

The Chester Township Board of Trustees met in **Regular** session on **Thursday, March 19, 2026** in the Town Hall Meeting Room at **6:30 PM** Chairman Craig S. Richter presided.

6:35 PM Opening of the Bids for 2026 Furnishing and Delivery of Various Road Materials

2026-103 Mr. Richter moved to waive the reading of the legal notice for the 2026 furnishing and delivery of various road materials for Chester Township and open the bids.

Mr. Davis seconded. Roll Call Vote: Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Note: The Material Bids are attached.

2026-104 Mr. Richter moved to forward the 2026 material bids to the Road Superintendent for his review and recommendation.

Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

6:40 PM Presentation: Superintendent of Metzenbaum Center – Dave Carlson

Dave Carlson, Assistant Superintendent of the Metzenbaum Center, provided an overview of the Center and the services it offers. The Center served over 1,200 individuals with developmental disabilities in Geauga County last year through programs such as family support, occupational therapy (OT), physical therapy (PT), and speech services.

Mr. Carlson noted that approximately 75% of the Center's revenue comes from property taxes and is not impacted by property value changes. He also encouraged referrals for individuals with developmental disabilities who may benefit from the Center's services.

2026-105 Mr. Richter moved to approve and create a purchase order in the amount of \$10,106.57 for The Illuminating Company "A First Energy Company", as it relates to the installation and re-direction of power relating to the site preparation phase of the Road Department Garage. This approval shall be made payable to the Illuminating Company, Attn 371422615, 500 Ross Street 154-0470, Pittsburgh, PA. 15262 from the following Township account: Road Department / Reserve Fund / Buildings 4902-760-720-0000

Mr. Davis seconded. Roll Call Vote: Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

2026-106 Mr. Richter moved to approve Road Department expenditures as listed below.

Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

PO #	Type	Amount	Payable To	Purpose
139-2026	REG	\$43,000	Watts Excavating LLC	Various Crossover Conduit Replacements
158-2026	REG	\$1,533.75	Geauga Co Engineer	Street Name Signs
164-2026	REG	\$10,106.57	Illuminating Co	Install/Redirection of Power to RD Garage

Department Business- Fire

2026-107 Mr. Richter moved to approve pursuant to Ohio Revised Code 505.10(A) the disposal of items listed in the table below through GovDeals public auction site. Said equipment is not needed for public use.

Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Year	Make	Model	VIN#
2004	Ford	E-450 Ambulance	1FDXE45P44HB49818

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2026-108 Mr. Richter moved to approve Fire Department expenditures as listed below. Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

PO #	Type	Amount	Payable To	Purpose
166-2026	REG	\$5,964.00	Visual Armor Security	Purch & Install Hardware to Support Online Training & Remote Meetings
161-2026	REG	\$1,570.84	FNB Comm. Credit Card	Feniex Invoice Inv207210

Department Business- Police

2026-109 Mr. Richter moved to approve Police Department expenditures as listed below. Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

PO #	Type	Amount	Payable To	Purpose
163-2026	TNN	\$2,549.72	Preston Ford	Rack & Pinion Replacement C-10

Department Business- Zoning

New Business

FirstEnergy Moves Forward with LED Streetlights (KR)

The Board reported that FirstEnergy will replace streetlights with LED fixtures on an as-needed basis rather than all at once, as full replacement was more costly. This approach follows the contract approved approximately two years ago.

Gateway Newsletter Article (BD)

Mr. Davis requested that the Township newsletter The Gateway, include a visual display of the budget versus actual expenditures, such as a pie chart or graph.

2026-110 Mr. Richter moved to approve, after the fact, the signing of an agreement between the Chester Township Board of Trustees and 4 J's Management LLC for landscape services on Township properties. Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

2026-111 Mr. Richter moved to approve and establish a purchase order for the 2026 landscaping services, in the name of Four J's Management LLC, 8380 Kirkwood Drive Chester Township, OH 44026 for the following Township properties as listed in the table below. Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Bidder Name/Address	Year	Period of Service	Parkside	Townhall	Fire Department	TOTAL
Four J's Management LLC, 8380 Kirkwood Dr. Chester Township, OH 44026	2026	April 1 – November 30	\$26,120.00	\$4,600.00	\$3,100.00	\$33,820.00

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2026-112 Mr. Richter moved to approve and accept the Geauga County Engineer's Office assignment of an address for Parcel # 11-389360 to 12755 Caves Road.

Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

2026-113 Mr. Richter moved to approve and sign a cemetery deed for the sale of the following plot(s) listed below.

Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

DEED #	SECTION	PLOT	SITE(S)
2026-004	1	046	1

Donation

From/Name	Donation Received	Purpose
Craig S. Richter	\$555.00	Decals for America 250

Township Park

2026-114 Mr. Richter moved to approve the request of the Action Club of Geauga to utilize Parkside Park and waive all associated fees for their planned summer concerts on the following Friday afternoon's, from 10am to 2pm: June 19th, June 26th, July 10th & July 27th.

Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

2026-115 Mr. Richter moved to approve the use of Chester Township properties as listed below:

Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
Metzenbaum Foundation, Cardinal Therapy, Reese Disability See Letter Attached	Wednesdays: 6/3, 6/10, 6/17, 6/24	2 -Pickleball Courts	10:30 am-12 pm	Pickleball 101 Course
WG Baseball Federation Girls U12 & U14	4/27 through 7/18	Baseball Field-Parkside	M-F 5pm-9pm/ Sat. 9-4pm	League
WG Baseball Federation Adult Co-Ed	7/17 through 8/15	Baseball Field	Fri. & Sat. 6pm-11pm	League
WG Baseball Federation T-Ball	4/20 through 7/11	Recycle Park Ball Field	M-F 5pm-9pm Sat	League
Girl Scout Troop #70554 / Sara Taurasi	5/3/26	Pickleball	4-6PM	Event

Financial Items

2026-116 Mr. Richter moved to approve the 2026 Permanent Appropriations in the amount of \$13,776,179.01 as submitted by the Fiscal Officer.

