

Chagrin Falls Township Trustees Meeting
Tuesday, April 9, 2019
Minutes

The meeting was called to order by President Tom Florkiewicz at 7:10 p.m. Those present included Trustee John Finley, Trustee Brian Paul, Township Hall Rental Agent (THRA) Elizabeth MacIver and Fiscal Officer (FO) Elizabeth Boles.

MINUTES:

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

OLD BUSINESS

TOWNSHIP HALL RENTALS:

- THRA MacIver updated the Trustees on Hall rentals.
- The Trustees confirmed receipt of the monthly rentals spread sheet from THRA MacIver for March.
- Township Hall cleaning supplies for renters was discussed. THRA MacIver agreed to go to Costco to purchase cleaning supplies, for the renters only, on a regular basis.
- "Deck the Falls": will be held in Township Hall Nov. 24-Dec. 15, 2019.
- The Trustees discussed a possible policy for renters who use the Hall *gratis*. It was agreed to keep running it on a *case by case* basis.
- The Trustees agreed to continue to have cable available in the Hall for the renters' use.

TOWNSHIP WEBSITE:

- THRA MacIver expressed concern that all the new rental info should be uploaded onto the Township's website and it has not yet been done.
- A discussion of the Township's web site and the webmaster ensued.

TOWNSHIP HALL IMPROVEMENTS:

- The Trustees discussed all the improvements planned for the Hall.
- Trustee Finley reported Mr. Larry Shibley would like the Trustees to go ahead with the various projects he has promised to underwrite, and he will reimburse the Township when all is completed. The following is what Mr. Shibley has pledged to underwrite: The door to the North Courtyard; the door to the driveway and re-finishing the Hall floor.
- Hall Lighting and Stone Work: The cost of other projects including the steps to the North Courtyard and various lighting work throughout the Hall, including the North Courtyard, will be the Township's

responsibility. Mr. Bob Halper will be doing all the Hall's lighting improvements.

- Men's Bathroom: Trustee Finley updated the Trustees on the progress of locating a contractor to do the Men's Room update.
- Outdoor Light Fixtures: Trustee Finley will ask Ken Roby, The Village Blacksmith, for a quote on *four* above-the-door light fixtures.

TOWNSHIP OFFICE RENOVATION:

- The Trustees discussed the furniture and file cabinets. Trustee Finley distributed hand-outs on a new file cabinet.
- A motion was made, seconded for Trustee Finley to purchase, for no more than \$1,000.00, a non-fireproof, putty-colored, lateral file cabinet, which will include delivery and installation fees. The motion was unanimously passed.
- A motion was made, seconded and unanimously passed to purchase COAX cable from Spectrum for the office.
- The Trustees discussed the office's phone situation and a new Voice Mail System that Trustee Paul has been researching.
- The Trustees discussed purchasing a new air conditioner for the office.

TOWNSHIP HALL MAINTENANCE:

- Trustee Finley distributed handouts on new *door closures* he obtained from Rob Schwinn of Chagrin Hardware. Discussion followed.
- Boiler: The Boiler inspection results were a valve needs to be replaced. Stankus Heating will replace the valve within 30 days.

FOYER CHANDELIER:

- Trustee Finley spoke with Glass artist, Chriss Crimaldi, who said the glass chandelier will be completed by the beginning of this summer.

TOWNSHIP HALL RUBBISH BINS:

- All Matters, Inc. accepted the Trustees' invitation to become a Hall bins renter/user. They will take the place of Peppertree Capital, who is moving to another location.

NEW BUSINESS

CODE RED:

- President Florkiewicz updated the Trustees on CodeRED, which is a new mass notification system that will allow city officials to quickly deliver alert messages regarding emergency situations (severe weather) or city services interruptions (closed roads). This will be in addition to emergency alerts. Individuals and businesses may sign up for this.

POPCORN BALL DROP ANNUAL EVENT:

- Trustee Finley discussed the New Year's Eve Annual Popcorn Ball Drop Event and the Township's role in the event.
- The Trustees noted that the event is conducted, with the permission of the Village, by Village residents and merchants.
- The Township permits the use of its toilet facilities and its Hall and receives a donation.
- The Trustees concluded that the Township has no involvement in the actual Popcorn Ball Drop itself.
- The Trustees will follow-up with further inquiry.

The meeting was unanimously adjourned at 9:30 p.m.

Tom Florkiewicz, President

Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on Tuesday, April 23, 2019, as read.