

The Chester Township Board of Trustees met in regular session Thursday, March 29, 2007, in the Town Hall Meeting Room at 7:00 p.m. Chairman Charles R. Stevens, presided.

All Trustees and the Fiscal Officer were present.

Audience: Anita Philpott, Dick Philpott, Alice Mantey, Ken Mantey, Kurt Feigle, Bud Kinney, Joan Rusek, Dal Lanese. James Montague

### **Welcome**

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

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

### **Are there any questions or additions from the Board on tonight's agenda?**

No questions or additions.

### **Questions and Public Input**

No questions or public input.

### **Bid Opening: (7:05pm)**

**2007-267.** Mr. Stevens moved to waive the reading of the advertisement for the bids of the various road maintenance materials that appeared in the Chesterland News and in the News Herald on March 14, 2007. Mr. Cotman seconded. Vote: Unanimous. Motion passed.

The sealed bids were opened and read aloud for the furnishing and delivery of various road materials.

Bids were received from the following companies:

- Kokosing Material  
Bid Guaranty Bond attached  
Hot asphalt only
- Cleveland Central Enterprise Co.  
Check in lieu of bid bond attached  
Limestone and gravel products
- Pavement Tech  
Bid Bond attached  
Dust control only
- Ontario Stone Corp.  
Bind Bond attached  
Limestone products and #9 gravel for ice control
- Arms Trucking  
Bind Bond attached  
Limestone
- Schloss Materials Co.  
Bid Bond attached  
Hot Asphalt
- Osborne Concrete  
Bind Bond attached  
Limestone

**2007-268.** Mr. Stevens moved to forward the bid to the Road Superintendent for his review and recommendation to the Board. Mr. Cotman seconded. Vote: Unanimous. Motion passed.

**Road Department:**

Road Superintendent, Chuck Mascella's Bi-Weekly Report:

- Heath Road north of Legend Creek. The road continues to sink in the southbound lane and is pushing the shoulder area into the river. Soil analysis has been done and a written report for a scenario of repair will be forthcoming. Explanation of the process which may be used to solve this problem.
- Issue II information has been passed on to the County.
- Geomelt update. The pump is all assembled. Explanation of the next steps for use of this product.

**2007-269.** Mr. Stevens moved to approve up to \$14,000.00 for the purchase of Geomelt salt enhancement solution from Road Solutions, Inc., 5616 Progress Road, Indianapolis, IN 46241, from appropriation #2031-330-490-0000. Mrs. Caputo seconded. Vote: Unanimous. Motion passed.

- Discussion ensued regarding options for a new vehicle which the Road Superintendent uses. The current truck's five year lease is almost up. Ambrose Leasing has a 2005 vehicle which would work very well. Figures were presented for leasing vs. purchasing the vehicle outright. Board members feel other purchase options should be looked at by the Road Superintendent.
- The week of April 16<sup>th</sup> is the senior clean-up week.

**2007-270.** Mr. Stevens moved to approve up to \$4,000.00 for the supplying of dumpsters for the senior clean-up days from April 16<sup>th</sup> through April 18<sup>th</sup> payable to Penn Ohio Corporation, 4813 Woodman Avenue, Ashtabula, Ohio 44004 from appropriation #1000-110-599-0100. Mr. Cotman seconded. Vote: Unanimous. Motion passed.

- Discussion regarding changes suggested from Chris Sheridan, Assistant Prosecuting Attorney, regarding the cell phone policy. The Board asked the Road Superintendent to contact Mr. Sheridan for a further clarification of the \$20.00 reimbursement the Township currently has available for Road Department employees.

**2007-271.** Mr. Stevens moved to approve and sign Road Dept. Payroll Time Sheet dated March 24, 2007. Mrs. Caputo seconded. Vote: Unanimous. Motion passed.

