The Chester Township Board of Trustees met in **Regular** session on **Thursday, October 1, 2026** in the Town Hall Meeting Room at **6:30 PM** Chairman Craig S. Richter presided.

Roll Call:	Present:	Craig 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.

Leading Motion #: 2026-364

Approval of Minutes

2026-364 Mr. Richter moved to approve the Board of Trustees meeting minutes for 9/17/26 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.

Township Administrator

Public Comments/ Questions
Resident Jake Crnkovich, who resides near the Recycle Park, addressed the Board regarding the proposed chain-link fence intended to help control windblown trash. Mr. Crnkovich suggested considering vegetation or privacy fencing as an alternative to chain-link fencing. The residents expressed a preference for vegetation to provide a more natural visual barrier.

Joe Mazzurco offered to research the type of shrubbery previously planted along Seminary Lane and whether similar vegetation could be used along the rear of the Recycle Park to help contain windblown trash and provide screening.

The Board noted that the order for the chain-link fence had already been placed. The Road Superintendent will contact the vendor to determine whether the order can be stopped while alternative options are considered.

Department Business- Road

School Traffic Signal Invoices - General Fund?
The Board discussed invoices associated with the school traffic signals, which under the Ohio Revised Code, are the responsibility of the Township. A motion will be prepared for consideration at the next Board of Trustees meeting to determine the appropriate fund and appropriations from which the expenses will be paid.

Driveway Apron Stipend / Chesterfield
The Board received guidance from the Assistant Prosecutor regarding the previously discussed option of providing the resident with a monetary stipend in place of performing corrective work to the driveway apron. The Assistant Prosecutor advised against providing a stipend due to the potential issues and precedent it could create.

Following discussion, it was determined that the Road Department will address the driveway apron in the spring.

2026-365 Mr. Richter moved to approve a credit card purchase of an Edge Pulsar Module in the amount of $1,199.95
Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

2026-366 Mr. Richter moved to approve after the fact, the use of funds from 2031-330-420-0401 Operating Supplies (Gas & Diesel) in the amount of $3711.09 to finish paying the fuel invoice.
Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

2026-367 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
300-2026	REG	$1,675.00	Cummins Sales & Service	Water Pump for Chipper

Department Business- Fire
No business at this time.

Department Business- Police

2026-368 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
301-2026	REG	$2,000.00	Ohio Peace Officer Training Academy	Training

Department Business- Zoning

2026-369 Mr. Richter moved to approve and authorize payment, after the fact, for an invoice total of $880.00 resulting in 22 hours of zoning training, by Chris Alusheff. The invoice has been submitted by CAZ Consulting, LLC 60 Turner Drive, Chardon, Ohio 44024
Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Note: The training happened after Mr. Alusheff left Chester Township employment and is being billed through his consulting company.

New Business

2026-370 Mr. Richter moved to approve and authorize Mr. Kenny Leonardi (Teaching Our Traditions), pursuant to his application and according to the terms of Chester Township Policy 4.07 (Controlled Hunting on Township Owned Properties) to wit: 11255 Chillicothe and all Township owned properties, associated with this parcel to be the sole permitted and responsible individual on behalf of his organization to hunt and teach hunting at this location.
Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

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2026-371 Mr. Richter moved to approve Chester Township Trick or Treat for Saturday, October 31, 2026 from 6 – 8 PM.
Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

2026-372 Mr. Richter moved to approve and sign a cemetery deed for the sale of the following plot listed below.
Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

DEED #	SECTION	PLOT	SITE(S)
2026-018	1	076	1,2,3,4

Township Park

Tree Work / Parkside Park
The Township Administrator reported that tree maintenance is needed at Parkside Park, particularly on several of the larger trees. The Township received two quotes for the work, with VanCuren Services submitting the lower quote.

The Township Administrator recommended completing the work as soon as possible, while weather and ground conditions remain favorable, and requested direction from the Board to proceed with scheduling. The Board expressed support for moving forward with the tree work.

