

The Chester Township Board of Trustees met in regular session **Thursday, March 10, 2022** in the Town Hall meeting room at 6:30 PM. 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 – Zoning

Zoning Commission member Anthony Peto updated the Trustees on current Zoning Commission business regarding amendments to the Zoning Resolution and increasing communication with the Board of Zoning Appeals. An amendment would be forthcoming regarding accessory buildings. The Zoning Commission would update the Trustees on a monthly basis going forward.

Linda Gifford provided information regarding House Bill 563; if it is passed it would encourage short-term rental properties and would open residential areas to business intrusions. It would not protect the public health, safety or general welfare of residents. Mrs. Gifford asked the Trustees to read and respond to the bill.

Material Bids opening – 6:35 PM

2022-90. Mr. Radtke moved to waive the reading of the legal notice for the 2022 furnishing and delivery of various road materials for Chester Township. Mr. Richter seconded. Vote unanimous; motion passed.

The Fiscal Officer opened the bids and read them aloud. Bids were received from Allied Corporation, Shelly Corporation, Cuyahoga Asphalt, Kokosing Materials, Arms Trucking and Lafarge North America.

2022-91. Mr. Radtke moved to forward the bids to the Road Superintendent for his review and recommendation. Mr. Richter seconded. Vote unanimous; motion passed.

Ken Mantey – Glass Recycling Project

Mr. Mantey presented that glass recycling has been on-again/off-again and presented a recycle program from the Repeat Glass Company. The pilot program would begin at the end of March through the end of the year. Mr. Mantey provided the details of the changes that would be made to the Recycle Park. There would be no charge for Repeat Glass’s services. Jennifer Jones of Geauga-Trumbull Solid Waste District has approved of the program.

Public Comments/Questions

Linda Gifford suggested an advertisement in the paper so the residents are informed.

Judy Zamlan-Spotts asked when the cameras were going to be installed. Mr. Mazzurco said they would be installed by the end of May, 2022.

2022-92. Mr. Radtke moved to authorize Repeat Glass to implement a pilot glass recycling program for the Chester Recycle Park contingent on the approval of the Geauga Trumbull Solid Waste Management District with unilateral termination of the agreement by either party. The contract extends through December 31, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

2022-93. Mr. Radtke moved to approve a letter of support for Ken Mantey and the West Geauga Kiwanis to apply for a Go Green grant for a recycle shed for cardboard. Mr. Richter seconded. Vote unanimous; motion passed.

Mr. Mantey had applied for a Geauga Trumbull Community grant on behalf of the Kiwanis Club. Trustee Mazzurco advised Mr. Mantey that all the Geauga Trumbull grants had a deadline of March 11, 2022. The trustees had applied for \$15,000 for site improvements such as gravel and potential asphalt in addition to a \$3,500 grant for bins for the community trash pickup event.

Department Business – Road

Ven Paoletto asked for the location of a particular bridge on Wilson Mills. Road Superintendent Onyshko stated the bridge is between Hervie and south Heath Roads. The bridge was slated for replacement by the County.

Mr. Onyshko presented an updated list of cemetery costs and policies. Saturday and evening interments were added to the cost list.

2022-94. Mr. Radtke moved to approve the Chester Township Cemetery Policies and Cemetery Price List as submitted by the Road Superintendent effective April 1, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

2022-95. Mr. Radtke moved to approve Road Department expenditures as listed below. Mr. Richter seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Comments
103-2022	Reg	87,661.00	Rush Truck Center	2023 Intl HV507 cab & chassis
106-2022	Reg	9000.00	PJ Hughes Electric Inc.	13kw generator (Barn on 80 acres)
107-2022	Reg	92297.00	RECO Equipment Inc.	Hyundai wheel loader HL940A
108-2022	Reg	118,000.00	Kalida Truck Equipment	Snow/ice control pkg for 2021 Intl truck #507

Judith Schwed asked when non-residents started to be buried in the cemetery. Linda Gifford stated that she had been told by a former Trustee that only residents should be buried in that cemetery. Mr. Radtke would get an opinion from the Prosecutor’s office.

