

The Chester Township Board of Trustees met in regular session Thursday, April 20, 2023 in the Town Hall Meeting Room at 5:30 P.M. Chairman Craig Richter presided.

Roll Call: All Trustees and Fiscal Officer were present.

Pledge of Allegiance to the Flag

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

Leading Motion #: 2023-136

Executive Session

2023-136. Mr. Richter moved to approve to enter into executive session at 5:31 P.M. pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment, employment, dismissal, and 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.

Invited into the executive session is Township Administrator Mark Purchase, Fire Chief Shaw and Fiscal Officer Patricia Jarrett. The Board then reentered public session at 6:02 P.M. Fire Chief Shaw left at 5:47 P.M.

2023-137. Mr. Richter moved to approve and sign the Proclamation for Casey Orloski, a Senior at West Geauga High School, for showing heroism.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Fire Chief Shaw is proposing adding additional full-time personnel. Advantages to full-time firefighters include consistent scheduling, could mandate work shifts, their first work priority would be Chester Twp., and increase consistency in operations. Full-time staff does cost more. The recommendation is to look at adding full-time personnel. Chief Shaw would like to phase in rather than hire all at once. It would require new levies at some point in the future. The Board will have to discuss further looking at projections. Chief Shaw would like to hire someone before summer. Mr. Mazzurco asked if hiring an Assistant Chief would be considered. Chief Shaw noted that one (1) employee showed interest, but not on a full-time basis. Local Fire Chiefs have reached out noting may have interest in the position if and when time is right. This is over and above any cost. The goal is three (3) additional firefighters and one (1) Assistant Chief.

Proclamation – Presentation to Casey Orloski from Chester Township Trustees

Proclamation – Presentation to Casey Orloski from Newbury Township Trustees

Barry Leven shared one (1) year ago this month that he approached BOT for a pickleball court. Donations continue to come in. Bud Kinney shared the specs have been developed. Due to the cost of the project, the job must have a public bid. Information has been submitted to Shelia Salem and we have not heard back.

Lisa Luoma, Road Department Administrative Assistant and sexton for the cemetery noted the Sons of American Revolution process paperwork for headstones for the Revolutionary War Veterans that do not have a proper headstone (missing, damaged, etc.). If we would like them to continue to do this on our behalf, a letter would need to be produced giving permission to do so. Mr. Bailey is our contact person. Mr. Richter discussed possibly seeing if the Historical Society would be interested in the old headstones.

At the Memorial Day event Mr. George Zehnder would like to have three (3) individuals dressed in historical clothing and allow them to walk back to the headstones of the Revolutionary War Soldiers. He would encourage people to walk around the cemetery at the end of the service to educate themselves and learn about the individuals and simply pay their respects to the Veterans. A suggestion would be to pass out flags and allow them to be placed at the graves.

2023-138. Mr. Richter moved to approve Lisa Luoma to sign and submit the letter allowing the replacement of the Veteran's headstones.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Rachel with the Geauga County Engineer's Office shared all bids were reviewed and opened last Friday. They are recommending an award for the Resurfacing Project to Cole Burton. The Chip Seal of Various Roads they are recommending an award to Geauga Highway Company.

Department Business – Zoning

Andy Chess of the Zoning Commission noted that the Zoning Commission is looking for clear direction. He shared prohibited use needs to be more specific with words or names inserted in the language. He also shared his concern for nursing homes, congregate care and cluster homes. He would like to see a conversation with a professional legal person and determine if any change would stand up in Court. Mr. Purchase confirmed that our current zoning resolution states that if it is not a permitted use – it is a prohibited use. It is made clear. Mr. Purchase did reach out to Shelia Salem. In addition, he spoke to Dave Dietrich (prior Director of Planning Commission), Linda Crombie (current Director of Planning Commission) and Lori Benza (Attorney). All were consistent with leaving the current language. Mr. Chess still feels an additional legal opinion would be needed. Mr. Chess noted looking at reaching out to Professor Weinstein. Mr. Chess noted he was told the cost would be \$1,000.00. Linda Gifford shared she feels we have enough opinions on the matter. Pat Mula said she would caution the Board to be careful of putting the Township in a position of being discriminatory. She suggested referring to case law. It was shared the Township has contracted with a new attorney to provide HR services. He may be able to shed some light on this.