Financial Items

2026-373 Mr. Richter moved to approve after the fact the check payments as listed below for the October premiums due 10/1/2026. The invoices were not available for approval at the 9/17/26 Board of Trustees meeting.
Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Date	Check #	Amount	Payable To
9/22/26	89529	$3,298.72	Delta Dental
9/22/26	89530	$513.87	VSP

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2026-374 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**
PD	$2,000.00	2081-760-730-0000	2081-210-318-0000	OPOTA
GEN	$1,500.00	1000-930-930-0000	1000-120-352-0000	Allied PO for Waterline
GEN	$5,040.00	1000-930-930-0000	1000-110-599-0300	GoGOV PO & Invoice

PURCHASE ORDERS					
Dept	**PO#**	**Type**	**Amount**	**Payable To**	**Purpose**
GEN	302-2026	REG	$5,040.00	GoGOV, Inc.	Notification/Alerts for Citizens Subscription
GEN	299-2026	REG	$1,548.34	Allied Corp.	Inv 869848 GF Portion of Water Line Materials

CHECKS		
Date	**Starting No.**	**Ending No.**
10/6/26	89531	89541
10/6/26	89542	89584
Fiscal Officer's note: the last check number used on 9/22/26 was 89530		

EFT DIRECT DEPOSITS			
Date	**Starting No.**	**Ending No.**	**Description**
10/6/26	1552-2026	1552-2026	Payroll
10/6/26	1554-2026	1628-2026	Payroll

VOUCHERS & WITHHOLDINGS				
Voucher	**Payee**	**Amount**	**Dated**	**Description**
1630-2026	First National Bank EFTPS	$25,409.73	10/6/26	Employee & employer withholding – Federal
1631-2026	Treasurer, State of Ohio	$3,902.66	10/6/26	Employee & employer withholding – State
1632-2026	Public Employees Retirement System	$62,213.25	10/30/26	Employee & employer withholding – Retirement
1633-2026	Regional Income Tax Agency (RITA)	$2,370.61	10/12/26	Employee & employer withholding
1634-2026	Regional Income Tax Agency (RITA)	$0.00	10/12/26	Employee & employer withholding

Fiscal Officer's Report

2026-375 Mr. Richter moved to approve and authorize up to $1,000.00 of available reimbursement from the general fund to the Geauga West Rotary Club for holiday lighting and electrical supplies (Winterfest).
Mr. Davis seconded. Mr. Richter, yes; Mr. Radtke, absent; Mr. Davis, yes. Motion passed.

Open/Ongoing Items

Capital Projects
The Township Administrator reported that he continues to participate in required webinars related to the Road Department Service Garage project. An environmental review of the property will also be required, which will involve completion of an additional set of forms and documentation.

Road Levy
The Township Administrator reported that there is no update on the Road Levy at this time.

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Geauga West Rotary Club Request
The Geauga West Rotary Club requested reimbursement of up to $1,000 for holiday lighting and electrical expenses associated with Winter Fest. It was noted that eligible lighting expenses may be submitted to NOPEC for reimbursement.

Upcoming Items/Deadlines

- **CPR Training Staff Only: Monday, October 5th 9 AM**
- **GCTA Dinner / Meeting hosted by Middlefield – October 14th 6 PM**
- **West Geauga Plaza Trick or Treat: Thursday, October 15th 4-6 PM**
- **Township Trick or Treat: Saturday, October 31st 6 – 8 PM**
- **Veterans Day Ceremony – Wednesday, November 11th @ 11 AM at Parkside Park**

Discussions

October Chesterland Cemetery Tours / Chester Township Website
The Board determined that information regarding the October Chesterland Cemetery Tours will not be posted on the Township website or electronic sign. The Board discussed allowing a sign advertising the tours to be placed on the Parkside Park fence.

Resident Complaint - Volleyball Courts
The Board continued discussion regarding a resident complaint concerning activity at the volleyball courts. It was noted that posted park signage should reflect an 11:00 PM closing time, and the Board discussed remaining consistent with the established park hours. The Trustees agreed to visit the area during the evening prior to the next meeting to further evaluate the concerns.

Parkside Park – Tree Removal and Replacement
The Perennial Gardeners received a $5,000 grant to assist with the removal and replacement of crab-apple trees and additional trees near the gazebo. The project is being coordinated with the Park Board, Perennial Gardeners, New Vista, and Mr. Mazzurco.

The Township Administrator suggested that the Road Department could assist with the removal of approximately 18 trees to help reduce project costs. Ground radar work is scheduled to take place the following week in preparation for the project.

Government Update- 10/1, **KR;** 10/15, **BD;** 10/29, **CR**

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ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 6:55 PM.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

10/15/26 Motion # 2026-376
Approval Date

Craig S. Richter, Chairman

Ken Radtke Jr., Vice-Chairman

Absent
Brandon Davis, Trustee