

Chagrin Falls Township Trustees Meeting  
Tuesday, January 12, 2021  
Minutes

The meeting was called to order, via ZOOM, by Chairperson Tom Florkiewicz at 7:00 p.m. Those present included Trustee John Finley; Trustee Jennifer McKee, Township Hall Rental Agent (THRA) Elizabeth MacIver; and Fiscal Officer (FO) Elizabeth Boles.

2021 NOMINATION OF CHAIRPERSON:

- A motion was made, seconded and unanimously passed to keep Tom Florkiewicz as the Chairperson.

MINUTES:

- A motion was made, seconded and unanimously approved to accept the minutes of December 22<sup>nd</sup>, as read.
- A motion was made, seconded and unanimously approved to accept the minutes of December 29<sup>th</sup>, as corrected.

FINANCIAL REVIEW:

- The Trustees acknowledged receipt of the 2020 4<sup>th</sup> Quarter Financial Report.
- A hard copy of this report will be filed in the Minutes notebook and the Financial notebook.

**OLD BUSINESS**

TOWNSHIP HALL RENTALS:

- The Trustees and THRA MacIver discussed Hall rentals.

TOWNSHIP HALL IMPROVEMENTS/REPAIRS/MAINTENANCE:

- Men's Bathroom:
  1. The Men's Bathroom has been gutted and the building permit has been obtained.
  2. A motion was made, seconded and unanimously passed to pay Mr. Novak the partial fee of \$ 7,000.00.
  3. Kitty Burress is the Men's Bathroom Designer. She will be submitting a design.
- New Garden over Stairwell:
  4. Chairperson Florkiewicz will contact Hemlock Landscapes and Village Beautification Committee.
- New Flag for Flagpole: The Trustees will be purchasing a new outdoor flag from Chagrin Hardware.

CFTWP BZA RECOMMENDATION/PROPOSAL:

- Mr. George Smerigan has accepted the Trustees' Request for Proposal to work on the Township's Zoning Resolutions.
- Mr. Smerigan has sent in the Proposal and a quote for his service.
- A motion was made, seconded and unanimously passed to accept Mr. Smerigan's Proposal and Fee Quote.
- The Trustees will notify him of their acceptance.

RECORDING TOWNSHIP ZOOM MEETINGS ON YOU-TUBE:

- Chairperson Florkiewicz reported he contacted the Village staff person who sent him the link to You-Tube instruction.
- The Trustees are looking into this instruction.

**NEW BUSINESS**

2021 ENCUMBRANCES:

- FO Boles emailed a copy of the 2021 Encumbrances sheet to the Trustees.
- After discussion, a motion was made, seconded and unanimously passed to approve the 2021 Encumbrances, as amended.
- A copy is attached to these minutes.

2021 INVENTORY SHEET:

- FO Boles emailed a copy of the 2021 Inventory Sheet to the Trustees for their perusal.
- The Office Air Conditioner was added to the Inventory Sheet. The Trustees agreed the inventory sheet is complete.
- A copy of the Inventory Sheet will be attached to these minutes.

The meeting was unanimously adjourned at 7:30 p.m.

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Tom Florkiewicz, Chairperson

Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 1/26/2021, as read.