

The Chester Township Board of Trustees met in regular session **Thursday, June 1, 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.

### **Pledge of Allegiance to the Flag**

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

Leading Motion #: 2023-204

Mara McClain of Sedgwick manages the BWC program and claims for the Township. She did a review on where the Township is now, where the Township is going, and then discussed group retro offer for the 2024 rate year. The deadline to enroll in the group retro offer is July 21, 2023.

**2023-204.** Mr. Richter moved to approve the continuation of participation in the group retro program for public employers for 2024 with Sedgwick and fee to be allocated per table below. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

Fund	Appropriation	Amount
General	1000-110-230-0000	Work Comp - \$555
Police	2081-210-230-0000	Work Comp - \$550
Road	2031-330-230-0000	Work Comp - \$550
Fire	2111-220-230-0000	Work Comp - \$550

The swearing in of James Valvoda and Austin Giroski as full time FF/EMT-P took place. Next was the swearing in of Bryan Hann as part time FF/EMT-P. Chief Shaw shared their work experience as well as indicating the Board's excitement to have them join our department.

### **Approval of Minutes**

**2023-205.** Mr. Richter moved to approve the minutes of the Board of Trustees meeting dated May 25, 2023 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

### **Township Administrator**

CEI requires that there be a contract regarding the LED Street Lights. There is nothing that will be changing and everything will remain the same. The Township chose option 3 which states when the bulbs fail, they will get replaced with LED bulbs. NOPEC can be utilized.

**2023-206.** Mr. Richter moved to approve that the Township enter into an LED Street Light Agreement with The Cleveland Illuminating Company for the replacement of Chester Township's streetlights, thereby selecting option C (Replace on Failure), from the three available options provided by the Illuminating Company. Mr. Mazzurco seconded.

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

It was confirmed that the Township will participate once again with NOPEC.

### **Department Business – Road**

**2023-207.** Mr. Richter moved to approve after the fact a PO for Ohio Cat to repair the asphalt roller using account number 2031-330-323-0074 Repairs and Maintenance (Outsourced Work). Mr. Mazzurco seconded. Vote unanimous.; motion passed.

Mr. Purchase spoke about adding one line to the current policy manual noting the Township is not liable for potential damage associated with general maintenance in the cemeteries. Mr. Richter said the Township has a responsibility to maintain the cemetery and the headstones should they crack or crumble.

**2023-208.** Mr. Richter moved to approve, sign, and incorporate the revised Cemetery Policy effective 6/1/2023 into the policy manual. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

### **Department Business – Police**

**2023-209.** Mr. Richter moved to approve and authorize the purchase of eight Getac VR-X20 i7 mobile camera systems along with eight Getac ORB42X body worn cameras and corresponding equipment, as specifically documented in the attached quote, totaling \$66,846.36. This Purchase Order shall be made payable to Brite, 7647 Main Street Fishers, Victor, New York 14564. Payment for the above noted equipment shall be made as follows: \$57,419.06 from appropriated line item 2273-330-360-2073, with the remaining \$9,427.30 from police appropriated line item 2081-930-930-0000 (Contingencies).

Mr. Mazzurco seconded.

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

### **New Business**

A short discussion took place concerning the Township obtaining an EV Charging Station and the cost involved. The Trustees are not in favor of this at this time.

**2023-210.** Mr. Richter 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
West Geauga JV & Varsity Cheerleading Squad	6/11/23, 6/24/23, 7/15/23, 7/29/23 & 8/12/23	Town Hall Parking Lot	10:00AM – 2:00PM	Car Wash - Fundraising
UBS	7/25/23	Town Hall Meeting Room	6:00PM – 8:00PM	Social Security Seminar

### **Township Park**

Chairman of the Park Board, Al Parker shared that he obtained a \$5,000 grant from the Cleveland Guardians and the money will be put towards new bleachers. The bleachers will have safety rails. The Park Board will pay the balance. Regarding picnic tables, a \$3,500 grant was received from the Go Green Program with the provision that Go Green be engraved on the side of the tables. The plan is to get eight (8) tables. Back to the Guardians, part of the grant requires a sign be placed on the bleachers

clearly naming the Cleveland Guardians. Joe Weiss has offered to purchase a sign himself. This is the third grant the Township has received.

A resident asked if we were going to obtain anything from Newbury Schools like lights, a scoreboard, etc. The answer is no.

**2023-211.** Mr. Richter moved to approve \$7,644.00 out of the General Fund Park Appropriation for \$4,700.00 for Picnic Tables and \$2,944.00 for bleachers with the funds payable to Chester Township Park District.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

The Park Board is working on a couple of issues. First is the amount of water on the red brick walkway that is causing flooding. New drainage is being discussed. The second is landscaping. There are some dead bushes and trees in the park. The goal seems to remove these dead items.

