

The Chester Township Board of Trustees met in **Regular** session on **Thursday, April 2, 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 #: 2026-122

Mr. Boccuzzi

Mr. Boccuzzi discussed his interest in opening a bar/restaurant in the vacant space formerly occupied by Pari Indian Cuisine restaurant, adjacent to Versare Café & Market. He inquired about the process for obtaining a liquor license.

2026-122 Mr. Richter moved to approve and award the bids for the furnishing and delivery of various road materials to the lowest or best bidders as recommended by the Road Superintendent and documented in the table below, and sign and enter contract with Arms Trucking Company, Soltis & Sons and Allied Corporation. Attached hereto.
Mr. Davis seconded. Roll call vote: Mr. Richter, yes; Mr. Radtke, yes; Mr. Davis, yes. Motion passed.

2026-123 Mr. Richter moved to award the bid for the Resurfacing of Various Roads in Chester Township RS-CHE-V-2026 listed below as recommended and approved by the Geauga County Engineer.
Mr. Davis seconded. Roll call vote: Mr. Richter, yes; Mr. Radtke, yes; Mr. Davis, yes. Motion passed.

Project No.	Project Name	Awarded to	Amount
RS-CHE-V-2026	Resurfacing Various Roads	Karvo Companies	\$1,048,372.00

Approval of Minutes

2026-124 Mr. Richter moved to approve the Board of Trustees meeting minutes for 3/19/26 ,special meeting minutes for 3/26/26 and 3/31/26 as presented to the Board by the Fiscal Officer and to waive the reading of the minutes.
Mr. Davis seconded. Mr. Richter, absent; Mr. Radtke, yes; Mr. Davis, abstain. Motion passed.

Department Business- Road

2026-125 Mr. Richter moved to approve and sign Resolution Authorizing Participation in the ODOT 2026-2027 Winter Salt Contract (#018-26, 6000 tons +/- 15%).
Mr. Davis seconded. Roll call vote: Mr. Richter, yes; Mr. Radtke, yes; Mr. Davis, yes. Motion passed.

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2026-126 Mr. Richter moved to approve Road Department expenditures as listed below. Mr. Davis seconded. Vote unanimous; motion passed

PO #	Type	Amount	Payable To	Purpose
182-2026	REG	\$20,000.00	Allied Corporation	Various Asphalt Materials
181-2026	REG	\$4,500.00	Village Outdoors LTD	Hydroseed Materials
180-2026	REG	\$6,500.00	Best Rents LLC	Street Sweeper for Spring Cleanup
177-2026	REG	\$8,000.00	Valore's Truck Painting	Various Truck Body Repairs
176-2026	REG	\$5,000.00	Dover Hydraulics Inc.	Rebuild 3.25 Bore Cylinder for Gradall Repair
175-2026	REG	\$3,984.54	Winter Equipment Co Inc	Carbide Cutting Edges
171-2026	REG	\$5,000.00	Van Curen Services	Various Tree Removal
170-2026	REG	\$7,020.00	Plowops, Inc	GPS Tracking

2026-127 Mr. Richter moved to approve Fire Department expenditures as listed below. Mr. Davis seconded. Vote unanimous; motion passed

PO #	Type	Amount	Payable To	Purpose
173-2026	REG	\$1,221.83	McDonald Equipment Co	Repair FD Generator

2026-128 Mr. Richter moved to approve Police Department expenditures as listed below. Mr. Davis seconded. Vote unanimous; motion passed

PO #	Type	Amount	Payable To	Purpose
172-2026	REG	\$7,412.09	App Architecture	INV 00005 4336.02 PD

2026-129 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
WG Pickleball Club / Barry Leven	3 rd Saturday of each Month of April, May, June, July, August, and Sept.	Pickleball Courts 1 & 2	10-2:00 PM	Fundraising Tournaments for: Court Lighting & Landscaping
Aktion Club of Geauga / Bart Alcorn	6/19, 6/26, 7/10, 7/17	Gazebo	10am-2PM	Music in the Park

2026-130 Mr. Richter moved to approve Engagement Letter for the 2024 and 2025 Audit that will be performed by Charles E Harris & Associates, Inc. Mr. Davis seconded. Vote unanimous; motion passed

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2026-131 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
GEN	\$30,000.00	1000-760-730-1202	1000-610-360-1202	Per MPurchase
GEN	\$13,273.20	1000-760-730-1200	1000-610-323-0076	Per MPurchase
GEN	\$4,035.00	1000-760-730-1200	1000-610-360-1202	Per MPurchase
GEN	\$15,965.00	1000-760-720-1202	1000-610-360-1202	Per MPurchase
RD	\$2,500.00	2031-330-319-0000	2031-760-730-0000	Per JOnyshko
FD	\$5,000.00	2111-220-599-8000	2111-760-740-0325	Per ANagy
RD	\$20,000.00	2031-760-750-0000	2031-330-360-0000	Per JOnyshko