- Mr. Mascella explained the changes he is proposing to the Permanent Appropriations for the Road Department. The Permanent Appropriation would utilize 100% of the Road Department's Certificate of Estimated resources and still leave the Department under its needs by approximately \$ 85,000 for contracts to repave roads and in addition by the cost to fix the Heath Road cave in.
- A member of the audience suggested another option to the Board for the work that needs to be done on Heath Road, north of Legend Creek. The Road Superintendent responded to why the Township has to fix the road by the standards set because the river along Heath Rd. is considered a scenic river.
- Jim Montague questioned the fact that no carryover would be provided for the Road Dept. for next year. Mr. Stevens responded.

## **Police Department:**

### Police Chief Mark Purchase's Bi-Weekly Report:

- Update on employment testing for officers for the Police Department.
- Safety Township classes are being formed for the weeks of June 25<sup>th</sup> – 29<sup>th</sup> and July 23<sup>rd</sup> - 27<sup>th</sup>, with two classes, one in the morning and one in the afternoon. A modified class for Miss Pat's Day Care Center will also be held.
- School lock down drills will be completed as of tomorrow. All schools have plans in place. The drills now are just for an intruder and explanation of other situations where a lock down may occur are also discussed.
- On May 4<sup>th</sup>, the Chief will be presenting a session on helping the senior driver at the West Geauga Senior Center.
- On Memorial Day weekend, the Police Department will be participating in the seat belt program **Click It or Ticket**.
- The mock accident will once again be presented at the West Geauga High School before prom weekend. The Police Dept. has been invited to join Chagrin Falls for participation in a program entitled **Your Life – Your Choice**, which is a whole day of education and scenarios for the students of all area high schools.
- There is a problem with the Township's recycling center due to debris being blown to the front of the Police Department. Perhaps an educational letter in the local newspaper or additional signage is in order so this problem doesn't continue.
- The Police Dept. and the Auxiliary Officers could also participate in the

**2007-273.** Mr. Stevens moved to approve \$9405.00 to Countryside Truck, 16100 G.A.R. Highway, PO Box 196, Montville, Ohio 44064 for doing preventative maintenance during 2007 on all Fire and EMS vehicles except the two pick up trucks and engine 3423 which we are planning to sell from appropriation 2111-220-323-0301 Repair and Maintenance-Motor Vehicles. Mr. Cotman seconded. Vote: Unanimous. Motion passed.

- An ad will be placed in the Ohio Township Association magazine to sell the fire truck at a cost of \$15,000.00.
- Bill Laditka, Jr., Chuck Mascella, Ron Cotman and Chief Wargelin met regarding the Fire Department exterior maintenance. They are waiting for a proposal and cost estimate back from Mr. Laditka's Company to prepare the bid package. Mr. Cotman explained the two options which will be presented by Mr. Laditka, Jr. for this proposal. Mr. Stevens added that there are no costs associated with this project at this time.
- Chief Wargelin discussed the proposed changes to the Permanent Appropriation for the Fire Department. Chief Wargelin explained why some of the changes he and Mr. Cotman made. They will also be looking to use grant money to cover some of the items the Department wishes to purchase. The Fiscal Officer expressed her recommendation regarding grants and also having a larger than \$12,000.00 contingency account for the Department as this is the first complete year the Township will be running a Fire Department. The Majority of the Board of Trustees concur they are comfortable without having a large contingency since, other than the General Fund; there are no other departments with contingencies. The Fiscal Officer noted her objections to not having a contingency account for the first year of operations of this Department. She also noted that the Road Department doesn't have any funds available for a contingency account and the Police Department was within approximately \$ 10,000 for expenditures between 2005 and 2006; and that both Departments have been run by the Township for many years. Mr. Cotman added that the last five years spending history of the Fire Department, when it was a separate entity, has been reviewed which reflects the actual cost of the department. Mr. Philpott, a resident in the audience, also expressed agreement that the Department should have a contingency account.
- The Fiscal Officer stated that the Workers' Comp appropriation should be increased by \$1,000.00 to \$41,500.00, which will include the \$2,600.00 for the Explorers.

