

## Chagrin Falls Township Trustees Meeting

Tuesday, September 3, 2013

### Minutes

The meeting was called to order by President Tom Florkiewicz at 6:34pm in the Chamber Office. Those present included Trustee John Finley; Township Hall Rental Agent Betty Maclver, Web mistress (WM) Kelly Hendricks (part-time); Chagrin Valley Times reporter Barbara Christian; Chagrin Falls Township Resident Lexi Johnson (part-time), and Kimble K representative Don Johnson.

MINUTES: The minutes from the last meeting were not reviewed.

FINANCIAL REPORT – No report

#### **OLD BUSINESS:**

##### TOWNSHIP HALL RENTALS:

- A motion was made by Trustee Finley and seconded by Trustee Florkiewicz to approve Betty Maclver as the new Township Hall Rental Agent. There was unanimous approval of Betty Maclver.
- The Trustees thanked Kelly Hendricks for her tenure over the last four years as the Rental Agent. Kelly will continue to update and monitor the Township website.
- Kelly will provide a training manual and assist Betty Maclver in the duties of a Rental Agent over the next month as required.
- The Trustees continue to try to collect the Hall rental fee from a recent renter whose check has bounced.

##### WEBSITE UPDATE:

- The website is still corrupted. Kelly must re-create the entire website to correct the problem.

##### CHAMBER FEASIBILITY STUDY:

- Trustee Finley reported that progress continues to form a 501- 3(c) non-profit organization to oversee the operation of Township Hall. A tentative list of a Board of Director is being considered.
- Quotations are now being collected to determine the cost of renovations.

##### NEW DISPATCH CENTER:

- Trustee Finley reported that Highland Heights has accepted an offer to join the Council of Governments (COG) to utilize the Bedford Hospital location.
- The COG received a grant from Cuyahoga County for \$330,000 to help outfit the new Dispatch Center.
- There is the possibility that an additional two communities will consider joining the COG.

##### RENTAL OF TOWNSHIP HALL TO “FOR PROFIT” ENTITIES:

- The Trustees reported that they have reviewed with the Chagrin Falls Village the procedure to allow “for profit” entities to rent Township Hall if they donate a certain amount of money to a non-profit entity. It was suggested that the non-profit entity be a local, Chagrin Falls organization.

#### REPLACE DOGWOOD TREE IN NORTH COURTYARD

- Two bids are being evaluated to replace the dogwood tree.

#### TOWNSHIP HALL VIDEO/DOCUMENTARY FILM FESTIVAL:

- The Trustees are developing a 20 second spot to be shown before each film to be presented at the Township Hall during the Festival. It will be a short clip to welcome everyone to Historic Township Hall.

#### **NEW BUSINESS:**

##### CHANGE IN TRASH COLLECTION:

- The Village has negotiated a new agreement to switch trash collection from Waste Management to Kimble K out of Dover, Ohio. Since the Township relies on the Village to negotiate trash collection pricing, the Township will also switch from Waste Management to Kimble K.
- Don Johnson of Kimble K attended the meeting and explained in detail the procedures, cost, and timing for the switch from Waste Management to Kimble K. Trustee Finley will head up the effort to keep Township residents informed of the change.

##### HAVEN REQUEST SIGN ON TOWNSHIP PROPERTY:

- Haven, a clothing and apparel store located on West Street, made a request to utilize one of the Township's flower pots to post a sign to face North Main Street to assist in advertising their shop. The Trustees agreed they could not honor the request as it opens up others from requesting the same. In addition, The Township Hall is a public building and not a private operation. Trustee will inform Haven of the decision.

##### ADDITION OF FIRE EXTINGUISHER IN CHAMBER OFFICE AND REPLACE BATTERY

- Trustee Florkiewicz reported that the Fire Marshall cited Township as not having a fire extinguisher in the Chamber Office and the battery was not functioning in one of the emergency lights. A fire extinguisher was installed and the battery replaced. The fire Marshall sent a letter to the effect that the faults have been corrected.

##### ADJOURNMENT:

The meeting was unanimously adjourned at 7:27pm.

Tom Florkiewicz, President

These minutes were unanimously passed as read on 9-19-13.