

Chagrin Falls Township Trustees Meeting
Monday, January 23, 2012
Minutes

The meeting was called to order by President Tom Florkiewicz at 7:10 p.m. Those present included Trustee John Finley; Trustee Mike Wise; Town Hall Rental Agent (THRA) Kelly Hendricks; former Township Trustee Diana Nazelli; Unincorporated Township residents Samir Latifi, Lexy Johnson, John Lennon, Edgar Boles, Ilene McMullen, Mark Nasca, Christy Bittenbender, Joseph Saccone, Charles McConnell, Fred Clarke, Malcolm Donley, Al Stanley, Margaret & Loyal Wilson and Fiscal Officer Elizabeth Boles.

MINUTES:

- December 21, 2011 Minutes: After discussion about the December 21st meeting the Trustees announced they will review these minutes and will submit any corrections at a future meeting.
- January 10, 2012 Minutes: These minutes were unanimously approved as amended and will be posted on the Township web site by THRA Hendricks.

FINANCIAL REPORTS:

- The Trustees acknowledged receipt of the November & December Financial Report along with 2011 4th quarter Financial Report from Fiscal Officer Boles. A copy of the 2011 4th quarter Financial Report is attached to these minutes and a copy is in the Financial Report notebook.
- The Trustees acknowledged receipt of the Year-to-Date Township Hall Revenue & Disbursement Report.

OLD BUSINESS

TOWNSHIP WEB SITE:

- THRA Hendricks reported the new web site is almost ready. Photos have been added.
- THRA Hendricks reported she researched the possibility of adding audio recordings to the web site but found it very costly to do so.
- Any web site bills will now go directly to the Township.

TOWNSHIP HALL RENTALS:

- THRA Hendricks gave an update on current rentals.
- President Florkiewicz reported he met with Your Hometown's Keith LaTore and reported all is well.
- President Florkiewicz reported he will propose the rent for Holly Hall be increased from \$1250.00 to \$1,600.00 in 2012.

DOCUMENT RETENTION POLICY:

- The Trustees reviewed the new retention policy written by F.O. Boles. A motion was made, seconded and unanimously passed to adopt the policy.
- This policy will now be sent to the Ohio Historical Society for approval.
- The Trustees thanked F.O. Boles for putting the policy together.

ANTI-POACHING POLICY: No report.

CHAGRIN RIVER WATERSHED PARTNERS ON TOWNSHIP FLOODING ISSUES:

- President Florkiewicz reported he met with CRWP to discuss flooding problems on two Township residents' land.
- A report from CRWP will be sent in regards to the two Township residents' flooding issues.
- The Trustees suggested concerned residents contact CRWP directly.
- There may be grant money available to the Township to help with flooding issues on one Township resident's land.

ASSISTANT FISCAL OFFICER:

- F.O. Boles reported the amount of the Bond for the Township Assistant Fiscal Officer is \$341.00 to cover \$60,000.00. The Bond is for four years. F.O. Boles certified there is enough money in the Township accounts to pay for the \$341.00 Bond.
- The Trustees said they want more specifics on the proposed duties of the Assistant Fiscal Officer.
- The Trustees would like to see a list of duties for the Assistant Fiscal Officer before approving the Bond. F.O. Boles reported the "Duties of the Assistant Fiscal Officer" are listed in the Ohio Township Handbook.

VILLAGE/TOWNSHIP AGREEMENT:

- The Township residents present asked the Trustees if there has been any communication with Village officials regarding the Agreement.
- Trustee Wise said he discussed the Village/Township Agreement with Village officials and there is nothing to report. If there is something to report, Trustee Wise will bring the report to the Trustees at a public meeting.

TOWN HALL ENERGY AUDIT:

- The Trustees signed a Cuyahoga County Ethics form pertaining to the Energy Audit.

NEW BUSINESS

AUDIO SYSTEM FOR TOWNSHIP MEETINGS:

- President Florkiewicz reported there was a meeting with audio specialist Jim Madden to talk about a portable audio system to be used for Township meetings. Trustee Finley and F.O. Boles were also at this meeting. Mr. Madden helped with the Film Festival in Township Hall. The Trustees are waiting for his quote.
- The Trustees will be asking other audio services in the area for quotes as well. A couple of Township residents had some suggestions and will give them to Trustee Finley.

ZONING PERMITS:

- Malcolm Donley, Zoning Inspector for unincorporated Township, suggested Moreland Hills should become the Township Zoning Inspector as well as the Building Inspector.
- Mr. Donley had several zoning suggestions:
 1. A Township Architectural Review Board
 2. Create a process to look at buildings already built after 1992 Zoning Resolutions were put in place.
- Mr. Donley will continue as Zoning Inspector.
- Mr. Donley's email will be on the new web site.

RE-PAVING NORTH MAIN STREET:

- President Florkiewicz reported he is looking into a non-matching fund grant to re-pave North Main Street.
- He is also talking with the Village about having all of North Main Street re-paved west of Grove Hill.
- Malcolm Donley asked the Trustees to consider drainage issues when re-paving.

TOWNSHIP EXPENDITURES FOR 2011:

- Trustee Finley expressed his concern about 2011 Township expenditures and will look into it.

The meeting was unanimously adjourned at 9:10 p.m.

Tom Florkiewicz, President

Elizabeth Boles, Fiscal Officer

These minutes were unanimously passed as amended on 3-13-12.

