

The Chester Township Board of Trustees met in regular session **Thursday, January 12, 2023** in the Town Hall Meeting Room at 6:00 P.M. Chairman Craig Richter presided.

**Roll Call:** All Trustees and the Fiscal Officer were present along with Administrator Purchase.

**Pledge of Allegiance to the Flag**

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

**Executive Session**

**2023-4.** Mr. Richter moved to enter into executive session at 6:00 PM pursuant to Ohio Revised Codes 121.22 (G) (1) to consider the compensation of public employees and 121.22 (G) (4) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

Fiscal Officer Jarrett, Administrator Purchase, and Road Superintendent Onyshko were invited in to the executive session. Mr. Onyshko left the meeting at 6:27 PM. The board reentered session at 6:35 PM.

**6:35 PM – Zoning amendment Z2022-4 public hearing**

**2023-5.** Mr. Richter moved to open the continuation of the public hearing for zoning amendment Z2022- 4. The Trustees have received and reviewed the recommendation of the Geauga County Planning Commission.

Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

**2023-6.** Mr. Richter moved to waive the reading of the legal notice. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

Mrs. McCarthy summarized the minor modifications that were discussed in the last meeting.

**2023-7.** Mr. Richter moved to close the public hearing at 6:47 PM for zoning amendment Z2022-4. Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

**2023-8.** Mr. Richter moved to adopt with modifications zoning amendment Z2022-4 as presented by the Chester Township Zoning Commission and recommended by the Geauga County Planning Commission. Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

**Approval of Minutes**

**2023-9.** Mr. Richter moved to approve the minutes of the Board of Trustees meeting dated 1/5/23 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

**Public Comments/Questions**

There were no comments or questions from the public.

**Township Administrator**

Mr. Purchase shared that paperwork has been delivered to the prosecutor regarding the upcoming fire levy. He is currently working on the department head reviews. The Township is still waiting for word on the deed restrictions regarding properties on Chillicothe Road.

**Department Business – Road**

The Department on Aging will have its trash collection September 11-15, 2023. The 16<sup>th</sup> would be the community day clean up.

**2023-10.** Mr. Richter moved to approve the advertisement of various material bids for 2023 which will be received by the Chester Township Trustees, 12701 Chillicothe Road, Chesterland, OH, 44026 until 12:00 PM **March 9, 2023** 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 9, 2023**, at 6:35 PM. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

**Department Business – Fire**

**2023-11.** Mr. Richter moved to approve and accept the “Certificate of Estimated Property Tax Revenue”, as prepared by the Geauga County Auditor’s Office. This certificate is the result of the Board’s initiated action of a “Certificate of Need” and pertains to the renewal of the Fire Department’s 1.80 Mill Levy and its placement on the May 2<sup>nd</sup>, 2023, ballot. Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

**2023-12.** Mr. Richter moved to accept the resignation of full-time PM/FF Sam Meaney effective 1/16/23. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

**Department Business – Police**

**2023-13.** Mr. Richter moved to approve after the fact \$1,934.00 payable to Lake Erie Graphics for graphics on police vehicles C3 and C10 from 2081-210-323-0301 Repairs & Maintenance/Motor Vehicles. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

**Department Business – Zoning**

Mr. Ivans the assistant zoning inspector has completed his third week of training.

**New Business**

**2023-14.** Mr. Richter moved to approve pursuant to Ohio Revised Code 5705.41 the 2023 Chester Township Fire Department, Road Department, Police Department and General Fund blanket certificates and purchase orders as listed below. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

<b>Purchase orders</b>	<b>Date</b>
255-2022	12/29/2022
1-2023 to 91-2023	1/1/2023
<b>Blanket certificates</b>	<b>Date</b>
1-2023 to 99-2023	1/1/2023

**2023-15.** Mr. Mazzurco moved to identify the following as designees for Chester Township’s 2023 event sponsorship program supported by NOPEC totaling \$2,000.00. The dollar amount will be split up equally at \$333.33 each plus one for \$333.34. Mr. Richter seconded. Vote unanimous.; motion passed.

Designee	Amount
Chesterland Kiwanis	\$ 333.33
Chesterland Rotary	\$ 333.33
Chesterland Perennial Gardeners	\$ 333.33
Chesterland Historical Society	\$ 333.34
Chesterland Lions Club	\$ 333.33
WG Chamber of Commerce	\$ 333.33

**2023-16.** Mr. Richter moved to approve payment to employees for 2022 vacation balances per the Township policy manual as listed below. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

Employee	2022 hours	Employee	2022 hours
Robert Pomnean	40	John Onyshko	80
Craig Young	90		
Mary Lou Florentine	34		

**2023-17.** Mr. Richter moved to approve payment to employees for 2022 holiday balances per the Township policy manual as listed below. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

Employee	2022 hours	Employee	2022 hours
Robert Pomnean	8	Eon Osborn	36
Martin Neary	60	John Onyshko	16
Jeffrey Sherwood	8		

**2023-18.** Mr. Richter moved to approve payment to Road Department employees for 2022 vacation balances per the Township policy manual as listed below. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

Employee	2022 hours	Employee	2022 hours
Jim Gardner	40	Tom Obrien	16
Jim Mitri	14.50	Pete Oravec	80
Rick Rakich	24	Sean Peck	48
Roger Johnson	11		

**2023-19.** Mr. Richter moved to approve \$3,130.00 payable to Mulberry Creek Greenhouse Inc. for the 2023 hanging baskets from appropriation 1000-760-730-1202 Improvement of Sites/Parks & Recreation. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

A short discussion took place about the flowers for the township. Trustees agreed to contribute again this year.

