

9-8-22 minutes

The Chester Township Board of Trustees met in regular session **Thursday, September 8, 2022** in the Town Hall Meeting Room at 6:00 P.M. Chairman Ken Radtke presided. Township Administrator Mark Purchase was appointed Clerk pro tem.

Roll Call: Present: Trustee Radtke, Trustee Richter
Absent: Trustee Mazzurco, Fiscal Officer Jarrett

Pledge of Allegiance to the Flag

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

WG Commons - Board Member Recommendation

Chester resident Evan Byrum submitted a letter of interest to fill an open position on the WG Community Joint Recreation District Board (WGCJRDB). Mr. Byrum provided a short history of his contribution to the community.

2022-379. Mr. Radtke moved to appoint Evan Byrum to the WG Community Joint Recreation District Board for a three year term effective 9/8/2022 to 3/30/2025. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

Mr. Richter suggested adding a link for the WGCJRDB on the township website. Administrator Purchase will follow up.

Approval of Minutes

2022-380. Mr. Radtke moved to approve the minutes of the Board of Trustees meeting dated 8/25/22 as presented to the Board by the Fiscal Officer. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

Executive Session

2022-381. Mr. Radtke moved to enter into executive session at 6:05 PM pursuant to Ohio Revised Code 121.22 (G) (1) for the purpose of discussion of compensation and employment of a public employee and (G) (4) reviewing negotiations with public employees. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

Fire Chief Shaw, Police Chief Young and Administrator Purchase were invited into the executive session. The Board reentered public session at 6:43 PM.

Tonya Peto – West Geauga Chamber of Commerce

Ms. Peto introduced herself and spoke briefly. She explained that the West Geauga Chamber of Commerce wants to promote and enhance strong businesses in the WG community. The Chamber is working on developing a strong relationship with the WG school system and the Chamber is also partnering with local businesses. They plan on partnering with other local chambers (Chardon and Chagrin Valley)

Public Comments/Questions

The public had no comments or questions.

Township Administrator

Administrator Purchase shared the townships appreciation to Road Superintendent Joe Fornaro from Kirtland Service Department for loaning the tack machine and made clear the purpose of purchasing another was because of the constant borrowing of their piece of equipment. Wanted to be clear and to recognize Mr. Fornaro and the department for bailing the township out frequently.

Administrator Purchase noted updates with the pickleball court, bocce court and with the painting of the gazebo. A discussion of pond maintenance regarding algae was brought up and the possibility of it being a park expense, in addition to hiring a company to maintain.

Kelly Paulic completed her first week as Administrative Assistant and is doing well. Meeting next week with Miller Dodson regarding property. September 17th, 2022 is trash day. Delaying job descriptions since some adjustments still needed.

Department Business – Road

Trustee Richter discussed obtaining a CDL and the cost associated with getting a CDL. Cost could be factor for some people. ODOT may reimburse if newly hired person remains employed for two (2) years with hiring agency. Further research needed.

2022-382. Mr. Radtke moved to approve \$17,650.00 in ARP funds payable to Graco Concrete Inc. for concrete repairs & maintenance in and around the Township complex and Recycle Park, from 2273-330-360-2073 Contracted Services/ARP/Stormwater & Contracted Services. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2022-383. Mr. Radtke moved to approve Road Department expenditures as listed below. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

| PO # | Type | Amount | Payable To | Purpose |
|----------|------|---------|--------------------------|---------------------------------------|
| 192-2022 | Reg | 2365.00 | Somrack Construction | Install missing shingles on salt dome |
| 197-2022 | Reg | 4,000 | Englefield, Inc | Lubricant supplies |
| 198-2022 | Reg | 3,500 | DJL Material & Supply Co | Crack Sealant |

Department Business – Fire

Tyler Hoberg, Project Manager at Millstone Construction seeking \$40,000 additional contingency funds to complete current project.

2022-384. Mr. Radtke moved to approve up to \$40,000 contingencies related to the fire station renovation. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

Additional communication concerning more work needed and the cost associated.

