

Chagrin Falls Township Trustees Meeting  
January 21, 2019  
Minutes

The meeting was called to order by President Tom Florkiewicz at 7:00 p.m. in the Chagrin Valley Chamber of Commerce office. 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.

FINANCIAL REPORT:

- The Trustees acknowledged receipt of the 2018 Fourth Quarter Financial Report from FO Boles. A hard copy is attached to these minutes and another copy is in the Financial Report notebook.
- The revised copy of the 2018-06 Appropriation Resolution was unanimously adopted.

**OLD BUSINESS**

TOWNSHIP HALL RENTALS:

- THRA MacIver updated the Trustees on Hall rentals and discussion followed.
- Renters' Insurance: The Trustees discussed certificates of insurance from renters.
- New keys for A/V Cabinet have been disbursed. Cabinet is now functional.

OHIO OPEN CHECKBOOK:

- FO Boles has given Trustee Finley all the check stubs for 2018. He will get them ready for the high school students to enter into Ohio Checkbook.

OFFICE RENOVATION:

- Ingrid Porter will have the furniture delivered after February 1<sup>st</sup>.
- FO Boles is in charge of purchasing the outdoor mat.
- Fire-proof file cabinets are being leveled right now.

TOWNSHIP RETENTION POLICY:

- FO Boles will send the final copy to the Ohio Historical Society.

## **NEW BUSINESS**

### 2019 ENCUMBRANCES:

- FO Boles passed around a list of Encumbrances for 2019. A motion was made, seconded and unanimously passed to adopt these encumbrances.
- A hard copy is attached to these minutes.

### SOLID WASTE MANAGEMENT DISTRICT RESOLUTION:

- A motion was made, seconded and unanimously passed to adopt this Resolution 2019-01.

### WESTLAND AIR CONDITIONING/HEATING:

- A motion was made, seconded, and unanimously passed to pay the \$854.86 invoice.

### MEETINGS IN FEBRUARY:

- The Trustees agreed the two meetings in February will be Tuesday, Feb. 5<sup>th</sup> at 7:00 p.m. and Tuesday, Feb. 26<sup>th</sup> at 7:00 p.m.

The meeting was unanimously adjourned at 8:25 p.m.

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John Finley, Trustee

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Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 2-5-2019, as read.