

Chagrin Falls Township Trustees Meeting
Tuesday, January 26, 2010
Minutes

The meeting was called to order by President Tom Florkiewicz at 7:40 p.m. Those present included Trustee Jeff Homans, Trustee Mike Wise, Town Hall Rental Agent Kelly Hendricks and Fiscal Officer Elizabeth Boles.

MINUTES: The minutes from the last meeting were read. A motion was made, seconded and unanimously passed to accept the minutes as read with one spelling change.

FINANCIAL REPORTS:

- The Trustees acknowledged receipt of the December 2009 Financial Report, the 4th quarter 2009 Financial report from FO Boles.
- The Trustees perused and initialed the December 2009 Key Bank statement.
- A copy of the financial report is attached to these minutes and a copy can be found in the Financial Report notebook.
- Trustee Wise asked to see the Star Ohio Statement every month as well.

NEW TOWNSHIP HALL RENTAL AGENT KELLY HENDRICKS:

- Kelly Hendricks was introduced and welcomed as the new Township Hall Rental Agent.
- Kelly said she is looking forward to her new position and enjoys working with people. She was trained by past rental agent Ellen Hunt.
- She suggested putting a calendar of all rentals on the Township Website with no names.
- Kelly suggested putting Township updates on website.
- She has made a list of all who have keys to the Township Hall.
- The Trustees invited Kelly to attend the Township meetings when she needs to report and she said she would.

OLD BUSINESS

PAST RENTAL AGENT ELLEN HUNT:

- A motion was made, seconded and unanimously passed to pay Ellen Hunt her salary for January, 2010.
- Trustee Homans will ask past Trustee Diana Nazelli if she purchased a gift certificate for Ellen in December.

TOWNSHIP HALL RENOVATIONS:

- Trustee Wise reported the "Save Our Treasures" Grant is not yet available.
- Anyone bidding must comply fully with this Grant.
- Elizabeth Murphy will prepare an addendum including preparing specifications for the remodeling of the basement.

TOWNSHIP HALL RENTALS:

- Kelly Hendricks reported N.J.S. Cleaning service cleans the bathrooms every night and they are paid by “Your Hometown”.
- All tables in Township Hall are owned by “Your Hometown”.
- Trustee Wise reported he is revising the rental contract and will have it ready by the next meeting.
- **Chagrin Valley Jaycees**
 1. FO Boles will send an invoice of \$750.00 for the work done to repair and re-finish the floor after the CV Jaycees used the Township Hall for Haunted Hall.
 2. Discussion of the CV Jaycees room rental fee and contract was tabled until next meeting.
- The Trustees tabled discussion of the “Your Hometown” rental fee and contract until the next meeting.

TOWNSHIP HALL MAINTENANCE:

- President Florkiewicz reported he called John Jackson of Jackson Roofing & Gutters to repair damaged gutters. Mr. Jackson knocked off ice, replaced some shingles and submitted an estimate to replace the gutters when the ice is gone.

TOWNSHIP WEBSITE:

- Trustee Homans reported the Website is being updated and biographies of the Trustees are still needed. Charlie Meyers of WRIS will be attending the next meeting.

QUICKBOOKS:

- Trustee Wise reported he decided to purchase *Quicken* instead. He has installed it on the now working computer in Township office.
- The Township Hall now has cordless ability for computers.
- Trustee Wise’s next step will be to access the Key Bank account for *Quicken*.
- After using *Quicken* for a while, he will decide if buying *Quickbooks* is necessary.

RESOLUTIONS FOR STEPHEN THOMAS AND DIANA NAZELLI:

- FO Boles presented Resolutions 2010-1 and 2010-2 for the Trustees to sign. The Trustees signed the Resolutions.
- FO Boles will send a copy of the Resolutions to Steve and Diana and the originals will be attached to the minutes from the last meeting on January 12.

NEW BUSINESS

HIKING AND BIKE TRAILS:

- Trustee Wise reported there is an organization run by Steve Latkovic and Greg Hopkins that promotes Hiking and Bike Trails. The Trustees are looking for a representative from the Township to attend their meetings.

CHAGRIN RIVER WATERSHED PARTNERS, INC.:

- Trustee Homans will be attending their meeting on February 11, 2010.
- FO Boles reported the 2010 annual dues to CRWP is \$1,020.10.

NEW WATER LINE REQUEST AT 616 FALLS ROAD:

- Township Residents Michael and Kim Johnson are interested in running a city water line their house.
- President Florkiewicz will contact Ben Himes to learn the procedure.

TOWNSHIP RESIDENT DR. JOHN HAZLE:

- FO Boles sadly reported the death of longtime Township resident Dr. John Hazle.
- Dr. Hazle passed away in early December, 2009.
- The Trustees send their condolences to his wife Shirley and their family.

2010 INVENTORY SHEET:

- FO Boles distributed a copy of the 2010 Inventory Sheet to the Trustees so they could add or delete any item.
- The tables were deleted because they are owned by "Your Hometown"
- FO Boles will submit a copy to the Cuyahoga County Engineer's office and a copy will be attached to these minutes.

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

Tom Florkiewicz, President

Elizabeth Boles, Fiscal Officer