Road Superintendent John Onyshko shared Brook Lane will be a full pave project. The driveway pipes are just about done. Waiting for seed to come in next week to hydroseed. Three (3) inches are being added to the top of the road. County Engineer recommended removal of trees in right of way. Discussion continued with what trees should and should not be removed. Trees currently marked are the ones in the right of way. A resident noted that at one time the road was not being graded correctly with the volume of garbage trucks going down the road and the paving was done poorly. Tanker trucks are now on the road to maintain the two (2) gas wells. He feels continued truck traffic is the reason the road is damaged. Mr. Richter and Mr. Radtke thinks taking down the trees that are leaning and trimming should be sufficient. Another resident spoke up noting the big trees are vital to the characteristics of the neighborhood and he was happy to hear the Boards comments. Several residents shared thoughts and concerns over the roads. The tree project needs to get scheduled soon since set to

begin road repair in June. The actual site is located in Lake County, however, the access to the site is in Chester Township, Geauga County. May need to reach out to Lake County.

2023-139. Mr. Richter moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
144-2023	T/N	\$4,700.00	DJL Material & Supply Co	Three (3) pallets crack sealer
145-2023	Reg	\$5,800.00	Kalida Truck Equip. Inc	Build modification truck #21
146-2023	Reg	\$2,100.00	Kalida Truck Equip. Inc	New salt conv for truck #19
148-2023	Reg	\$4,000.00	A&A Safety Inc	Various signs for road stock
149-2023	Reg	\$5,200.00	Kalida Truck Equip Inc	Tool box for intl 515/quote MBR0006658
150-2023	Reg	\$3,500.00	VanCuren Services	Tree Removal

Executive Session

2023-140. Mr. Richter moved to approve and enter into executive session at 7:44 P.M. pursuant to Ohio Revised Code 121.22 (G) (2) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding.

Mr. Mazzurco seconded.

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

Invited into the session is Township Administrator Mark Purchase, Fiscal Officer Patricia Jarrett and Vic Cizek. The Board reentered public session at 8:19 PM.

Approval of Minutes

2023-141. Mr. Richter moved to approve the minutes of the Board of Trustees meeting dated April 6, 2023 as presented to the Board by the Fiscal Officer.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Township Administrator

2023-142. Mr. Richter moved to approve, sign, and incorporate the revised Media Relations Policy and the revised Purchasing Policy effective 4/20/23 into the policy manual.

Mr. Mazzurco seconded.

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

Department Business – Fire

2023-143. Mr. Richter moved to approve the hiring of Bryan Hann as a part-time FF/EMT-P at the rate of \$20.90/hour, effective May 1, 2023 contingent on the employee successfully passing a drug test and background check.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-144. Mr. Richter moved to approve the hiring of Cody Smith as a part-time FF/EMT-P at the rate of \$20.90/hour, effective May 1, 2023 contingent on the employee successfully passing a drug test and background check.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-145. Mr. Richter moved to authorize the Fire Chief to enter into an agreement with Auburn Career Center Public Safety programs to exchange the items listed below for tuition assistance in the amount of \$8,530.00. Mr. Mazzurco seconded. Mr. Richter, no; Mr. Mazzurco, no; Mr. Radtke, no. Motion failed.

Quantity	Item
2	Stryker Cots
2	RIT bags
9	Lg. SCBA masks
14	Med. SCBA masks
27	Misc. SCBA masks
15	SCOTT SCBA harnesses

2023-146. Mr. Richter moved to authorize Trustee Ken Radtke to enter into agreement with the Auburn Career Center Public Safety Program and to exchange the items listed below for tuition assistance in the amount of \$8,530.00.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Quantity	Item
2	Stryker Cots
2	RIT bags
9	Lg. SCBA masks
14	Med. SCBA masks
27	Misc. SCBA masks
15	SCOTT SCBA harnesses

2023-147. Mr. Richter moved to approve Fire Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
143-2023	Reg	\$2,265.65	Visual Armor Security	Replace 4 security cameras at FD

Department Business – Zoning

Mr. Purchase discussed the possibility of re-zoning property from residential to industrial as well as deed restrictions for several parcels. This will be discussed in further detail at another meeting.

New Business

Mr. Richter shared it has been one (1) year since Mark Purchase was hired as the Township Administrator and a lot has been accomplished. Mr. Mazzurco agreed. The Township has moved forward with many things in a timely fashion since he came aboard.

2023-148. Mr. Richter moved to approve and sign the proposed General Service Agreement between the Chester Township Board of Trustees and the Podojil Excavating Company PO Box 95 Chesterland, Ohio 44026 for the demolition of the structure located 8580 Mayfield, Chester Township, Ohio 44026 (aka Henry House).

