

Chagrin Falls Township Trustees Meeting
Monday, June 14, 2010
Minutes

The meeting was called to order by President Tom Florkiewicz at 7:35 p.m. Those present included Trustee Jeff Homans, Trustee Mike Wise, Village resident Jim Newell and Fiscal Officer Elizabeth Boles.

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

FINANCIAL REPORT: The Trustees acknowledged receipt of the May Financial report. A copy of this report is attached to these minutes and a copy is in the Financial Report notebook. The Trustees perused and initialed the May Key Bank statement and May Star Ohio statement.

OLD BUSINESS

TOWNSHIP HALL RENOVATIONS/GRANTS:

- Trustee Wise handed out copies of the document submitted for the “Saving America’s Treasures” Grant. A copy was also sent to the Trustees and Fiscal Officer by email.
- Approximately fifty applications will be given funding.
- The Trustees agreed the work was done well and it is a quality document.
- Chambers, Murphy & Burge went over the approved budget of \$5,000.00. Trustee Homans will speak to Elizabeth Murphy about this.
- The Trustees discussed alternative ways to raise money if the Grant is given to the Township.
- The Trustees will begin ranking the renovations needed.

TOWNSHIP HALL RENTALS:

- Cancellation Policy:
 1. Fiscal Officer Boles found the old rental cancellation policy originally dated 4-27-93 and later on 2-22-99.
 - a. *Cancel more than seven days ahead – full refund*
 - b. *Cancel 7 days or less – half refund*
 - c. *Cancel day of rental or “no show” – no refund*
 2. This Cancellation Policy will be attached to the new Rental Policy and will be put on the web site.
- Town Hall Rental Agent: A motion was made, seconded and unanimously passed to accept the Town Hall Rental Agents’ new job description. A copy is attached to these minutes and will be in the Rental Agent’s file.
- Chagrin Valley Jaycees: Trustee Wise reported the Jaycees received their new lease for renting the room in the basement of Township Hall. The Jaycees will execute their lease through December, 2010. Fiscal Officer Boles will send the Jaycees a rental invoice for \$50.00/month for the last six months of 2010.

TOWNSHIP HALL DUMPSTER:

- President Florkiewicz reported Mr. Howard Mandel agreed to share the dumpster with Township Hall and the Popcorn Shop.
- As it stands, the dumpster cannot be larger than two cubic feet and it must have wheels because of the tight space it sits in. Any larger and Universal Disposal will not be able to access it.
- A fence will be put around the dumpster by Handy Carl.
- The dumpster will be located up against the wall of Mr. Mandel's building with Mr. Mandel's consent.
- F. O. Boles reported she called Universal Disposal to ask them to increase the number of weekly pick-ups from two a week to three a week during the summer months through September. Universal Disposal is talking to their drivers to see if this is possible.
- The Trustees are hoping the pick-ups will be on M-W-F.

CHAGRIN FALLS REGIONAL ALTERNATIVE TRANSPORTATION STUDY MEETING:

- Trustee Homans reported he attended their meeting a couple of weeks ago.
- CFRATS has ranked and rated all the roads coming into the Village of Chagrin Falls. The village is central to their plan.
- Trustee Homans showed a map of the area and all the roads.
- Trustee Wise asked Trustee Homans what the Township can do to assist this endeavor. Trustee Homans will ask at the next meeting.
- The Trustees discussed turning the north side garden of Township Hall into a possible place to park bikes.
- The next meeting will be held at the end of the summer.

TOWNSHIP WEB SITE:

- Trustee Homans contacted the staff at WRIS who said they have not received any communications from the Township Trustees or Rental Agent.
- Better communication is needed as well as easier access to the calendar to fill it in.
- Map is still needed.
- Fiscal Officer Boles will put the minutes on the web site as well as any meeting date changes.

TOWNSHIP HALL INSURANCE:

- OTARMA holds the current Township Hall insurance policy through Summit Insurance and Jim Zuccaro.
- The Trustees would like to increase the amount of the policy.
- All three Trustees have asked other insurance companies for their estimates on how much it would cost to insure the Hall for \$1,000,000.00 with a \$5,000.00 deductible. All other insurance companies came in at \$1,900.00 and OTARMA came in at \$1,700.00.

- A motion was made, seconded and unanimously passed to stay with OTARMA and increase the insurance to one million with a \$5,000.00 deductible.
- Jim Zuccaro at Summit insurance will be notified.

ON-LINE BANKING AT KEY BANK:

- The Trustees are getting closer to on-line banking and on-line access to the Township account at Key Bank.
- Trustee Wise gave F.O. Boles the master agreement to be signed and mailed in to the Public Sector of Key Bank.
- Signature cards need to be picked up at the bank.
- A motion was made, seconded and unanimously passed to go ahead with on-line banking services not to exceed \$15.00 per month.

NEW BUSINESS

WOODEN BLUE BENCH IN GARDEN:

- The Trustees received a letter from Kathryn Watterson about the wooden blue bench being vandalized. A few slats of the bench appear to be kicked out.
- Mrs. Watterson has taken the bench home to try and fix it.
- She also gave the Trustees a suggestion of a possible replacement bench in case the blue bench cannot be repaired.
- The Trustees expressed their gratitude to Mrs. Watterson for all she does. The gardens are glorious.

VILLAGE RESIDENT JIM NEWELL:

- Mr. Newell complimented the Trustees and Fiscal Officer for the fine job they are doing and to keep up the good work.
- The Trustees thanks Mr. Newell for attending the meeting.

The meeting was adjourned at 8:55 p.m.

Tom Florkiewicz, President

Elizabeth Boles, Fiscal Officer

These minutes were unanimously passed on 6-28-10.

