

The Chester Township Board of Trustees met in regular session **Wednesday, February 9, 2022** in the Town Hall Meeting Room at 6:00 P.M. Chairman Ken Radtke 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.

Department Business – Fire

2022-52. Mr. Radtke moved to approve the promotion of FF/EMT-P Jeremy Scalese to Paramedic Lieutenant effective February 6, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

Fire Chief William Shaw reported that Mr. Scalese had received a recent award for lifesaving. He has been with the Township for 13 years. Trustee Radtke swore in Mr. Scalese.

2022-53. Mr. Radtke moved to amend motion 2022-39 to reflect a start date of February 1, 2022 for the hiring of William J. Shaw as full-time Chester Township Fire Chief. Mr. Richter seconded. Vote unanimous; motion passed.

Trustee Radtke reported that Chief Shaw had more than 20 years' experience serving as a Fire Chief in Solon and Willoughby Hills and praised him for his abilities. Chief Shaw was then sworn in by Trustee Radtke. Chief Shaw stated that the Chester Township Fire Department has impressed him and commended the staff.

Chief Purchase presented an estimate for video surveillance at the Recycle Park. Cameras would be installed to be able to see content coming in, as well as read license plates. The seven cameras around the Township complex would be put on their own stand-alone system, and not connected to the County services. The camera footage could be viewed remotely as well. Chief Purchase suggested that cameras be installed at the front of the Road Department and Fire Department entrances for the administrative assistants.

2022-54. Mr. Radtke moved to approve up to \$12,574.40 payable to Visual Armor Security for the installation of cameras and related supporting equipment. Mr. Richter seconded. Vote unanimous; motion passed.

Executive session

2022-55. Mr. Radtke moved to enter into executive session at 6:19 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment, employment, promotion, discipline and compensation of public employees and (G) (4) reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Captain Young, Chief Purchase and Fiscal Officer Jarrett were invited into the executive session. Captain Young left the session at 6:40 PM. The board reentered public session at 6:54 PM.

Department Business – Police

2022-56. Mr. Radtke moved to approve \$2,449.98 for the purchase of an Entrust Datacard Sigma SL3 Simplex Card printer from AlphaCard, P.O. Box 95727, Chicago, IL, to be divided at a cost per department of \$612.50. Mr. Richter seconded. Vote unanimous; motion passed.

Captain Young discussed the benefits to creating photo ID cards for employees. The ID cards would also have the potential for access control and other technological advances in the future, and the card printer would enable the Township to operate independently of the County system. Mr. Radtke suggested providing the service to other Townships who may be interested in ID cards for their employees.

2022-57. Mr. Radtke moved to approve \$18,314.81 payable to Hall Public Safety Upfitters for the purchase of equipment for outfitting three new police vehicles from 2081-760-750-0302 Motor Vehicle Accessories. Mr. Richter seconded. Vote unanimous; motion passed.

Captain Young stated that to be fiscally responsible, all equipment that could be removed from their old vehicles would be transferred to the new vehicles. Chief Purchase stated that the portable radios due for replacement would begin this year. Information would be obtained regarding replacement of the mobile data terminals in eight of the cruisers.

Department Business – Road

2022 Senior Trash Pick Up days would be scheduled soon with the Department on Aging. Timing of the event was discussed, as well as coordination with a Kiwanis recycling event.

The Road Department snow plowing plan was discussed. Trustee Richter had talked to Kirtland, Chardon and Russell about their approach to plowing and presented the details. Bare roads would require plowing 24/7, with a focus on the main roads. Parking bans were discussed. Road Department Foreman Jim Mitri, a 29-year employee, provided a great deal of information regarding how the Township handles snowplowing.

2022-58. Mr. Radtke moved to approve and sign the Memorandum of Understanding between the Chester Township Board of Trustees and the Geauga County Engineer for the application of pavement markings to various Township roads in 2022. Mr. Richter seconded. Vote unanimous; motion passed.

2022-59. Mr. Radtke moved to approve the advertisement of various material bids for 2022 which will be received by the Chester Township Trustees, 12701 Chillicothe Road, Chesterland, OH, 44026 until 12:00 PM **March 10, 2022** for the furnishing and delivery of Township storage facility materials of various quantities of anti-skid materials, slag, 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 10, 2022**, at 6:35 PM. Mr. Richter seconded. Vote unanimous; motion passed.

