

The Chester Township Board of Trustees met in regular session **Thursday, September 22, 2022** in the Town Hall Meeting Room at 6:30 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.

### **Approval of Minutes**

**2022-397.** Mr. Radtke moved to approve the minutes of the Board of Trustees meetings dated 8/17/22 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous, motion passed.

**2022-398.** Mr. Radtke moved to approve the minutes of the Board of Trustees Meeting dated 9/8/22 as presented by the Board by the Fiscal Officer. Mr. Mazzurco seconded. Mr. Radtke yes, Mr. Mazzurco abstain, Mr. Richter yes. Motion passed.

### **Public Comments/Questions**

Ven Paoletto pointed out that the Maple Leaf had a nice article on the new Police Chief. Suggested it could be placed in the Chesterland News.

### **Township Administrator**

Administrator Purchase explained that over the years there have been water issues by the police department and the property just south of the police department. There were some water pipes that were broke. He asked JB Excavating LLC for quotes on fixing all the way back behind police department and installing an actual catch basin as opposed to just a plastic pipe that is turned on its end. The request is to use ARP funds.

The township owns four (4) parcels of property including Fire Station # 2 and is currently asking the Board to grant the contract to Nick Marino. Mr. Marino will survey all the individual lots so we can begin the process of putting a plan together as what decision needs to be made with the four (4) properties. Trustee Richter asked if any benefit in selling lots separately. Administrator Purchase noted the benefit is benefit to consolidate since some of the lots are really small. It totals about 5.6 acres. On the fire station property there is a sewer and Steigerwald is scheduled to come out and inspect it to see if it works, if it is doing what it is supposed to, etc.

**RESOLUTION 2022-399.** Mr. Radtke moved to approve \$5,355.55 in ARP funds payable to JB Excavating LLC. for storm water repairs & maintenance to the west and south of the police department, from 2273-330-360-2073 Contracted Services/ARP/Stormwater & Contracted Services. Mr. Mazzurco seconded. Roll Call Vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-400.** Mr. Radtke moved to approve \$2,200 payable to Marino Surveying for a consolidation survey of the following township properties from 1000-760-730-1200 Improvement of Sites: 11-714488, 11-714400, 11-714401, 11-714484. Mr. Mazzurco seconded. Vote unanimous, motion passed.

**Department Business – Road**

Mr. Richter stated that ODOT is offering a reimbursement program for CDL. Mr. Mazzurco suggested putting it in the actual contract for new hires. The cost for getting a CDL is approximately \$5,000. Fiscal Officer Jarrett stated the last full-time hire is getting his CDL paid for by the state using some grant money or vocational money. Ven Paoletto stated she knows for a fact that ODOT has their own in-house training for CDL's. So after you first get your CDL you actually get reimbursed although they do not reimburse for renewals. Mr. Mazzurco stated renewals are made on your drivers license with no additional testing and the cost is \$90.00. Mr. Mazzurco said that you do not need to take the class, you can review the book yourself and a mechanic can go over all the stuff with the new hire and then they take the truck to test and the cost is \$500. The cost allows the person to take the test twice.

**2022-401.** Mr. Radtke moved to approve after the fact \$5,150.00 payable to McLean Company for a heated hose and wand for the crack seal machine from 2031-330-323-0075 for Repairs and Maintenance (vehicle and equipment). Mr. Mazzurco seconded. Vote unanimous, motion passed.

The number of burials is up this year and the money has been exhausted. Need to review and compare different cemeteries in the area. Discussion of purchasing plots if not a resident of the township.

**Resolution 2022-402.** Mr. Ken Radtke moved to approve to transfer \$4,500.00 from 1000-910-910-0000 to revenue account 2041-931-0000, Cemetery/Transfers In. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**RESOLUTION 2022-403.** Mr. Radtke moved to approve an increase to the cemetery appropriation as listed in the table below to cover estimated expenses through year-end. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Appropriation	Amount	Purpose
2041-410-190-0000 Other/Salaries	4500.00	Salaries through YE

**2022-404.** Mr. Radtke moved to approve an amendment to the Cemetery fee list to include the cost of a disinterment as \$1,500.00 for full burials and \$350.00 for a dis-inurnment. Mr. Mazzurco seconded. Vote unanimous, motion passed.