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-149. Mr. Richter moved to approve the Proclamation for Memorial Day. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2023-150. Mr. Richter moved to approve and sign the proposed notice: Termination of Services Agreement, thereby concluding the existing “Management Consultant Agreement” between the Chester Township Board of Trustees and Clemans Nelson & Associates, Inc., effective May 27th, 2023, and in accordance with the terms of the existing agreement. Mr. Mazzurco seconded.

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

2023-151. Mr. Richter moved to approve and sign a cemetery deed for the sale of the following plot. Mr. Mazzurco seconded. Vote unanimous; motion passed.

DEED #	SECTION	PLOT	SITE(S)
23-001	B	058	3 & 4

2023-152. Mr. Richter moved to approve the use of the Chester Township property and waive the associated fee as listed below: Mr. Mazzurco seconded. Vote unanimous; motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
Geauga West Library	June 23, 2023	Pavilion – West	11:00AM – 12:45PM	Story time w/ Trustees

Township Park

Mr. Mazzurco shared the Perennial Gardeners are looking to replace the two (2) crabapple trees in Parkside Park. They will prune them one more time.

Financial Items

2023-153. Mr. Richter moved to approve the financial transactions below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
Rd	\$5,000.00	2031-760-730-0000	2031-330-323-0075	Per J Onyshko

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
Gen	147-2023	T/N	\$472.35	McDonald Equip Co	Repair of Generator

CHECKS		
Date	Starting No.	Ending No.
4-25-2023	86565	86574
4-20-2023	86575	86615

Fiscal Officer’s note: the last check number used on 4/6/23 was 86564

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
4/25/2023	625-2023	698-2023	REGULAR PAYROLL

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
700-2023	First National Bank EFTPS	\$21,376.50	4/25/2023	Employee & employer withholding – Federal

Fiscal Officer’s Report

Donations Received		
Received from	Amount	Description
Bruce Wiley	\$250.00	Pickleball Court

Chief Shaw requested we look into a Revolving Loan Program that is interest free offered by the State Fire Marshall. Its \$600,00.00 over the whole state. Fiscal Officer Jarrett not sure that we qualify, but can research. Will continue to keep updated.

Open/Ongoing Items

Recycle Park Gates – Gates were installed about ten (10) days ago and we are seeking reimbursement from the Go Green Grant. The gates will be opened at 7:00 A.M. Monday through Friday by Mr. Purchase and will be closed at dusk by the Police Department. Week-ends will be both opened and closed by police. Hours will be reflected on the web-site.

Upcoming Items/Deadlines

Create Special Meeting 5/25/23 at 4:00 P.M.
2024 Budget Hearing – County Offices – Monday, 8/21/23 from 9:00AM – 3:00PM

Discussions

Public Records Training – May 16, 2023 Lakeland Community College (anyone can register)
Ethics Training – May 17, 2023 at West Geauga Library (many Township employees will be attending)
New Website www.chestertwp.com

2023-154. Mr. Richter moved to approve Trustee Ken Radtke to sign the Denial of Access letter to True North. Mr. Mazzurco seconded. Vote unanimous; motion passed.

NOPEC

- Phone calls coming into Township about NOPEC – NOPEC phone number on our website
- Clarify that if you do nothing and you are not currently under contract you will be re-enrolled with NOPEC automatically

Gotta Go Green – Thomas Fence project is complete; Mr. Mazzurco needs copy of invoice and check to get reimbursed

Government Update – 4/20/23-KR, 5/4/23-CR, 5/18/23 JM

Mr. Purchase noted that next Wednesday is Administrative Assistant Day. He wanted to recognize the efforts of all the administrative staff in all buildings.

It was suggested by Pat Mula the motion regarding the Fire Chief and the Auburn Career Center be amended. Nothing in the motion states the equipment per Ohio Law is obsolete, but still can be used for fire training.

It was then suggested by a resident we contact the Sheriff’s Office to weigh the trucks traveling on Brooke Lane. If they are as heavy as we think they should not be on our roads.

2023-155. Mr. Richter moved to amend motion # 2023-146 to add the language equipment is obsolete and of no further value to the Township. Mr. Mazzurco seconded. Vote unanimous; motion passed.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 8:55 P.M.

Respectfully submitted,

Patricia Jarrett, Fiscal Officer

May 3, 2023 – motion # 2023-159
Approval Date

Craig Richter, Chairman

Joseph C. Mazzurco, Vice-Chairman

Ken Radtke, Jr., Trustee