2022-60. Mr. Radtke moved to approve the promotion of Rick Rakich of the Chester Township Road Department to Mechanic II at the rate of \$29.26/hour, effective February 7, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

2022-61. Mr. Radtke moved to approve Road Department expenditures as listed below. Mr. Richter seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Comments
91-2022	Reg	87661.00	Rush Truck Center	2023 International HV507 cab & chassis
92-2022	Reg	13175.00	G.A.R. Paving	Paving of 1990 sf of Caves Road
95-2022	Reg	8250.00	Gauga County Engineer	Pavement markings various Township roads

2022-62. Mr. Radtke moved to approve advertising in the Geauga Maple Leaf, Chesterland News, indeed.com and on the Township website with applications due at Chester Town Hall by 4:00 PM on March 18, 2022 for a seasonal worker at a rate of \$16-20/hour, contingent upon successfully passing a pre-employment drug screen and background check. Mr. Richter seconded. Vote unanimous; motion passed.

Department Business – Fire

2022-63. Mr. Radtke moved to accept the resignation of part-time FF/EMT-P Rodney Simmons effective 1/27/22. Mr. Richter seconded. Vote unanimous; motion passed.

2022-64. Mr. Radtke moved to approve the hiring of Jefferey Federico as a part-time FF/EMT-P with a starting rate of \$19.70/hr., effective February 9, 2022. Mr. Federico has passed a drug test and background check. Mr. Richter seconded. Vote unanimous; motion passed.

2022-65. Mr. Radtke moved to approve the tentative agreement between Chester Township and the International Association of Fire Fighters Local 5331 effective January 1, 2022. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Mr. Radtke explained that they are not approving a contract, only a tentative agreement to stop the formal negotiation process. Ratification of the contract by the firefighters would follow, followed by Trustee approval.

Approval of Minutes

2022-66. Mr. Radtke moved to approve the minutes of the Board of Trustees meeting(s) dated 1/19/22 and 1/26/22 as presented to the Board by the Fiscal Officer. Mr. Richter seconded. Vote unanimous; motion passed.

Public Comments/Questions

There were no public comments or questions from the public.

New Business

February 15, 2022 is the NOPEC early submission deadline. Mr. Mazzurco reported it is almost done and is keeping close tabs on the process.

2022-67. Mr. Radtke moved to approve and sign the Resolution of Convenience & Necessity for the improvement of Fraser Lane in Chester Township. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fiscal Officer Jarrett reported they received a 9% increase on the health care, and the contract would be a 15-month contract. The current contract expires at the end of March 2022.

2022-68. Mr. Radtke moved to approve health insurance coverage with Medical Mutual as administered by Burnham & Flower effective April 1, 2022 through June 30, 2023 with benefit levels and costs structure as presented in the table below. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

TYPE OF PLAN COVERAGE	MONTHLY PREMIUM
Employee	656.53
Employee/Spouse	1438.36
Employee/Children	1177.75

2022-69. Mr. Radtke moved to approve the following reservations of the Town Hall meeting room and/or parking lot as listed in the table below. Mr. Richter seconded. Vote unanimous; motion passed.

Perennial Gardeners	Friday, May 6, 2022	Parking lot/meeting room	3 PM – 9 PM	Plant sale setup
Perennial Gardeners	Saturday, May 7, 2022	Parking lot/meeting room	6 AM – 3 PM	Plant sale
Perennial Gardeners	Wednesday, May 25, 2022	Meeting room	6 PM – 9 PM	Meeting/planting
WG Girl Scouts Troop 71273	Sunday, April 24, 2022	Parking lot	11:45 AM – 2 PM	Community book collection for donation

Township Park

The Park Board would hold their first meeting of 2022 on February 16. Mr. Richter had spoken to their Fiscal Officer to schedule a meeting regarding their budget.