2022-385. Mr. Radtke moved to accept the resignation of William Fiala effective 9/8/22. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2022-386. Mr. Radtke moved to accept the resignation of Brent Bencar effective 9/8/22. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2022-387. Mr. Radtke moved to approve Daniel P. Green as a part-time PM/FF at the rate of \$20.61/hr. effective September 9, 2022. He has passed his drug test and his continued employment will be contingent upon a successful background check. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

Ven Paoletto questioned if the renovations are going as according to original plan including the estimated cost of the project. The Trustees indicated there is always some unexpected cost in any project but the difficult thing is getting the tradesmen to show as scheduled. The project manager is always there.

Department Business – Police

2022-388. Mr. Radtke moved to approve Police Department expenditures as listed below. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

| PO # | Type | Amount | Payable To | Purpose |
|----------|------|----------|-----------------------|-----------------------|
| 195-2022 | Reg | 1,655.00 | Chesterland Auto Body | Towing & Storage Fees |

Department Business – Zoning

The Board of Trustees would hold a joint meeting with the Zoning Commission on 9/21/22 at 7:00 PM, for discussion on accessory buildings and potentially adding parks to the zoning resolution.

American Rescue Plan (ARP) Fund

RESOLUTION 2022-389. Mr. Radtke moved to approve after the fact the 2021 and 2022 ARP fund-related expenditures as listed in the table below. Mr. Richter seconded. Roll Call Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

| Amount | Appropriation | Purpose |
|-----------|--|---|
| 319832.22 | 2273-330-360-2073 Contracted Services/ARP/Stormwater & Contracted Services | Stormwater management |
| 6414.17 | 2273-330-190-2073 Other/Salaries (ARP/Stormwater Management) | Stormwater management |
| 576272.76 | 2273-330-360-2073 Contracted Services/ARP/Stormwater & Contracted Services | Safety forces equipment replacement and stormwater management |

Mrs. Paoletto asked what the stormwater contracted services is exactly and noted it was a lot of money. Mr. Radtke explained that it is for the replacement of road covert pipes that are extremely deep.

RESOLUTION 2022-390. Mr. Radtke moved to approve the ARP fund-related expenditures as listed in the table below. Mr. Richter seconded. Roll Call Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

| PO # | Dept | Type | Amount | Payable To | Purpose |
|----------|------|------|----------|-------------------------|---|
| 189-2022 | PD | Reg | 17221.58 | Motorola Solutions Inc. | Four (4) Motorola APX6000 portable radios |
| 190-2022 | PD | Reg | 10154.70 | Visual Armor Security | Video surveillance system |

| | | | | | |
|----------|----|-----|----------|---------------------|---|
| 191-2022 | RD | Reg | 17650.00 | Graco Concrete Inc. | Concrete repairs/maint in Township complex/recycle park |
| 193-2022 | FD | Reg | 18976.08 | Brite Computers | 6 mobile data terminals |

New Business

RESOLUTION 2022-391. Mr. Radtke moved to approve an increase to the general fund appropriation as listed in the table below. Mr. Richter seconded. Roll Call Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

| Appropriation | Amount | Purpose |
|--|----------|-------------------------|
| 1000-760-730-1202 – Improvement of sites/parks & rec | 5,000.00 | Bocce ball installation |

RESOLUTION 2022-392. Mr. Radtke moved to amend resolution 2022-371 to allocate up to \$6,000.00 for the services of Lorrie Sass-Benza for the Chester Township Zoning Commission. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2022-393. Mr. Radtke moved to approve and sign the snow plowing agreement between Chester Township and the Geauga County Engineer for the purpose of providing snow and ice control on county roads by Chester Township for the winter season of 2022-2023 for the agreed upon amount of \$59,668.12. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2022-394. Mr. Radtke moved to approve Monday, October 31, 2022 for Chester Township’s Halloween “Trick or Treat” night from 6:00 PM to 8:00 PM. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2022-395. Mr. Radtke moved to approve and sign a cemetery deed for the sale of the following plots. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

| DEED # | SECTION | PLOT | SITE(S) |
|--------|---------|------|---------|
| 22-011 | C | 443 | 2 & 3 |

Township Park

Update from Administrator Purchase on quote for painting gazebo. Enzo was lowest quote from a couple years ago and he cut that number again and is giving good discount on paint. Just labor only. Park Board to review.

