

The Chester Township Board of Trustees met in **REGULAR** session on **Thursday, June 25, 2026** in the Town Hall Meeting Room at **6:34 PM** Chairman Craig S. Richter presided.

Leading Motion #: 2026-241

Roll Call:	Present:	Craig S. Richter, Chairman Brandon Davis, Trustee
	Absent:	Ken Radtke, Vice-Chairman Patricia Jarrett, Fiscal Officer
	Clerk Pro Tem:	Mark Purchase, Township Administrator

Pledge of Allegiance to the Flag

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

Presentation: Jack Knoop / Eagle Scout Project

Jack Knoop returned to the Board to present the final plan for his Eagle Scout project at the Township-owned property located at 112255 Chillicothe Road. The project focuses on improving fish habitat and enhancing the park through the installation of fish habitat structures. Jack previously presented the project proposal to the Board in February 2026, explaining that the location is personally meaningful because it is where he learned to fish and where he has observed a decline in the fish population. Jack plans to begin installation of the project improvements sometime in July 2026.

2026-241 Mr. Richter moved to approve and authorize Jack Knoop to initiate and complete his "Eagle Scout" project in the pond of Township owned property, located at 11255 Chillicothe Road. Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Approval of Minutes

2026-242 Mr. Richter moved to approve the Board of Trustees meeting minutes for 6/11/26 as presented to the Board by the Fiscal Officer and to waive the reading of the minutes. Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Department Business- Road

Alan Suhy Ditch Encloser Request & Response

The Board discussed Mr. Alan Suhy's request for the Township to enclose the roadside ditch adjacent to his property. Mr. Suhy removed the existing enclosure, and the gas main was located.

Trustee Craig Richter reiterated that he is not in favor of enclosing the ditch. After discussion, the Board denied Mr. Suhy's request for the Township to install or financially fund a ditch enclosure. If Mr. Suhy wishes to enclose the ditch at his own expense, he may do so after obtaining the required permit from Geauga County. The Township Administrator will notify Mr. Suhy of the Board's decision.

Road Superintendent John Onyshko reported that a resident on Spruce Drive emailed the Road Department regarding recurring flooding that occurs several times each year. The concern has been forwarded to the Geauga County Engineer's Office for investigation.

The Chester Township Board of Trustees met in **REGULAR** session on **Thursday, June 25, 2026** in the Town Hall Meeting Room at **6:34 PM** Chairman Craig S. Richter presided.

Mr. Onyshko also noted that the Kirkwood, Cranwood, and Spruce Drive area have experienced higher water levels than in previous years, contributing to the drainage concerns.

RS-CHE-V-2026 Chesterfield Lane / Recommendation GGEO

Mr. Onyshko reported that Chesterfield Lane has experienced significant deterioration, with the existing asphalt showing deflection when a Road Department truck traveled over the roadway. He explained that the roadway is continuing to crumble, and there is concern that resurfacing equipment could further damage the road before repairs are completed.

After further evaluation, an alternate construction method was recommended that would pulverize the existing pavement into the subbase. This method would raise the roadway by approximately 3 inches but is expected to save the Township approximately \$7,000 while avoiding the substantially higher cost of full-depth reconstruction.

After discussion, the Board agreed to proceed with the pulverization method as the most practical and cost-effective solution to preserve Chesterfield Lane without undertaking a full roadway reconstruction.

Chester Township Cemetery New Section Well Pump

The Board discussed installing a well pump to serve the new section of the Chester Township Cemetery. A quote of approximately \$7,000 was received for the project. Mr. Richter suggested obtaining additional quotes before proceeding. The Board agreed to revisit the matter after further review and consideration.

Wedgefield & Wedgewood Drive Response

Trustee Brandon Davis and Trustee Craig Richter inspected Wedgefield Drive and Wedgewood Drive areas in response to resident concerns regarding traffic visibility and a blind spot. The Board noted that additional grass cutting may improve sight distance, and new traffic signs have been ordered for the area.

