

Chagrin Falls Township Trustees Meeting
Minutes
Monday, March 4, 2019

The meeting was called to order by Trustee John Finley at 7:00 p.m. in the Chagrin Valley Chamber of Commerce office. Those present included Trustee Brian Paul; President Tom Florkiewicz via phone; Chagrin Valley (CV) Jaycees President Matt Michalek; Township Hall Rental Agent (THRA) Elizabeth MacIver and Fiscal Officer (FO) Elizabeth Boles.

Matt MICHALEK, CV JAYCEES PRESIDENT:

- Mr. Michalek came to the meeting to discuss the Jaycees' lease of the Jaycee room in the Hall's basement and updating the Hall's men's room.
- The Trustees thanked Mr. Michalek for coming to the meeting.

MINUTES:

- The minutes from the last meeting were unanimously approved, as read.

FINANCIAL REPORT:

- FO Boles reported the 2018 Financial Report has been submitted to the State Auditor and she sent a Public Notice to the Chagrin Valley Times to be published.
- Trustee Finley passed around a handout containing General Fund figures for the last four years, noting how the General Fund has steadily increased.

OLD BUSINESS

TOWNSHIP HALL RENTALS:

- THRA MacIver updated the Trustees on Hall rentals and submitted a rental report via email.
- The Trustees thanked Betty for the report and for her hard work.
- The Trustees discussed rental fees and reviewed the new rental agreement and policy.

HALL LIGHTING RENOVATIONS:

- The Trustees reviewed the quotes for Hall electrical work
- The Trustees discussed updating and repairing Hall light fixtures, and getting a quote.

OFFICE RENOVATIONS:

- The Trustees discussed the upcoming furniture delivery and installation.
- The Trustees discussed the new electronics to be purchased for the office.
- A motion was made, seconded and unanimously passed to pay *Patient Computer Help* half the fee owed, with the other half to be paid after the installation of the new electronics.

HALL AIR CONDITIONER/BOILER:

- Trustee Finley reported he received a quote from Stankus Heating & Cooling for an Annual Maintenance Contract, as per request.
- After some discussion, the Trustees decided to get one more quote.

NEW BUSINESS

HALL LEASES WITH CV CHAMBER OF COMMERCE AND JAYCEES:

- FO Boles will look in the files for these leases.

REVIEW OF KIMBLE CONTRACT:

- Trustee Finley distributed hand-outs concerning the cost overages in the monthly Kimble invoices.
- The Trustees reviewed and discussed the Kimble contract.

CUYAHOGA DEPT. OF COLLABORATION:

- Trustee Finley reported he attended this meeting and discussed the highlights with the Trustees.

NEXT MEETING IN MARCH:

- The Trustees agreed the next meeting in March will be Monday, March 18 at 7:30 p.m.
- FO Boles will post this on the Township web site.

The meeting was unanimously adjourned at 8:15 p.m.

John Finley, Trustee

Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 3-18, 2019, as read.

