

Chagrin Falls Township Trustees Meeting
October 12, 2021
Minutes

The meeting was called to order by Chairperson Tom Florkiewicz at 7:05 p.m. in the office of the Chagrin Valley Chamber of Commerce. Those present included Trustee John Finley; Trustee Jennifer McKee; Thespian Rollin DeVere III, and Fiscal Officer (FO) Elizabeth Boles.

MINUTES:

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

OLD BUSINESS

TOWNSHIP HALL RENTALS:

- Thespian Rollin Devere III attended the meeting to request the use of Township Hall for his shows. The Trustees thanked him for coming to the meeting. The Trustees discussed Mr. DeVere's request.
- The Trustees discussed the CV Jaycees request to use the Hall on Oct. 28, 2021.
- The Trustees received a check from the Documentary Film Festival for use of the Township Hall, as a donation. This donation will be put into the Capital Project Fund.

TOWNSHIP HALL IMPROVEMENTS/MAINTENANCE/REPAIRS:

- Family Bathroom: The Trustees discussed the leak in the Family bathroom and who will look into it.
- CV Chamber of Commerce Office: Trustees Florkiewicz and Finley will meet with the electrician to look at the electric box connected to the CV Chamber of Commerce office.
- Hall Front Door: Wiley Frank just repaired the Hall front door lock.
- Chimney Sweep: The boiler chimney has been cleaned out. In the Spring, *Music Street Sweep* will look at the top of the chimney to see if any work needs to be done and also to install a cage over the opening to keep anything else from getting in.
- Kathy Watterson's Garden: FO Boles reported a generous check has been received from Kathy Watterson for continued maintenance on her garden. Chairperson Florkiewicz will write Mrs. Watterson a thank-you note.

TOWNSHIP HALL OFFICE:

- FO Boles requested the hardware for the inside of the lateral files be bought and installed by someone who knows how to do it properly.
- FO Boles is looking forward to moving and organizing the minutes, files and folders into the office.

KEEPING THE TOWNSHIP HALL SANITIZED:

- Jen-Pro is coming to sanitize the Hall on Friday, October 29th.
- The Trustees discussed moving all the chairs & tables before they come.

NEW BUSINESS

"READY NOTIFY" SYSTEM:

- A motion was made, seconded and unanimously passed to adopt "Ready Notify" system, to take the place of "911 Cellular", to be used by Cuyahoga County and communities. This new system will be used by Chagrin Valley Dispatch.
- The Trustees signed the "Memorandum of Understanding". The signed copy is attached to these minutes.

TOWNSHIP HALL RENTAL AGENT (THRA):

- A motion was made, seconded and unanimously approved to raise the THRA's salary the first of the new year, 2022.

GIFT CERTIFICATE FOR ROBIN SCHWIND:

- A motion was made, seconded and unanimously approved to send Mr. Schwind a gift certificate as a thank you for all he does for the Township Hall.

The meeting was unanimously adjourned at 8:20 p.m.

Tom Florkiewicz, Chairperson

Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 10-26-2021, as read.