The Board also discussed resident requests to resurface Wedgefield Drive. Due to funding limitations and the fact that Wedgefield Drive is not currently included on the Township's upcoming resurfacing schedule, the Board agreed to have the Road Department perform necessary roadway repairs rather than proceed with resurfacing at this time.

Northwest Corner of Cottrell and Opalocka

Mr. Richter and Mr. Onyshko discussed a resident's concern regarding holes that have developed in her driveway and her request for the Road Department to make repairs. Mr. Onyshko explained that the drainage system may be contributing to the issue.

Mr. Onyshko further explained when the ditch enclosure was removed, it left the ditch immediately adjacent to the roadway berm. As an alternative to replacing the enclosure, the Road Department will install road delineators to clearly mark the edge of the roadway before the berm and ditch.

The Chester Township Board of Trustees met in **REGULAR** session on **Thursday, June 25, 2026** in the Town Hall Meeting Room at **6:34 PM** Chairman Craig S. Richter presided.

Wyandot

Mr. Onyshko reported that Wyandot Drive is scheduled for resurfacing next year, with plans to include a roadway pipe extension as part of the project.

While performing roadway patching and repairs this year, the Road Department discovered a sinkhole caused by a failed concrete pipe. Concrete was installed as a temporary stabilization measure. LSM material will also be placed to further stabilize the site until permanent repairs can be completed.

Wyatt Engineering & Fabrication is scheduled to replace the failed concrete pipe in early August. The Road Superintendent has notified the affected homeowner that the contractor will need access to a portion of the property to complete the work and that several trees will need to be removed as part of the repair.

2026-243 Mr. Richter moved to formally accept the Certificate of Estimated Property Tax Revenue and the findings contained therein, as prepared by the Geauga County Auditor's Office, pursuant to this Board's formal request in motion 2026-212 / Certificate of Need / 2.00 Mill Additional Levy for the Chester Township Road Department.

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

2026-244 Mr. Richter moved to approve and sign the proposed "Declaration of Necessity Resolution" to levy a tax in excess of the Ten Mill Limitation, for the purpose of 5705.19G a Road Department Additional Levy of 2.00 Mills and direct the Township Administrator to submit it to the Geauga County Board of Elections.

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

2026-245 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
246-2026	REG	\$1,400.00	Kalida Truck Equipment Inc.	Everest Auger Gear Box for Truck #6
245-2026	REG	\$4,500.00	J & L Door Service	Preventive Maintenance on All RD
247-2026	REG	\$5,000.00	Village Outdoors LTD	Hydroseed Material

Department Business- Fire

2026-246 Mr. Richter moved to accept after the fact the resignation of Firefighter/EMT-Basic Juliano Jajcevic effective 06/05/2026.

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

2026-247 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
243-2026	REG	\$1,075.00	Countryside Truck Service Inc	Annual Pump Testing of Two Fire Engines & One Tanker

The Chester Township Board of Trustees met in **REGULAR** session on **Thursday, June 25, 2026** in the Town Hall Meeting Room at **6:34 PM** Chairman Craig S. Richter presided.

Township Park

2026-248 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
Hailey Walls	7/25/26	Pickleball(2) & East Pavilion	11am-2PM	Birthday Party

New Business

Hunting Request 80 Acres / T.O.T.S.

Trustee, Brandon Davis is in the process of drafting a policy.

App Architecture / Utilities Response / Proposed Municipal Site

The Board received an update from App Architecture regarding the proposed municipal site. Utility locations have been identified, including the gas line, which will require revisions to the site plans.

The Board also received preliminary cost estimates for two project options: a stand-alone Police Department and a complete municipal campus that includes both the Police Department and a new Town Hall. The estimates will be reviewed as the project planning continues.

Legal RFQ Status

Mr. Davis requested confirmation that the Board reviewed the draft Request for Qualifications (RFQ) for outside legal counsel before it was submitted for publication. Mr. Richter confirmed that he had previously reviewed the draft and approved moving forward with advertising the RFQ in the newspapers.