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	186-2026	REG	\$751.65	Staples Business Adv.	Office Supplies-Zoning
GEN	185-2026	REG	\$22,000.00	Illuminating Co	Electricity
GEN	184-2026	REG	\$800.00	Distillata Co	Town Hall Drinking Water
GEN	183-2026	REG	\$5,000.00	Smylies LLC	Town Hall Cleaning
GEN	179-2026	REG	\$1,850.00	CLN Portable Restrooms Service	Portable Restrooms-Parkside Park
GEN	178-2026	REG	\$2,030.00	AT&T Mobility	Telephone

CHECKS		
Date	Starting No.	Ending No.
4/7/26	88824	88832
4/2/26	88833	88862
Fiscal Officer's note: the last check number used on 3/26/26 was 88823		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
4/7/26	489-2026	559-2026	Payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
561-2026	First National Bank EFTPS	\$21,585.90	4/7/26	Employee & employer withholding – Federal
562-2026	Treasurer, State of Ohio	\$3,607.28	4/7/26	Employee & employer withholding – State
563-2026	Public Employees Retirement System	\$60,531.02	4/24/26	Employee & employer withholding – Retirement
564-2026	Ohio Police & Fire Pension Fund	\$23,795.35	4/24/26	Employee & employer withholding – Retirement

Fiscal Officer's Report

Ohio Deferred Compensation Roth IRA is ready and an email was sent to department heads to notify staff.

The audit and bank reconciliation is in progress.

6:56 PM Patricia Jarrett left the meeting.

6:56 PM Mark Purchase served as Clerk Pro Tem

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Department Business- Road

12414 Valley View Enclosure

The Road Superintendent, John Onyshko, explained the history of ditch enclosures in the area of 12414 Valley View. A resident reported water backup during significant rainfall. Mr. Onyshko requested the Board of Trustees' (BOT) guidance on a potential solution.

The board discussed the possibility of the resident covering the cost of materials while the Road Department performs the installation. The Board plans to visit the location to assess the situation. No decision was made at this time.

Driveway Aprons / Overlays

The Road Superintendent reported that several residents on Chesterfield require driveway pipes in preparation for the upcoming road resurfacing. The Board agreed to review and consider a driveway waiver for overlays and directed the Township Administrator to look into the matter further.

Department Business- Fire

Fire Department Business / Job Description - Fire Inspector(s)

The Board was informed that the current fire inspector is retiring. A job description will be created for this position, as historically no formal job description has existed.

2026-132 Mr. Richter moved to approve the following job description for Fire Inspector(s) and include in the Chester Township Policy Manual effective immediately.
Mr. Davis seconded. Vote unanimous; motion passed

Department Business- Zoning

A resident expressed concern and dislike regarding a large structure built by her neighbor. The Board noted that the structure complies with the township's zoning resolution.

New Business

Tuition Reimbursement Program

The Board will consider tuition reimbursement requests on a case-by-case basis.

2026 Western Reserve Land Conservancy Walkthrough

Letters will be sent to residents on or near properties found to be in violation from the results of the walkthrough.

BUSTR / BJAAM Survey

The board agreed that Mr. Radtke will respond to the requested survey.

2026-133 Mr. Richter moved to approve Trustee Ken Radtke Jr. to respond to the Land and Water Survey for investigation of petroleum release at the BP of Chesterland location.
Mr. Davis seconded. Vote unanimous; motion passed

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Township Single Trash Hauler

The Board discussed the possibility of implementing a single trash hauler, including opt-out options, associated costs and the impact of multiple trucks operating throughout the township on different days. No decision was made.

2025 Geauga County OEPA MS4 Annual Report & Annual Request for Appropriation

The Municipal Separate Storm Sewer System oversees the storm drains, ditches, culverts, and drainage systems that carry rainwater runoff (not sewage) into streams and rivers. The program is requesting funding from Chester Township to operate the stormwater program for the 2026 year.

2026-134 Mr. Richter moved to approve the 2025 Geauga County OEPA MS4 Annual Report & Annual request for consideration of appropriations to Geauga SWCD for 2026 in the amount of \$ 4,000.00.

Mr. Davis seconded. Vote unanimous; motion passed.