**2022-405.** Mr. Radtke moved to approve Road Department Expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous, motion passed.

PO #	Type	Amount	Payable To	Purpose
197-2022	Reg	\$ 4,000.00	Englefield, Inc.	Lubricant Supplies
198-2022	Reg	3,500.00	DJL Material & Supply Co	Crack Sealant
200-2022	Reg	5,150.00	McLean Company	Heated hose & wand for crack seal machine
201-2022	Reg	3,044.07	Weldher Co.	Fabricate pigeon doors on tailgate for asphalt installation
205-2022	Reg	5,280.00	Gracelee Sandblasting Solutions	Sandblast & paint truck
206-2022	Reg	1,305.00	A&A Safety Inc	Road closed notification signs

## **Department Business – Fire**

Still working of fire station remodel. Administrator Purchase agreed and stated looking at the end of November for completion.

**2022-406.** Mr. Radtke moved to amend the dollar amount in motion 2022-363 to \$1,800.00 payable to Truck MD for repairs on vehicle #3482. Mr. Mazzurco seconded. Vote unanimous, motion passed.

**2022-407.** Mr. Radtke moved to accept the resignation of Neil Perko effective 9/7/22. Mr. Mazzurco seconded. Vote unanimous, motion passed.

Mr. Perko, a part-time employee, has moved to Colorado and has taken another job which is why he resigned from the fire department.

## **Department Business – Zoning**

### **New Business**

Mr. Richter noted that a resident contacted him stating that a petition was circulated for the local minimart (BP station) to add wine and mixed beverages on their Sunday sales. The ballot issue is only in Precinct H. Mr. Richter pointed out that notification should come from the Board of Elections when someone files a ballot since he was unaware of this petition.

The trustees were notified that there would be a charge by Repeat Glass for the glass-only recycling at the recycle park. The trustees were not in favor of paying for glass recycling.

A Retire-Rehire Policy was discussed as an option to retain good employees and would also apply to union employees. The contract could be for two years with a township option for renewal. Mr. Richter is waiting to obtain a copy to use as a sample.

Ven Paoletto voiced her dislike to the retire-rehire policy. She feels if you can retire then do so and get a job somewhere else. Mr. Richter acknowledged Ven Paoletto's statement and explained the difficulty in hiring employees now. Mr. Radtke explained that by doing so it can be a benefit for the township. There is no cost increase to the tax payers of Chester Township should they implement a retire-rehire policy. By not having this policy in place, the township lost a good employee in the past. Hiring people is challenging now and Chester Township has been through about seven (7) Road Superintendents in a period of close to ten (10) years. Mr. Mazzurco stated that the salary does not justify the means for the work that one does and being on call 24/7. The salary is not in line for the responsibilities of the job. The Trustees are hoping to make township employment more attractive so employees stay with the township longer. Ven Paoletto stated she could see this based on how the times are today and by utilizing the retire-rehire may be okay. Paulette Gaia asked if there is a downside to having a retire-rehire policy and questioned the pay. The trustees responded the pay is negotiable and that there can be some savings to Chester Township.

**Resolution 2022-408.** Mr. Ken Radtke moved to amend resolution 2022-234 Exhibit C to include the addition of data pertaining to the Township Administrator's credit card. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2022-409.** Mr. Ken Radtke moved to approve and sign a cemetery deed for the sale of the following plots. Mr. Mazzurco seconded. Vote unanimous, motion passed.

DEED #	SECTION	PLOT	SITE(S)
22-012	2	004	1 & 2
22-014	3	036	3 & 4
22-015	1	050	1 & 2
22-016	C	411	1 & 2

**2022-410.** Mr. Ken Radtke moved to approve \$75.00 payable to the Geauga County Township Association for Mr. Ken Radtke, Mr. Mark Purchase, and Ms. Patricia Jarrett to attend the November 9, 2022 Quarterly Dinner Meeting hosted by Middlefield Township. Mr. Mazzurco seconded. Vote unanimous, motion passed.