Financial Items

2022-396. Mr. Radtke moved to approve the financial transactions below. Mr. Richter seconded. Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

| INTRA-FUND TRANSFERS | | | | |
|----------------------|----------|--|--|------------------------|
| Fund | Amount | From Account | To Account | Purpose |
| Cem | 500.00 | 2041-760-730-0000 Improvement of Sites | 2041-410-599-0000 Other Expenses | Electricity through YE |
| Cem | 500.00 | 2041-930-930-0000 Contingencies | 2041-410-190-0000 Other/Salaries | Rd payroll |
| Cem | 4,986.00 | 2041-760-730-0000 Improvement of Sites | 2041-410-190-0000 Other/Salaries | Rd payroll |
| FD | 122.00 | 2111-930-930-0000 Contingencies | 2111-220-381-0000 Property Insurance Premium | Add of new squad |
| Gen | 500.00 | 1000-930-930-0000 Contingencies | 1000-110-345-0000 Advertising | Advertising through YE |
| Police | 500.00 | 2081-760-740-0000 Mach, Equip, Furn | 2081-210-353-0000 Natural Gas | Natural gas through YE |

PURCHASE ORDERS

| Dept | PO # | Type | Amount | Payable To | Purpose |
|------|----------|------|----------|-----------------|--------------------------------------|
| Cem | 194-2022 | Reg | \$350.00 | Illuminating Co | Electricity through YE |
| FD | 196-2022 | T&N | \$122.00 | OTARMA | Inv 111313 addition of new ambulance |

| CHECKS | | |
|--|--------------|------------|
| Date | Starting No. | Ending No. |
| 9/13/22 | 85579 | 85588 |
| 9/8/22 | 85589 | 85641 |
| Fiscal Officer's note: the last check number used on 8-25-22 was 85578 | | |

| EFT DIRECT DEPOSITS | | | |
|---------------------|--------------|------------|-----------------|
| Date | Starting No. | Ending No. | Description |
| 9-13-22 | 1306-2022 | 1376-2022 | Regular payroll |

| VOUCHERS & WITHHOLDINGS | | | | |
|-------------------------|---------------------------|-------------|---------|---|
| Voucher | Payee | Amount | Dated | Description |
| 1378-2022 | First National Bank EFTPS | \$19,542.95 | 9/13/22 | Employee & employer withholding – Federal |

Fiscal Officer's Report

| Donations Received | | |
|---|------------------|---------------------------|
| Received from | Amount | Description |
| Ed Corsi | \$150.00 | Pickleball court donation |
| Anthony Radej (in memory of Leon Radej) | 1000.00 | Pickleball court donation |
| Joe & Julie Mazzurco | 100.00 | Pickleball court donation |
| John (Milo) Milford | 20.00 | Pickleball court donation |
| Pulp Juice & Smoothie Bar | 100.00 | Pickleball court donation |
| Robert & Christine Frischkorn | 50.00 | Pickleball court donation |
| Shane McGrotty | 1000.00 | Pickleball court donation |
| Jack Kaminiski | 100.00 | Pickleball court donation |
| Stephen Luzar | 1,000.00 | Pickleball court donation |
| Total donations to date: | 33,410.00 | |

Mr. Leven recently started a pickleball GO FUND ME page. Mr. Richter indicated since dirt would be needed for pickleball courts that a new home is being built in Gates Mills on Mayfield Road and maybe we could approach the builder about the large mound of dirt on the property. Something to at least consider. A discussion to obtain a curb regarding a possible water concern was mentioned by Administrator Purchase as well as other options.

Open/Ongoing Items

Henry House – no update

Ven Paoletto questioned the \$5,900 to Lorrie Sass-Benza and asked how many hours is that. Mr. Radtke responded that she charges \$275 per hour and Lorrie Sass-Benza stated it was 21.5 hours. Mr. Radtke stated Lorrie Sass-Benza's contribution was helpful since it was confusing not only by zoning commission but also how the gentleman initiated the written application and what he was looking to accomplish. So that was the purpose of having her given her past experience.

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 7:26 P.M.

Respectfully submitted,

absent
Patricia Jarrett, Fiscal Officer

September 22, 2022 - Motion # 2022-398
Approval Date

Ken Radtke, Jr., Chairman

absent
Joseph C. Mazzurco, Vice-Chairman

Craig S. Richter, Trustee