

Chagrin Falls Township Trustees Meeting
Monday, April 16, 2018
Minutes

The meeting was called to order by President Tom Florkiewicz at 7:05 p.m. in the office of the Chagrin Valley Chamber of Commerce. Those present included State Rep. Marlene Anielski, Trustee John Finley, Trustee Brian Paul, Township Hall Rental Agent (THRA) Elizabeth MacIver, and Fiscal Officer (FO) Elizabeth Boles.

THE HONORABLE MARLENE ANIELSKI:

- Ms. Anielski, fourth 2-year term State Rep., attended the meeting as a special guest. She updated the Trustees on her many accomplishments that have helped the Township:
 1. Wall next to river trail by Chagrin Falls/Solon
 2. Chagrin Valley Little Theater
 3. Dollars to Chagrin Falls Schools
 4. A special Chagrin Falls Schools license plate
 5. And much more
- She encourages all to visit her web site
- She presented the three Trustees with their own special Chagrin Falls Schools license plates.
- The Trustees thanked her for coming to the meeting.

MINUTES:

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

FINANCIAL REPORT:

- FO Boles reported the Township books for 2016 & 2017 are currently be audited by the State Auditors.

OLD BUSINESS

TOWNSHIP HALL RENTALS:

- THRA MacIver updated the Trustees on all Hall rentals.
- There was a discussion about adding the State Liquor License Application to the Township web site.

HALL IMPROVEMENTS/MAINTENANCE:

- *Door-Steps-Floors:* The Trustees discussed plans for creating a door from the Hall into the North Courtyard; steps into that courtyard; and re-finishing the Hall floors. All of these plans will be kindly underwritten by Mr. Larry Shibley. The work will commence soon.

- *Courtyard Lights*: Trustee Finley reported he is looking into having outside lights installed for the North Courtyard by Mr. Bob Halper.
- *Electrical Handyman Jobs*: Trustee Finley announced he will put together a "Township Hall Electrical To-Do List" for Mr. Halper.
- *Old Hall Tables*: The Trustees discussed washing all the old tables and new padded chairs (if needed) in better weather.
- *Spring Clean-up*: The Trustees discussed having the Hall grounds cleaned up.
- *Hall Driveway*: The Trustees discussed having the buckled driveway repaired. Trustee Paul said he would look into this.
- *Prune Tree by Office Steps*: The Trustees discussed pruning or moving the tree by the office steps. It is overtaking the railing.
- *Light above Township Hall Door*: The Trustees will ask Mr. Ken Roby to repair the light fixture.
- *Painting Hall Window Sills*: The Trustees discussed having the sills painted.
- *Repair of Township Office Steps*: President Florkiewicz reported the landing will be repaired by *Chimney Cricket* soon.

TOWNSHIP OFFICE RENOVATION:

- *Fireproof File Cabinets*: Trustee Finley reported he has taken an inventory of the files at FO Boles' home. The next step is to take inventory of the files in the Township office. All this will determine how many fire-proof file cabinets vs. non-fire-proof cabinets are needed in the Township Office.

MCIMETRO FIBER CONSTRUCTION:

- The Trustees are awaiting the findings of Cuyahoga County Prosecutor Dale Pelozy on Right-of-Way issues.

WASTE MANAGEMENT MONTHLY FEES FOR GARBAGE BINS PICK UP:

- Trustee Finley reported, compared to 2017, the 2018 fees have not increased.

TOWNSHIP RECORDS RETENTION POLICY:

- The Trustees discussed an *Email Retention Policy*.

NEW BUSINESS

SUNSHINE LAW TRAINING:

- Trustee Finley announced he will be attending the mandatory Sunshine Law Training on May 15, 2018. He will represent all the Township's Elected Officials.

FLOWERS TO MIKE WISE AND FAMILY:

- Flowers from the three Trustees, FO Boles and THRA MacIver were sent to the Mike Wise Family in sympathy of Mike Wise's mother passing over. Cindy Hollister, of Artisan Florists, made and delivered the arrangement.

EXECUTIVE SESSION:

- Trustee Finley made a motion, seconded by Trustee Paul, to go from Public Session to Executive Session to consider the appointment of a public official. The motion was unanimously approved. Those in attendance were President Florkiewicz, Trustee Finley and Trustee Paul.
- Trustee Finley made a motion, seconded by Trustee Paul, to go from Executive Session to Public Session. The motion was unanimously approved.

TOWNSHIP ZONING INSPECTOR:

- Tom Turner, Township Zoning Inspector, let the Trustees know, via email, that he is resigning from the position of Township Zoning Inspector. His reason being he and his wife are moving into the Village.
- Trustee Finley made a motion, seconded by Trustee Paul, to appoint Edgar Boles as the new unincorporated Township Zoning Inspector. The motion was unanimously approved.
- Trustees Finley will notify Mr. Boles.

TOWNSHIP CENSUS INFORMATION:

- The Trustees discussed Census Information for the Township.

The meeting was unanimously adjourned at 9:03 p.m.

Tom Florkiewicz, President

Elizabeth Boles, Fiscal Officer

John Finley, Trustee

Brian Paul, Trustee

These minutes were unanimously approved, as corrected, on 4-24-2018.