2026-249 Mr. Richter moved to approve and sign cemetery deeds for the sale of the following plots listed below.

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

DEED #	SECTION	PLOT	SITE(S)
2026-008	1	083	1 & 2
2026-009	1	083	3 & 4
2026-010	1	084	1 & 2
2026-011	1	084	3 & 4

Financial Items

2026-250 Mr. Richter moved to approve the proposed 2027 Temporary Tax Budget as presented to the Board of Trustees, by the Fiscal Officer and thereby make the same available for public review, prior to the Public Hearing scheduled for July 9th, 2026.

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

The Chester Township Board of Trustees met in **REGULAR** session on **Thursday, June 25, 2026** in the Town Hall Meeting Room at **6:34 PM** Chairman Craig S. Richter presided.

2026-251 Mr. Richter moved to approve the following 2026 increase in revenue and increase in appropriations to the road department 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.

2026 INCREASE IN REVENUE		
ACCOUNT#	TYPE	AMOUNT
2031-538-0000	Road and Bridge OPWC Grant	\$250,000
2031-961-0000	Road and Bridge OPWC Loan	\$50,000

2026 INCREASE IN APPROPRIATIONS		
ACCOUNT#	TYPE	AMOUNT
2031-330-360-0000	Contracted Services	\$300,000

2026-252 Mr. Richter moved to approve financial transactions as listed below.

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

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	244-2026	REG	\$500.00	Otarma	Special Insurance Coverage for Twp. Fireworks 7/3/26

CHECKS		
Date	Starting No.	Ending No.
6/30/26	89150	89154
6/25/26	89155	89191
Fiscal Officer's note: the last check number used on 6/11/26 was 89149		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
6/30/26	970-2026	1039-2026	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
6/25/26	1047-2026	1047-2026

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1041-2026	First National Bank EFTPS	\$22,317.26	06/30/26	Employee & employer withholding – Federal
1043-2026	Ohio Department of Taxation	\$249.48	7/13/26	Employee & employer withholding – Local School Dist.
1042-2026	Treasurer, State of Ohio	\$3,697.11	6/30/26	Employee & employer withholding – State
1044-2026	Regional Income Tax Agency(RITA)	\$3,314.67	7/13/20	Employee & employer withholding
1045-2026	Public Employees Retirement System	\$59,878.62	7/22/26	Employee & employer withholding – Retirement
1046-2026	Ohio Police & Fire Pension Fund	\$23,674.19	7/22/26	Employee & employer withholding – Retirement

The Chester Township Board of Trustees met in **REGULAR** session on **Thursday, June 25, 2026** in the Town Hall Meeting Room at **6:34 PM** Chairman Craig S. Richter presided.

Open/Ongoing Items

Firework Display

Mr. Davis provided an update on preparations for the July 3 Community Fireworks Display at the Chester Township Recycle Park. The Fire Department will secure the fireworks launch site, and the Police Department will assist with traffic control as needed.

Mr. Davis reported that directional signs are being produced and traffic cones will be placed to guide attendees to designated viewing areas and prevent parking along State Route 306. The Fire Chief and Fire Marshal have met with the fireworks contractor to ensure the appropriate size fireworks shells will be used for the launch site.

Geauga County will provide approximately 60 traffic cones, and the Ohio State Highway Patrol will assist with maintaining traffic flow on State Route 306 during the event.

Upcoming Items/Deadlines

4th of July Parade

GCTA Dinner / Meeting July 8, 2026 @ 6PM – Chardon

July 9th at 6:35 PM: Public Hearing – 2027 Budget

Mr. Richter and Mr. Davis agreed to start the Board of Trustees Meeting to 6PM.

Recycling: Jennifer Jones with GTSWMD on July 9th BOT Meeting

Government Update- 6/25, CR; 7/9, KR; 7/23, BD;

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 7:40 PM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer

7/9/26 Motion # 2026-257

Approval Date



Craig S. Richter, Chairman



Ken Radtke Jr., Vice-Chairman



Brandon Davis, Trustee