#### **Old Business:**

**2007-274.** Mr. Stevens moved to approve in accordance with ORC Section 9.833 the Township will self insure a portion of health insurance claims and in accordance with ORC 505.6 the Township will purchase insurance to cover claims over the amount covered by the Township. All claims are administered by and subject to the insurance policy provided by United Health Care. Mr. Cotman seconded. Roll call vote: Mrs. Caputo, yes; Mr. Cotman, yes; Mr. Stevens, yes. Motion passed.

**2007-275.** Mr. Stevens moved to approve in accordance with ORC 505.6 the Township is changing to Delta Dental to provide Dental Insurance. Mrs. Caputo seconded. Roll call vote: Mrs. Caputo, yes; Mr. Cotman, yes; Mr. Stevens, yes. Motion passed.

**2007-276.** Mr. Stevens moved to approve in accordance with ORC 505.6 the Township is making a plan change to the Central Ohio Mayors Group, COMG plan with VSP for Vision Insurance. Mr. Cotman seconded. Roll call vote: Mrs. Caputo, yes; Mr. Cotman, yes; Mr. Stevens, yes. Motion passed.

#### **Zoning Inspector:**

Zoning Inspector Mike Joyce's Bi-weekly Report:

- He reported on applications which have been filed for Zoning Certificates, other statistics on pending matters, along with matters to come before the BZA in April, 2007.
- The Stormwater meeting is being set up for mid-April which will be held in Town Hall.
- Reported on the County Stormwater meeting which was attended by Mrs. Caputo, Mr. Cotman, Mr. Joyce, and Mr. Mascella.
- Update on the gas/oil wells which have been applied for in Chester Township.
- The upgrade for the split screen for the Pictometry has been rescheduled to Wednesday, April 4<sup>th</sup>, at 3:00 p.m.
- The projection equipment has been installed in the meeting room at Town Hall and is functional.

**Old Business:**

Discussion ensued regarding the four structures on one parcel, which the Township owns, next to the park. Two of the rental properties are in disrepair and are such that they cannot be rented at this time. There are two properties which are currently being rented; one is the house being rented for \$700.00 per month on a month to month basis, and the other is the commercial property which is being rented for \$1,150.00 per month with a lease in place that will expire on September 30, 2007. The lease states that 120 days notice will be given to the tenants of the commercial property if the Township wishes not to renew the lease. The one rental property, which is in disrepair, is the apartment which had in excess of \$12,000.00 damage done to it by the previous tenant. A judgment has been secured against the individual but it is unlikely that the Township will receive any restitution based on his inability to pay. The home that is vacant at this time needs major repairs which have been estimated to be over \$18,000.00 based on the Road Superintendent's analysis.

The EPA is recommending that the Township replace the water system which serves these four structures at an estimated cost to the Township of over \$20,000.00.

The Road Superintendent gave the Board two quotes for demolition costs, the higher is \$45,000.00 for all four structures. The cost to seal the well off, which is located in one of the buildings, would be about \$1,000.00. The grading and seeding of the property would come in at a high estimate of \$1,000.00. The total cost to remove the four structures would be approximately \$47,000.00.

The maximum rental we could get from all four properties per year would be \$34,000.00 after the repairs are made.

Mrs. Caputo said with the EPA and the well and the \$20,000.00 to replace the water system, she just does not want to see the buildings standing there vacant. She feels that if they are not going to be fixed and rented, she doesn't want another Chester School disaster to occur with those buildings.

Mr. Cotman is definitely not in favor of investing in those buildings. The only purpose for the Board of Trustees to own property, in his opinion, is to benefit the community. Right now, except for the Building Maintenance Shop in one of the buildings, this property is not benefiting the community. Two options are available in Mr. Cotman's opinion, to either proceed to raze the structures and put together a plan to use that space for a community purpose or sell the property, which he does not favor because that property is valuable for whatever we do as a Township for either park expansion or municipal facilities. The property is located at a critical part of the Township that he

would not like to consider divesting it. He feels the Board should take those buildings down.

**2007-277.** Mr. Sevens moved to approve moving forward with the planning for the elimination of the rental properties and advise the current tenants of a target date of October 15, 2007. Mrs. Caputo seconded. Roll call vote: Mrs. Caputo, yes; Mr. Cotman, yes; Mr. Stevens, yes. Motion passed.