**2022-411.** Mr. Ken Radtke moved to approve the use of the Chester Township properties as listed below. Mr. Mazzurco seconded. Vote unanimous, motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
WG Girl Scouts – 8 <sup>th</sup> grade	10/15/22 & 10/16/22	Town Hall Meeting Room	8:00 AM - 4:00 PM	Fundraising rummage sale
Geoff Thompson	9/26/22	Volleyball Court	5:00 PM - 9:00 PM	VB Tournament

### **Township Park**

Paint quotes are in and still working on details.

Bocce Ball Court is about 75% done. Will try to get that work completed on Sunday.

After seeing the bocce ball construction, a senior citizen asked the township to consider a shuffleboard court.

Mr. Purchase is meeting with the Road Superintendent, Park Board member Al Parker and resident Barry Leven on Monday morning regarding the Pickleball Court.

### **Financial Items**

**2022-412.** Mr. Ken Radtke moved to approve the financial transactions below. Mr. Mazzurco seconded. Vote unanimous, motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
Fire	1,262.38	2111-930-930-0000 Contingencies	2111-220-314-0701 Tax Collect Fees (Auditor & Treas Fees)	Real Estate Tax Settle Fees
Police	3,124.17	2081-930-930-0000 Contingencies	2081-210-314-0701 Tax Collect Fees (Auditor & Treas Fees)	Real Estate Tax Settle Fees
Gen	4,500.00	1000-930-930-0000 Contingencies	1000-910-910-0000 Transfers Out	Cemetery Salaries for YE
Road	5,280.00	2031-760-740-0000 Machinery, Equipment & Furniture	2031-330-323-0074 Repairs & Maintenance (outsourced work)	Per J. Onyshko 9/21/22
Road	220.00	2031-760-740-0000 Machinery, Equipment & Furniture	2031-330-599-3004 Other – Other Expenses (Signs)	Per J. Onyshko 9/21/22
Road	1,165.75	2031-760-730-0000 Improvement of Sites	2031-330-599-3004 Other – Other Expenses – (Signs)	Per J. Onyshko 9/21/22
Gen	5,000.00	1000-130-311-0010 Accounting & Legal Fees	1000-760-730-1200 Improvement of Sites	Twp Property Invoices through YE

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
Admi	199-2022	Reg	2,450.00	MNJ Tech Direct Inc	Two (2) laptops

CHECKS		
Date	Starting No.	Ending No.
09/27/22	85642	85650
09/22/22	85681**	85723
Fiscal Officer's note: the last check number used on 09/08/22 was 85641		
** note 85651 through 85680 were voided due to user error**		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
09/27/22	1389-2022	1462-2022	Regular payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1464-2022	First National Bank EFTPS	19,020.48	09/27/22	Employee & employer withholding – Federal
1379-2022	Ohio Department of Taxation	113.59	9/14/22	Employee & employer withholding – Local School Dist (after the fact)
1379-2022	Treasurer, State of Ohio	9,050.66	9/14/22	Employee & employer withholding – State (after the fact)
1465-2022	Public Employees Retirement System	45,605.88	09/28/22	Employee & employer withholding – Retirement
1466-2022	Ohio Police & Fire Pension Fund	16,069.42	09/28/22	Employee & employer withholding – Retirement
1388-2022	FNB Visa Credit Card	624.20	9/7/22	Credit card payment (after the fact)

## Fiscal Officer's Report

Donations Received		
Received from	Amount	Description
Robert Amicarelli	100.00	Pickleball Donation
Jeffrey Winkler	100.00	Pickleball Donation
Wah Sun Rest. LLC	100.00	Pickleball Donation
Angela Karges	100.00	Pickleball Donation
Chester Historical Society	NA	Pictorial History of Chester Twp. (book)
Kathy Jirus	200.00	Pickleball Donation
T. E. Moskowitz	250.00	Pickleball Donation