Financial Items

2022-70. Mr. Radtke moved to approve the financial transactions below. Mr. Richter seconded. Vote unanimous; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
Gas tax	25000.00	2021-330-360-0000 Contracted Services	2021-760-750-0000 Motor Vehicles	Per JOnyshko

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Comments
PD	93-2022	Reg	18472.41	Hall Public Safety	Outfitting of three police vehicles (C3, C10, 2022 Interceptor)
All	94-2022	Reg	2449.98	AlphaCard	SL3 simplex card printer

CHECKS		
Date	Starting No.	Ending No.
2/15/22	84659	84667
2/9/22	84668	84704

Fiscal Officer's note: the last check number used on **1/26/22** was **84658**

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
2/15/22	213-2022	281-2022	Regular payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
283-2022	First National Bank EFTPS	20965.87	2/15/22	Employee & employer withholding – Federal
284-2022	Ohio Department of Taxation	76.34	3/9/22	Employee & employer withholding – Local School Dist
285-2022	Treasurer, State of Ohio	6406.35	3/9/22	Employee & employer withholding – State
211-2022	Public Employees Retirement System	46927.03	2/25/22	Employee & employer withholding – Retirement
212-2022	Ohio Police & Fire Pension Fund	11010.98	2/25/22	Employee & employer withholding – Retirement

Fiscal Officer's Report

Fiscal Officer Jarrett reported that the 2021 books are closed. Carryover information has been filed with the County. Hinkle reporting has been uploaded and accepted by the Auditor of State. Ohio Checkbook has been ordered. There has been no response to Mrs. Jarrett's inquiry to the State about closing a fund; they had been contacted at the beginning of the year. Mrs. Jarrett would follow up with the Auditor. Census boundaries have been confirmed; Mrs. Jarrett stated that the population has dropped below 10,000 which may affect the opioid settlement. The census representative would send paperwork showing where census responses were obtained from; if areas were missed, the Township could dispute it.

Geauga County tax table rates have been issued. Mr. Richter stated Chester is in the lower third of the tax rates.

DONATIONS		
Received from	Amount	Description
Ken & Wendy Radtke	\$110.00	2022 flower baskets
Chesterland Historical Society	\$110.00	2022 flower baskets

Chester Township Bank Reconciliation			
Reconciled date		1/31/2022	
Prior UAN Balance			6,405,508.41
Actual Receipts	+	255,792.43	
Transfers for UAN Only	+	0.00	
Total Receipts	=		255,792.43
Payments	-	555,059.14	
Transfers for UAN Only	-	0.00	
Total Payments	=		555,059.14
Adjustments	+		1,033.82
Adjustments	-		0.00
Current UAN balance as of	1/31/2022		\$6,107,275.52
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	1/31/2022		\$6,107,275.52
Entered bank balances as of	1/31/2022		\$6,173,436.01
Deposits in transit	+		0.00
Outstanding payments	-		66,160.49
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	1/31/2022		6,107,275.52
Chester Township Bank Balances			
As of		1/31/2022	
Business Banking			\$400,000.00
FNB Sweep Account			2,989,160.23
Star Ohio			2,784,275.78
Total			\$6,173,436.01

Open/Ongoing Items

Henry house – Mr. Radtke has reached out for guidance regarding applying for a demolition grant. The Fire Department may use the house for physical training.

Discussions

Government Update - C 2/9, K 2/24, J 3/10

Executive session

2022-71. Mr. Radtke moved to enter into executive session at 7:48 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment, employment, compensation and discipline of a public employee and (G) (2) to consider the purchase of property for public purposes and for the sale of property at competitive bidding. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fiscal Officer Jarrett was invited into the executive session. The board reentered public session at 9:08 PM.

2022-72. Mr. Radtke moved to appoint Kathleen McCarthy as the Board of Zoning Appeals/Zoning Commission Administrative Assistant effective March 1, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

2022-73. Mr. Radtke moved to advertise in the Geauga Maple Leaf, indeed.com, Chesterland News and on the Township website for a Township Administrator with applications due at Chester Town Hall by 4:00 PM February 28, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 9:09 P.M.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

February 25, 2022 Motion 2022-83
Approval Date

Ken Radtke, Jr., Chairman

Joseph C. Mazzurco, Vice-Chairman

Craig S. Richter, Trustee