Mr. Stevens will draft a letter to the tenants and notify both tenants of the Board's intentions and ask the Road Superintendent to begin a process of giving firm direction on this project. Because of the cost this project will have to go through the bidding process.

#### **New Business:**

**2007-278.** Mr. Stevens moved to approve \$240.00 payable to Imperial Heating and Cooling, 30685 Solon Industrial Parkway, Solon, Ohio 44139 for the annual amount now due for the months of March 1, 2007, through February 28, 2008, for the Annual Air Conditioning & Heating Service Agreement from appropriation #1000-120-599-0000. Mrs. Caputo seconded. Vote: Unanimous. Motion passed.

**2007-279.** Mr. Stevens moved to approve the Judgment Entry between Mr. & Mrs. Hardman and Chester Township amended with the condition that the Hardman's remove the existing stand alone shed upon completing the new accessory building and advertise the agreement in the Chesterland News and News Herald in compliance with ORC 505.07. (Note - further, the final copy must have such advertisement attached, along with the Exhibits described in Paragraphs 4(a) and (b).) Mr. Cotman seconded. Roll call vote: Mrs. Caputo, yes; Mr. Cotman, yes; Mr. Stevens, yes. Motion passed.

**2007-280.** Mr. Stevens moved to approve \$75.00 for the annual Memorial Day wreath from Abate Greenhouse, Chesterland, Ohio 44026, to be delivered Memorial Day morning prior to the ceremony. Mrs. Caputo seconded. Vote: Unanimous. Motion passed.

**2007-281.** Mr. Stevens moved to approve and sign an Application for Use of the Town Hall Parking Lot on Saturday, May 12, 2007, for the annual plant sale by the Perennial Gardeners from 7:00 a.m. to 3:00 p.m. Mr. Cotman seconded. Vote: Unanimous. Motion passed.

**2007-282.** Mr. Stevens moved to approve and sign letter to Ken Radtke, Chairman of the Citizens' Advisory Committee, requesting that the CAC update the Road Department levy analysis and to research options for the stabilization of the Road Department's funds. Mrs. Caputo seconded. Vote: Unanimous. Motion passed.

#### **Roadside Litter Clean-Up:**

Bud Kinney, who led the clean up event last year, addressed the Board on setting a date for the Roadside Litter Clean-up Event. The date will be on Saturday, April 21, 2007, from 8:00 a.m. to 12 noon. Last year 38 miles of road was cleaned up by 62 volunteers. The cost to the Township will be for the dumpster, which will be located in the Town Hall Parking Lot. Notices will be sent to the newspapers about this event. The Police Dept. and Auxiliary, the Fire Dept. Explorer Post and the Road Dept. need to be notified of this roadside clean up day.

Mr. Cotman said the Township has received information from the Geauga Trumbull County Solid Waste District about a clean up effort and they are offering materials to be used for a clean up event. This all coincides with Earth Day on April 22, 2007. The

youth from the County, who are in need of service hours through the Geauga County Courts, will also be used again this year.

### **Trustee Reports:**

Ron Cotman:

- Reported on the Rotary Breakfast Meeting which was held April 4, 2007, with a presentation by William Laditka, Jr. regarding the future of Chester Township. It was extremely well received by the people in attendance. Another town meeting will be on Thursday, May 24, 2007, at 7:00 p.m., co-sponsored by the Chamber of Commerce and the Kiwanis, at the Mayfield United Methodist Church. The Board of Trustees could hold a meeting at that time. .

Judy Caputo:

- She suggested June 2<sup>nd</sup> or 9<sup>th</sup> as the annual Township clean up day.
- She reported that the Road Superintendent has begun the interview process for a seasonal employee, who would be used by the Road Dept. and also would do work at Parkside. The Park Board asked to be notified of the status of the interviews.
- A resident has written an email regarding G-TV to the Board of Trustees
- Meetings will be held with the Township employees on April 11, 2007, at 4:00 p.m. and April 12, 2007, at 8:00 a.m. regarding the new health care plan which will be effective on May 1, 2007.