### **Financial Items**

**2023-212.** Mr. Richter moved to approve the financial transactions below.

Mr. Mazzurco seconded. Vote unanimous.; motion passed.

PURCHASE ORDERS					
Dept	PO #	Type	Amount	Payable To	Purpose
Gen	176-2023	Reg	\$2,000.00	Kiwanis Club of WG	2023 Summer Concert Series

CHECKS		
Date	Starting No.	Ending No.
6/6/23	86767	86803
Fiscal Officer's note: the last check number used on 5-25-23 was 86766		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
6/6/23	853-2023	920-2023	Reg Payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
924-2023	Public Employees Retirement System	\$48,837.18	6/28/23	Employee & employer withholding – Retirement
923-2023	Ohio Police & Fire Pension Fund	\$16,679.88	6/28/23	Employee & employer withholding – Retirement

### **Fiscal Officer's Report**

Donations Received		
Received from	Amount	Description
Patricia Jarrett	\$100.00	Flower Baskets

The Henry House has been demolished and the project should be complete within a day or two. Mr. Purchase inquired if that property will be part of the park. He indicated he would like to get some estimates for siding and a roof. The garage is utilized for storage by different departments. The structure appears solid and the inside is dry. The garage does not have power.

Mr. Onyshko, Road Superintendent will be ordering the pipe for Hancock Park soon. Hoping with a new pipe the water will flow freely. Discussion continued about language for a sign.

2022 DIG Grant has been closed out. Mr. Mazzurco shared there is another grant we applied for and got. This will need to be discussed further.

Advertising for the budget was confirmed. The public hearing is at 6:30 PM on July 11, 2023 and will be advertised on June 22, 2023 as a legal notice in the Maple Leaf and on June 21, 2023 as a standard ad in the Chester News. The discussion to approve the budget will be at the next regular meeting, which will begin at 5:00 PM on June 15, 2023.

### **Discussions**

Special Event Zoning – some Townships have this in their zoning resolution which allows the department heads to sign off on any special event and clearly states the event planner pays for any additional services needed by the Township.

Resident Jamie Saric asked if a breakdown was received for the drag event. Approximate numbers were mentioned, but no formal breakdown was provided.

Limited Home Rule – Allows more authority to the Township to focus on zoning issues. Mr. Richter wants to take a deeper look at this.

Notary Certification – Kelly Paulic, Administrative Assistant, will begin the process of becoming a notary.

Payroll Processing Software – Mrs. Jarrett, Fiscal Officer said there was not a huge benefit to using ADP. There would be an additional cost, learning the software, etc. Did not see a benefit at this time.

Electronic Populate Application for Use of Township Properties – Kelly can look into having the form populated.

National Fitness Campaign – After reviewing the material it was determined that the Township would not be participating based on the costs associated.

Fuel System – Township looking into 500 gallon above ground tanks. Currently the Police Department is utilizing Wex cards. There is a problem with the underground tanks we have and eventually they need to be pulled out. It was suggested expanding Wex participation to the Road Superintendent and the Fire Chief for unleaded fuel only.

Pickleball Update / Bids – The bids received were higher than anticipated and the situation needs to be reviewed and discussed concerning options. Mr. Leven suggested taking lowest bids from each category. Mr. Purchase is not sure if contractors that bid on the whole package would be open to taking a partial job. Mr. Radtke said he will reach out to legal after he reviews the bid package again.

Government Update – 6/1/23-KR; 6/15/23-CR; 6/29/23-JM

**2023-213.** Mr. Richter moved to enter into executive session pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

Mr. Mazzurco seconded.

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

Invited into the executive session is Fiscal Officer Jarrett and Township Administrator Purchase. The Board then reentered public session at 8:46 P.M.

**2023-214.** Mr. Richter moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous.; motion passed.

PO #	Type	Amount	Payable To	Purpose
175-2023	Reg	\$4,055.00	Cleveland Equipment LLC	Auger Attachments

Mr. Richter stated that a suggestion was made to advertise in the local paper if anyone has relatives that may need to be added to the list for veterans buried in our cemeteries. Trustees thought great idea.

**ADJOURNMENT:**

There being no further business before the Board, Mr. Richter adjourned the meeting at 8:47 P.M.

Respectfully submitted,

\_\_\_\_\_  
Patricia Jarrett, Fiscal Officer

\_\_\_\_\_  
June 15, 2023 – motion # 2023-215

Approval Date

\_\_\_\_\_  
Craig Richter, Chairman

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

\_\_\_\_\_  
Ken Radtke, Jr., Trustee