Department Business – Fire

2022-96. Mr. Radtke moved to approve the hiring of William Fiala as a part-time FF/EMT-P at the rate of \$19.70/hour, effective March 11, 2022. Note: The employee must pass a drug test and background check. Mr. Richter seconded. Vote unanimous; motion passed.

2022-97. Mr. Radtke moved to accept the resignation of FF/EMT-P Ryan Hogan effective March 8, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

2022-98. Mr. Radtke moved to approve \$4,300.00 payable to Warren Fire Equipment for six (6) pairs of firefighter boots, three (3) helmets and ten (10) pairs of gloves from 2281-230-599-0317 Other/Other Expenses/Personal Equipment. Mr. Richter seconded. Vote unanimous; motion passed.

2022-99. Mr. Radtke moved to approve and sign the collective bargaining agreement between Chester Township and the International Association of Fire Fighters Local 5331 effective January 1, 2022 through December 31, 2024. Mr. Richter seconded. Roll Call Vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Department Business – Police

2022-100. Mr. Radtke moved to approve \$1,828.00 payable to Truck MD for transmission repairs to the 2011 Chevrolet Equinox from 2081-210-323-0301 Repairs & Maintenance/Motor Vehicles. Mr. Richter seconded. Vote unanimous; motion passed.

Department Business – Zoning

2022-101. Mr. Radtke moved to accept after the fact the resignation of zoning secretary Cynthia Kovach effective February 25, 2022. Mr. Richter seconded. Vote unanimous; motion passed.

Approval of Minutes

2022-102. Mr. Radtke moved to approve the minutes of the Board of Trustees meeting dated 2/25/22 as presented to the board by the Fiscal Officer. Mr. Richter seconded. Mr. Radtke, abstain; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

New Business

Mr. Radtke stated there are two fire levies expiring in the same year; he had spoken with the Fire Chief and the 1.8 mill levy would be moved forward for renewal this year.

Mr. Richter reported a group is looking to reestablish the Chester Chamber of Commerce. He had attended their first meeting. Mr. Radtke asked if there was a benefit to them attending a Trustee meeting to present. Mr. Richter would keep everyone apprised.

2022-103. Mr. Radtke moved to approve and sign cemetery deeds for the sale of the following. Mr. Richter seconded. Vote unanimous; motion passed.

DEED #	SECTION	PLOT	SITE(S)
22-002	C	437	1
22-003	C	460	4

2022-104. Mr. Radtke moved to approve the use of the Chester Township properties as listed below. Mr. Richter seconded. Vote unanimous; motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
W. Geauga Girls Volleyball	6/18/22, 7/16/22	Town Hall Parking Lot	9:30 AM – 2:00 PM	Fundraising car wash
Chesterland 3rd, 5th, 6th Grade Flag Football teams	Saturdays 3/5/22 through 5/14/22	Ballfield grass at Recycle Park site	10:00 AM – 11:30 AM	Flag football practice

Fiscal Officer Jarrett reported that regarding the American Rescue Plan (ARP) money, some didn't apply or didn't apply properly and lost their money. Due to that, the State has redistributed funds. Chester Township would receive an additional \$2,146.53.

RESOLUTION 2022-105. Mr. Radtke moved to approve the receipt of additional funds and expenditures in the accounts as listed below. Mr. Richter seconded. Roll Call Vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fund	Amount
2273-539-2073 American Rescue Plan Act – Other Federal Receipts (ARP – Storm Water Management)	\$2,146.53
2273-330-360-2073 American Rescue Plan Act – Contracted Services (ARP – Storm Water Management)	\$2,146.53

Township Park

The Township received requests to hang banners from Metzenbaum and the Geauga County Library. Trustee Mazzurco contacted them and approved their request.

W. Geauga High School Varsity Softball has provided their liability insurance certificate. Paperwork would be filled out to use the baseball field.

Financial Items

2022-106. Mr. Radtke moved to approve the financial transactions below. Mr. Richter seconded. Vote unanimous; motion passed.

