

Chagrin Falls Township Trustees Meeting
Tuesday, July 27, 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 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.

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

OLD BUSINESS

TOWNSHIP HALL RENOVATIONS/GRANTS:

- **GRANTS:**
 1. The Trustees received a letter from the Department of the Interior advising them Township Hall does not qualify for the “Save our America’s Treasures” Grant because it is not listed on the National Registry of Historic Places.
 2. There are at least three levels of Registries and the Township Hall is definitely on the State Registry and one of the levels of the National Registry.
 3. The Trustees will send Elizabeth Murphy a copy of this letter and ask for her opinion.
- **RENOVATIONS:**
 - Elizabeth Murphy of CMB revised her proposal and lowered the estimate to approx. \$34,000.00.
 - In her Proposal she will:
 1. Come up with enough drawings to get cost estimates on needed renovations.
 2. AC and bathrooms will be included
 3. Basement will be included.
- Ms. Murphy will assist in the selection of the Contractor.
- The unknown is the Township Hall’s foundation.
- The Trustees discussed re-doing the front steps, installing a new handicapped ramp, etc., all outside restoration first.

TOWNSHIP HALL MAINTENANCE:

- President Florkiewicz reported Handy Carl has finished the window project.

TOWNSHIP HALL RENTALS:

- “Your Hometown”:
 1. The Trustees are still waiting to hear back from Keith Latore about the lease he was given for the “Visitor’s Center” and “Holly Hall”. They are waiting for Mr. Latore to sign it.
 2. The Trustees have asked Mr. Latore to have everything on the balcony taken away before Labor Day. The Trustees would like the balcony open to the public by Labor Day weekend.
- “Haunted Hall”, CV Jaycees:
 1. The Trustees are still waiting to receive the signed contract/lease from the Jaycees for this year’s “Haunted Hall”.

TOWNSHIP HALL DUMPSTER:

- President Florkiewicz reported the new larger dumpster is now being used.
- He is now working on an official location for the dumpster.

KEY BANK ON-LINE BANKING:

- F.O. Boles will go to Key Bank and sign the Master Agreement.

MAINTENANCE RECORD:

- F.O. Boles has put together and submitted a maintenance record. Trustee Wise has organized a notebook for these records.
- The recent glazing and painting of the windows will be added to this record.

GARDEN ON NORTH SIDE OF HALL:

- Trustee Wise reported they have been working to clear the garden to make way for benches and gravel.
- Trustee Wise spoke with the CF Suburban FD about disposing of the old fire escape stairs. He has their permission to do so but an architect’s approval is needed.
- A motion was made, seconded and unanimously approved to spend up to \$1,000.00 for improvements to the north-side garden.

TOWNSHIP SIGNAGE:

- President Florkiewicz reported he spoke with Ken Roby, Village Blacksmith about the three wrought iron signs he made for the Township.
- The Trustees discussed two possibilities: Asking Mr. Roby to attach the word “unincorporated” to the three signs or asking Mr. Roby to make more of the same signs.

TOWNSHIP HALL PROPERTY INSURANCE:

- Trustee Wise has spoken with Jim Zuccaro who handles OTARMA insurance for the Township and the \$1,800.00 for annual property insurance stands firm.
- Trustee Wise is talking with his insurance company that handles State Farm Insurance and will get an all-inclusive quote for Property and Liability Insurance from them.

TOWNSHIP WEB SITE:

- The calendar is up and running on the web site.
- The map still needs to be added.
- Kelly Hendricks agreed to handle all web site duties with an increase of pay of \$75.00 a month beginning August 1st.

NEW BUSINESS

TOWNSHIP HALL OFFICE CLEAN-UP: The Trustees have scheduled the major office clean-up for the latter part of this September.

The meeting was unanimously adjourned at 9:00 p.m.

Tom Florkiewicz, President

Elizabeth Boles, Fiscal Officer

These minutes were unanimously passed as amended 9-14-10.