Charlie Stevens:

- There is a pre-trial on April 9, 2007, at 9:45 a.m. for the lawsuit against the Township by a gentleman who stepped in the sewer grate.
- He received a call from the Ohio Dept. of Agriculture, who are looking for government agencies that own property that will allow them to come and net the bark of ash trees for a non-destructive sampling in the fall. All of the Board is in favor of such a project. The North Park Property, which the Township owns, would be a good site for this sampling.

### **Financial Items:**

Discussion ensued on adjustments and/or corrections necessary to the Temporary Appropriations Resolution approved by the Board on December 21, 2006 for the Fiscal Year 2007 to establish the Permanent Appropriations due to the County by March 31, 2007.

**2007-283.** Mr. Stevens moved to approve the Permanent Appropriation for Chester Township as presented and adjusted to the Board by the Fiscal Officer for the fiscal year ending 12/31/07 for a total of \$6,189,197.17. Mrs. Caputo seconded. Roll call vote: Mrs. Caputo, yes; Mr. Cotman, yes; Mr. Stevens, yes. Motion passed.

**2007-284.** Mr. Stevens moved to approve Intra-Fund Transfer Request within the Fire Dept. Fund in the amount of \$496.07 from appropriation #2111-930-930-0000 Contingencies to appropriation #2111-220-212-0000 Social Security to process the March 30, 2007, Fire Dept. payroll. Mr. Cotman seconded. Vote: Unanimous. Motion passed.

**2007-285.** Mr. Stevens moved to approve Intra-Fund Transfer Request within the Special Assessments Fund in the amount of \$80.92 from appropriation #2401-840-840-1604 Fiscal Charge – Sperry 20-314 to appropriation #2401-840-840-1603 Fiscal Charge – Caves & Sperry for delinquent tax collection fee on paid off assessment Caves and Sperry Road 30-314. Mrs. Caputo seconded. Vote: Unanimous. Motion passed.

**2007-286.** Mr. Stevens moved to approve and sign Payroll Warrants #PY 52381 through 52466 and Voucher Warrants #VW 52467 through 52475. Mr. Cotman seconded. Vote: Unanimous. Motion passed.

Fiscal Officer's Note: The last check # used on 3-22-07 was #52380; the beginning # used on 3/29/07 is # 52381.

**2007-287.** Mr. Stevens moved to approve and sign Withholding Voucher #34 payable to Keybank EFTPS in the amount of \$40.40 and Withholding Voucher #35 payable to Keybank EFTPS in the amount of \$12,431.79. Mrs. Caputo seconded. Vote: Unanimous. Motion passed.

The last # used on 3-16-07 was #33 in the amount of \$11,388.45.

A member of the audience raised the question about the absence of the weekly update column in the Chesterland News.

Mrs. Caputo said she cannot commit to preparing the column on a weekly basis because of its early deadline after the Township's Thursday night Board meetings. Ads have been run for assistance on writing this column with no responses. She apologizes that she is not able to do this, but she is not a journalist. If it's the one thing she faults with in four years, she takes the blame for it. She is focusing more on the important things: the numbers, the financials, the roads, the Fire Dept., the Police Dept. and learning as much as she can on soil and water and zoning, being that she has had no experience in those fields. The approved minutes are on the website, chestertwp.net.

**Minutes:**

A digital recording of this meeting is kept at Township Hall and is available on request.

**Communications:**

The Board of Trustees doesn't read or list all communications received since their last meeting during their meetings, except those noted under Trustees Reports or elsewhere in these minutes.

**Adjournment:**

There being no further business before the Board, Mr. Stevens adjourned the meeting at 10:21 p.m.

Respectfully submitted,

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Charles R. Stevens, Chairman

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Karen M. N. Austin, CPA  
Fiscal Officer

\_\_\_\_\_  
Ronald N. Cotman, Vice-Chairman

\_\_\_\_\_  
Approval Date

\_\_\_\_\_  
Judith Caputo, Trustee

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