Chester Township Bank Reconciliation			
Reconciled date		8/31/2022	
Prior UAN Balance			9,305,141.16
Actual Receipts	+	92,153.80	
Transfers for UAN Only	+	0.00	
Total Receipts	=		92,153.80
Payments	-	615,031.30	
Transfers for UAN Only	-	0.00	
Total Payments	=		615,031.30
Adjustments	+		5,310.04
Adjustments	-		0.00
<b>Current UAN balance as of</b>	<b>8/31/2022</b>		<b>\$8,787,573.70</b>
Other adjusting factors	+		-

Other adjusting factors	-		-
<b>Adjusted UAN balance as of</b>	<b>8/31/2022</b>		<b>\$8,787,573.70</b>
Entered bank balances as of	8/31/2022		\$8,889,869.63
Deposits in transit	+		0.00
Outstanding payments	-		102,295.93
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
<b>Adjusted bank balances as of</b>	<b>8/31/2022</b>		<b>8,787,573.70</b>
<b>Chester Township Bank Balances</b>			
<b>As of</b>	<b>8/31/2022</b>		
Business Banking			\$400,000.00
FNB Sweep Account			5,187,224.42
Star Ohio			3,302,645.21
<b>Total</b>			<b>\$8,889,869.63</b>

Fiscal Officer Jarrett noted pickleball donations are steady. She commented that in the Vouchers & Withholding table that the Ohio Department of Taxation and Treasurer State of Ohio are after-the-fact because it was due September 15<sup>th</sup> and she was out ill and could not get it done before the last meeting. The bank reconciliation is done. Money was moved into Star Ohio and may move more money since interest rate is so much better. E-mails were sent to the trustees regarding this. Still need to meet with John Onyshko on some road projects.

**Open/Ongoing Items**

Henry House: Administrator Purchase had a conversation with Gina Hofsetter, one of the directors at Geauga County Community Development, where the township applied for the grant. No time line has been established but they are working out the details. Ms. Hofsetter is confident that we will get 100% of the money for it. State does need an evaluation done of the property to be demolished. Need to show “blight”. That means the condition of the building including the effects of the mold that is in there. The Building Department will do the inspection and provide us with the letter we need regarding the condition of the building. That is the last piece of documentation required by the township for a grant.

**Discussions**

Administrator Purchase stated that vehicle information has been provided to Jared Bock, with Miller Dodson and he has completed his field work. Drawings and other information have also been provided. Fiscal Officer Jarrett was able to provide equipment details from the insurance list.

**2022-413.** Move to approve \$816.80 payable to Staples Business Advantage for the purchase of one (1) HP LaserJet Pro M479fdn color laser multifunction printer from 1000-110-410-0000 Office Supplies. Mr. Mazzurco seconded. Vote unanimous, motion passed.

**2022-414.** Move to approve Kelly Paulic working on Veterans Day in exchange for having the day after Thanksgiving off. Mr. Mazzurco seconded. Vote unanimous, motion passed.

Trustee Richter shared he attended the BZA meeting even though there were no cases in front of them and they were talking signage which is part of what was discussed in the joint meeting yesterday. Mr. Richter suggested we may want to have a joint meeting with the BZA.

**Executive Session**

**2022-415.** Move to enter into executive session at 7:10 P.M. pursuant to Ohio Revised Code 121.22 (G) (1) to consider the compensation of public employees, and 121.22 (G) (4) reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Fiscal Officer Jarrett and Administrator Purchase were invited into the Executive Session. The Board re-entered public session at 7:44 P.M.

Trustee Richter stated that on the donation list it showed a book that the Chesterland Historical Society donated titled "A Pictorial History of Chester Township in Geauga County". The book will end up in the Town Hall. Trustee Richter would like to take it home and continue looking at it. There was no print date, although a revised date of 2022 was located. It was shared that you could buy a copy of the book.

**ADJOURNMENT:**

There being no further business before the Board, Mr. Radtke adjourned the meeting at 7:45 P.M.

Respectfully submitted,

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Patricia Jarrett, Fiscal Officer

October 6, 2022    Motion # 2022-421  
Approval Date

\_\_\_\_\_  
Ken Radtke, Jr., Chairman

\_\_\_\_\_  
Joseph C. Mazzurco, Vice-Chairman

\_\_\_\_\_  
Craig S. Richter, Trustee