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Comments
PD	102-2022	Reg	1828.00	Truck MD	Transmission repair Chevy Equinox
RD	103-2022	Reg	87661.00	Rush Truck Center	2023 Intl HV507 cab & chassis

CHECKS		
Date	Starting No.	Ending No.
3/15/22	84767	84775
3/10/22	84776	84826
Fiscal Officer's note: the last check number used on 2/25/22 was 84766		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
3/15/22	353-2022	418-2022	Regular payroll
3/15/22	420-2022	429-2022	Clothing/cell allowance
3/15/22	431-2022	431-2022	Wargelin severance agreement

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
433-2022	First National Bank EFTPS	26107.81	3/15/22	Employee & employer withholding – Federal
435-2022	Public Employees Retirement System	46809.92	3/29/22	Employee & employer withholding – Retirement
436-2022	Ohio Police & Fire Pension Fund	12738.31	3/29/22	Employee & employer withholding – Retirement
352-2022	FNB Commercial Credit Card	1729.39	2/8/22	VISA bill

Fiscal Officer's Report

Mrs. Jarrett reported that the Fiscal Office was out of commission for a couple days; when the phones were unplugged during the furniture move, the phones trip a security switch and are shut down; this also includes blocking internet access and access to drives and folders. Mrs. Jarrett is still working on

the budget and is still addressing completion of policies in accordance with the State of Ohio Auditor. Proposals would be sent to area banks for pricing.

Donations Received			
	Received from	Amount	Description
1	Joe & Julianne Mazzurco	\$110.00	2022 flower baskets

Chester Township Bank Reconciliation			
Reconciled date		2/28/2022	
Prior UAN Balance			6,107,275.52
Actual Receipts	+	1,410,097.77	
Transfers for UAN Only	+	0.00	
Total Receipts	=		1,410,097.77
Payments	-	454,057.77	
Transfers for UAN Only	-	0.00	
Total Payments	=		454,057.77
Adjustments	+		0.00
Adjustments	-		0.00
Current UAN balance as of	2/28/2022		\$7,063,315.52
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	2/28/2022		\$7,063,315.52
Entered bank balances as of	2/28/2022		\$7,142,618.50
Deposits in transit	+		0.00
Outstanding payments	-		79,302.98
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	2/28/2022		7,063,315.52
Chester Township Bank Balances			
As of		2/28/2022	
Business Banking			\$400,000.00
FNB Sweep Account			3,958,007.90
Star Ohio			2,784,610.60
Total			\$7,142,618.50

Open/Ongoing Items

Henry house – Mr. Radtke has not received a response regarding the ODOD grant.
 Township policy development – Mr. Radtke would reach out to legal counsel for guidance.

Upcoming Items/Deadlines

March 11, 2022 – deadline for Drop off Improvement & Community grant application
 May 2022 – deadline for Recycle Park cameras (Go Green grant)

The Memorial Day ceremony was discussed; plans would get underway soon.

General Fund discussion

The elected officials discussed the General Fund numbers. Adjustments were made to salaries. Judith Schwed asked about the new Administrative Assistant. Mrs. Jarrett reported that Laura Klendworth would be the new Administrative Assistant, and Mary Lou Florentine would be moving over into the

Fiscal Office. The elected officials went over line items and adjusted them as necessary. Conversation was had regarding the installation of an electronic sign; it would convey far more information than the current static board.

Executive session

2022-107. Mr. Radtke moved to enter into executive session at 8:38 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment, employment, discipline, or compensation of public employees, and 121.22 (G) (4) reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fiscal Officer Patricia Jarrett was invited into the executive session. The Board reentered public session at 9:29 PM.

2022-108. Mr. Radtke moved to appoint Margaret Muehling as an alternate member on the Board of Zoning Appeals effective March 11, 2022 through December 31, 2027. Mr. Richter seconded. Vote unanimous; motion passed.

2022-109. Mr. Radtke moved to promote Captain Craig Young to Chief of Police of Chester Township, Geauga County, Ohio effective on the date of retirement of Chief Mark Purchase. Mr. Richter seconded. Vote unanimous; motion passed.

There has been no official retirement date set for Chief Purchase.

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 9:31 PM.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

March 24, 2022 Motion #2022-110
Approval Date

Ken Radtke, Jr., Chairman

Joseph C. Mazzurco, Vice-Chairman

Craig S. Richter, Trustee