**2023-20.** Mr. Richter moved to approve to submitting a ballot to Nick Schwab, OTARMA Nomination Committee Chair to vote for Joyce Fetzer-Martin and Philip G Cox to serve for the next four years on the OTARMA Board of Directors. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

**Township Park**

**2023-21.** Mr. Mazzurco moved to advertise in the Chesterland News for landscape, grounds and field maintenance proposals for Chester Parkside Park, Town Hall and Fire Department with sealed bids due at Chester Town Hall by 4:00 PM February 8, 2023. Bids will be open at February 9, 2023 at 7:00 PM. Mr. Richter seconded. Vote unanimous.; motion passed.

**2023-22.** Mr. Mazzurco moved to amend 2023-21 to add Chester Cemetery to bid proposal of 2023-21. Mr. Richter seconded. Vote unanimous.; motion passed.

**Fiscal Officer’s Report**

Fiscal Officer Jarrett shared W2’s went out and still working on the uploading process. The bank reconciliation is done, but she is unable to post because the med count numbers will not be available until January 21, 2023.

**Financial Items**

**2023-23.** Mr. Richter moved to approve the financial transactions below. Mr. Richter seconded. Vote unanimous.; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
EMS	500.00	2281-930-930-0000	2281-760-730-0080	Per Shaw
Road	4,500.00	2031-760-730-0000	2031-330-599-0000	Per Onyshko
Road	10,000.00	2031-760-730-0000	2031-330-323-0075	Per Onyshko

CHECKS		
Date	Starting No.	Ending No.
1/17/23	86158	86168
1/12/23	86169	86235

Fiscal Officer’s note: the last check number used on 12/29/22 was **86157**

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
1-17-23	72-2023	139-2023	Reg Payroll/Police Bonus

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
143-2023	First National Bank EFTPS	24,761.57	1/17/23	Employee & employer withholding – Federal
70-2023	Public Employees Retirement System	47,733.75	1/27/23	Employee & employer withholding – Retirement
71-2023	Ohio Police & Fire Pension Fund	15,034.06	1/27/23	Employee & employer withholding – Retirement
1948-2022	Regional Income Tax Agency	4,398.22	12/31/22	Employee & employer withholding – RITA tax

**Open/Ongoing Items**

- Reserve Study – Trustees will read and comment at next meeting
- Henry House – Need to execute the agreement; quick discussion on the sewer (capping)
- Property Consolidation: Vic Cizak – Still in the works with research going on

- VFFDF / VPODF
  - fire is filed and a bill should be coming (\$ 150 estimated)
  - police were having issues on-line and Mr. Richter sent several e-mails and they are funded with no claims so we can anticipate no bills

**Upcoming Items/Deadlines**

- Department Head Reviews – Waiting on one more response
- 2023 Winter Conference – Mr. Mazzurco and Mr. Purchase will look into going (no hotel)
- Geauga-Trumbull Solid Waste Community Grants Workshop – Mr. Mazzurco will be going to the meeting next Tuesday

**Discussions**

- Government Update: J-1/12, K-1/26, C-2/9, J-2/23
- DER is Craig Richter and alternate DER is Kelly Paulic
- Mr. Purchase shared that people are complaining about the recycle bins. Bins are full and people continue to utilize with stuff overflowing and the Road Department has to clean it up. All glass bins have been removed.
- Legal – discussion concerning contract with Clemans-Nelson

**2023-24.** Mr. Richter moved to enter into executive session at 7:30 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the compensation of public employees. Mr. Mazzurco seconded.

**Roll Call Vote:** Mr. Richter, yes; Mr. Mazzurco, yes; Mr. Radtke, yes. Motion passed.

Fiscal Officer Jarrett and Administrator Purchase were invited in to the executive session. The board reentered session at 7:47 PM.

Mr. Saric requested clarification of how and who gave township money. Mr. Mazzurco explained the money from NOPEC is not the townships money, but rather money that the township must give out (to non-profit organizations).

**ADJOURNMENT:**

There being no further business before the Board, Mr. Radtke adjourned the meeting at 7:49 PM.

Respectfully submitted,

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Patricia Jarrett, Fiscal Officer

February 2, 2023 – motion number 2023-40  
Approval Date

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Craig Richter, Chairman

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Joseph C. Mazzurco, Vice-Chairman

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Ken Radtke, Jr., Trustee