Mr. Davis seconded. Roll Call Vote: Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

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2026-117 Mr. Richter moved to approve the following increases in revenue for the two following accounts as provided and requested by the Fiscal Officer.

Mr. Davis seconded. Roll Call Vote: Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

INCREASE IN REVENUE		
ACCOUNT#	TYPE	AMOUNT
2271-539-0000	Enforcement & Education Fund, Other State Receipts	\$20,000.00
2281-892-0000	Fire & Rescue Ambulance and EMS	\$200,000.00

2026-118 Mr. Richter moved to approve the adoption of the Roth 457 Option with Ohio Deferred Compensation.

Mr. Davis seconded. Roll Call Vote: Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

2026-119 Mr. Richter moved to approve financial transactions as listed below.

Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
GEN	\$625.00	1000-130-150-0000	1000-110-599-0300	Visa Invoice
PD	\$2,549.72	2081-760-730-0000	2081-210-323-0301	Preston Ford
Capt. Proj. RD	\$10,106.57	4902-190-360-0000	4902-760-720-0000	Illuminating Co PO
FD	\$7,000.00	2111-930-930-0000	2111-760-740-0315	Visual Armor Security PO

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	165-2026	REG	\$7,500.00	Shawn Day	Cleaning of Parkside & Restrooms

CHECKS		
Date	Starting No.	Ending No.
3/24/26	88770	88777
3/19/26	88778	88821

Fiscal Officer's note: the last check number used on 3/5/26 was 88769

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
3/24/26	406-2026	406-2026	Payroll
3/24/2026	408-2026	482-2026	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
3/19/2026	488-2026	488-2026

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
487-2026	First National Bank EFTPS	\$24,973.00	3/24/26	Employee & employer withholding – Federal
486-2026	Ohio Department of Taxation	\$144.11	4/13/26	Employee & employer withholding – Local School Dist.
484-2026	Treasurer, State of Ohio	\$4,114.98	3/24/26	Employee & employer withholding – State
485-2026	Regional Income Tax Agency	\$2,143.44	4/13/26	Employee & employer withholding

Fiscal Officer's Report

The Fiscal Officer reported that First National Bank requested a list of Township assets and debts in connection with the potential borrowing for the new Road Department Service Garage. The list was compiled using information from the Township's insurance.

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The Fiscal Officer also received an inquiry from a reporter regarding real estate tax income. While the County reported 63%, the Fiscal Officer stated the Township's calculation is approximately 83% when including inside millage.

Additionally, an outside audit has been scheduled for mid-April.

Open/Ongoing Items

Open for Business Campaign (BD / MP)

No update at this time

America 250 Chester and US Flags & Solar Lights

Mr. Davis suggested installing U.S. flags with solar lights on every other pole and along the fence surrounding the park in celebration of America 250. The flags will go up prior to Memorial Day.

Outside Legal Counsel (BD)

No update at this time

Limited Home Rule (ALL)

No update at this time

NOPEC Community Sponsorship (4/30/2026) (KR)

NOPEC Energized Community Grant (6/30/2026) (KR)

Upcoming Items/Deadlines

Land Use Plan Survey Results – Community Forum – March 31st at 6:00pm at Mayfield United

Methodist Church, 7747 Mayfield Road, Chesterland

Advertisement will be placed for a Special Meeting for the Board of Trustees' attendance to the Land Use Plan survey results community forum.

Memorial Day Speaker (BD) / Ceremony Monday, May 25th at 10AM (ALL)

The Board members will search for a speaker for the Memorial Day Ceremony held at the Chester Township Cemetery.

Discussions

2026 Road Department / Operating Levy (ALL)

No discussion at this time

ALS Awareness Month Proclamation Request

The Trustees discussed various ways to recognize and support organizations through proclamations, displays and on the electronic sign. The discussion will continue and no decision was made.

Government Update- 3/19, BD; 4/2, KR; 4/16, CR

2026 Material Bid Tab.

			concrete		LIMESTONE					CLAY	ICE CONTROL		ASPHALT			RIP-RAP MATL			
			LSM	MS	4	8	9	57	411	304		9 Gravel	Ice Grit	301	448-1 Sur	448-2 Inter	Type B	Type C	Type D
BID #	Company Name	Bond or Check																	
1	Arms Trucking	Bond			\$33.80	\$35.35	\$34.40	\$28.10	\$27.55	\$18.95		\$24.50					\$68.50	\$62.00	\$59.25
2	Soltis & Sons	Bond				\$37.12	\$37.12	\$31.20	\$30.22	n/a		n/a					\$67.00	\$60.50	\$58.00
3	Shelly Materials	Bond			\$40.20	\$43.75	\$40.65	\$32.90	\$30.05	n/a		n/a					\$72.55	\$72.55	\$68.85
4	Allied Corporation	Bond												\$68.75	\$81.75	\$69.75			
5	Cuyahoga Asphalt Mate	Bond												\$78.00	\$90.00	\$80.00			
6	Kokosing Materials	Bond												\$78.00	\$90.00	\$80.00			

ALL PRICES PER TON UNLESS OTHERWISE NOTED
 53 male submitted

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ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 7:47 PM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer

4/2/2026 Motion # 2026-124

Approval Date



Craig S. Richter, Chairman

Absent



Ken Radtke Jr., Vice-Chairman



Brandon Davis, Trustee