2026-135 Mr. Richter moved to approve and authorize the Township Administrator to place an order for 50 - 3'x5' US flag kits & 50 - Solar powered flagpole lights for a combined total cost of \$3,964.00, from the Township's Amazon account. These items are being sought in celebration of "America 250"

Mr. Davis seconded. Vote unanimous; motion passed.

2026-136 Mr. Richter moved to approve and accept the Geauga County Engineer's Office assignment of an address for Parcel # 11-199600 to 7885 Mayfield Road.

Mr. Davis seconded. Vote unanimous; motion passed.

2026-137 Mr. Richter moved to approve and sign a cemetery deed for the sale of the following plot(s) listed below.

Mr. Davis seconded. Vote unanimous; motion passed.

DEED #	SECTION	PLOT	SITE(S)
2025-005	C	446	1

Township Park

Park Board's Request for Funding (Operational and Projects), Park Board Go Green Grant ,Park Board Letter

Mr. Radtke spoke regarding the Park Board's funding and grant requests. He expressed concerns about administrative and bureaucratic expenses, noting that they could be performed more efficiently and indicated he is not in favor of providing additional funding to the Park Board at this time. Mr. Radtke has drafted a letter to the Park Board, which is currently under review by the other elected officials.

The Park Board is requesting \$3,500.00 from the Board and plans to apply for a \$3500.00 Go Green Grant, which operates as a reimbursement-based program.

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No decisions were made, with the expectation that the letter to the Park Board will be finalized by the next Board of Trustees meeting.

Resident Joe Mazzurco suggested that when repaving the road inside the park, the Board consider paving the baseball field parking lot at the same time, as it may be more cost-effective to complete both projects together.

Sponsorships

The West Geauga Pickleball Club will be hosting multiple fundraisers throughout the summer to raise money for lighting for the pickleball courts. During discussion of the tournaments, a question was raised regarding advertising signage from sponsors being placed on the pickleball court fencing.

The Trustees indicated they are not in favor of leaving sponsorship signs displayed on the fencing on a permanent basis; however, temporary signage during tournaments was generally agreed upon.

Installing a plaque recognizing sponsors and donors for the pickleball courts was suggested as a permanent alternative.

Lighting for the pickleball courts has not been approved by the Board at this time, and concerns were expressed by Trustee Richter.

Pickleball Fee: Metzenbaum Reservation in June

The board discussed waiving the park application fees for the Metzenbaum Foundation, Cardinal Therapy and Reese Disability pickleball 101 lessons for the 4 dates in June.

2026-138 Mr. Richter moved to waive application fees for Metzenbaum Foundation, Cardinal Therapy and Reese Disability for the use of the pickleball courts. June 3rd, June 10th, June 17th and June 24th 2026, from 10:30 AM- 12 PM.

Mr. Davis seconded. Vote unanimous; motion passed

Open/Ongoing Items

Capital Projects

The Road Department service garage project has been delayed; completion of required paperwork and receipt of funding will determine when the project can proceed to bid and construction, which is anticipated to occur next year.

The Township Administrator will schedule a Teams meeting with App Architecture at the next Board of Trustees meeting to review plans for the new Police Department building, allowing the Board to provide input on the drawings; the Police Department is also pursuing funding for the project.

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Upcoming Items/Deadlines

Memorial Day Ceremony Speaker (ALL)

The Township Administrator will post a notification on the Township app seeking a volunteer speaker for the Memorial Day Ceremony.

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

The Ceremony will be held at the Chester Township Cemetery.

Discussions

2026 Road Department / Operating Levy (ALL)

Mr. Richter will finalize the levy dollar amount for the 2026 Road Department/Operating Levy in preparation for the submission deadline.

Government Update- 4/2, KR; 4/16, CR; 4/30, BD

Executive Session

2026-139 enter into executive session at 8:53 PM pursuant to Ohio Revised Code 121.22 (G) (1)) to consider compensation of a public employee(s)

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.

The Board reentered public session at 9:00 PM.

2026-140 Mr. Richter moved to approve and clarify in this after the fact motion that the Conditional Offer of Employment, issued to Thomas Bowser on February 5th, 2025, includes all prior years of service with the Cleveland Police Department, when calculating the total earned level of vacation leave. This will furthermore align with and coincide with the terms of the collective bargaining agreement.

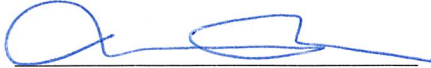
Mr. Davis seconded. Vote unanimous; motion passed

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ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 9:01 PM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer

4/16/2026 Motion# 2026-142

Approval Date



Craig S. Richter, Chairman



Ken Radtke Jr., Vice-Chairman



Brandon Davis, Trustee