 4<sup>th</sup>-6<sup>th</sup>**

### **Discussions**

#### **Zoning Inspector Title**

Discussion of this item was tabled to a future meeting.

#### **Flower Baskets / Boxes**

Resident Joe Mazzurco discussed flower baskets for display for the corner of RT 306 and RT 322.

#### **Finalize 2026 Appropriations**

The item will be discussed at the Special Meeting on Monday, January 26, 2026 at 7:00 AM

**Government Update-** 1/22, KR; 2/5, BD; 2/19, CR

### **Executive Session**

**2026-33** Mr. Richter moved to enter into executive session at 8:54 PM pursuant to Ohio Revised Code 121.22 G(4) reviewing negotiations with public employees concerning their compensation and other terms and conditions of their employment.

Mr. Davis seconded. Roll call vote: Mr. Richter, yes; Mr. Radtke, yes; Mr. Davis, yes. Motion passed.

Invited into the executive session is Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

The Board reentered public session at 9:12 PM.

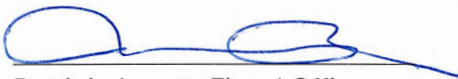
**Township Administrator**

The Township Administrator will speak with the Road Superintendent and the Fire Chief regarding the fence that came down at the back of the property. In the meantime, John has used this opportunity to move equipment across the backside of the Fire Department. Aesthetically, the fence will be reinstalled.

**ADJOURNMENT:**

There being no further business before the Board, Mr. Richter adjourned the meeting at 9:13 PM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer

2/5/26  
Approval Date / Motion # 2026-36



Craig S. Richter, Chairman

Ken Radtke Jr., Vice-Chairman



Brandon Davis, Trustee