

Chagrin Falls Township Trustees Meeting  
March 12, 2024  
Minutes

The meeting was called to order by Chairperson Tom Florkiewicz at 7:05 p.m. in the Township Hall. Those present included Trustee John Finley, Trustee Jennifer McKee, Township Hall Rental Agent (THRA) Elizabeth MacIver, and Fiscal Officer (FO) Elizabeth Boles.

NOPEC REPRESENTATIVES:

- The Trustees welcomed two NOPEC Reps., Jeff Heinrich and Brenda Fargo to the meeting.
- They spoke about the unincorporated part of the Township joining NOPEC and the steps required to do so.
- Steps are: creating a resolution to join and putting the choice, to join or not, on the ballot for a vote. The deadline to get it on the Township's ballot is 8/8/2024.
- The Trustees agreed there should be an unincorporated Township Public Meeting to discuss this issue before then.
- The Trustees thanked Mr. Heinrich and Ms. Fargo for coming to the meeting. They will be in touch.

MINUTES:

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

**OLD BUSINESS**

TOWNSHIP HALL RENTALS:

- The Trustees and THRA MacIver discussed old & future rentals and classes held in Hall.
- THRA MacIver has a list of Organizations Renting Township Hall for No Charge.

TOWNSHIP HALL IMPROVEMENTS/MAINTENANCE/REPAIRS:

- The Trustees discussed repairs and continuing maintenance to the Hall.
- Foyer Rug: The new foyer rug will be delivered on 3/28/2024. A motion was made, seconded, and unanimously passed to have Marshall Flooring, who is providing the rug to the Township, will install the rug for total of \$2,538.00 for the rug and installation.
- Cleaning Chairs & Tables: A motion was made, seconded, and unanimously passed to accept Jan-Pro's quote of \$750.00 to clean and disinfect the Hall's tables and chairs. They will be coming to clean on 3/21/2024.

- Six Township Hall Projects : Trustee Finley reported he has received two out of three of the quotes for the six Hall projects that need to be done. The projects are: Re-do cracked concrete driveway; Replace and install large wooden door on side of building; Install new steel plate for bottom of front door; Repair the cupola; Install a Lock Box for keys for the Fire Dept. to have access to the Hall and Office; Put a lock on the outdoor mailbox. The Trustees discussed all six projects. Quotes are being received from Mr. Hershberger, Mr. Wengerd, and Mr. Novak.

## **NEW BUSINESS**

### AUDITOR OF STATE FRAUD QUESTIONNAIRE:

- The Trustees discussed the Fraud Questionnaire the Auditor's Office has asked the Township Fiscal Officer and Township Chairperson to fill out and submit. This is in preparation of the 2022 & 2023 State Audit coming up.

### DISTRICT ADVISORY COUNCIL MEETING:

- Trustee Finley reported he attended this meeting on 3/14/2024.

### MEETINGS IN APRIL:

- The Trustees agreed the two meetings in April will be held on Tuesday, April 9<sup>th</sup> and Monday, April 22<sup>nd</sup>, both at 7:00 p.m. in Township Hall.

The meeting was unanimously adjourned at 8:45 p.m.

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Tom Florkiewicz, Chairperson

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Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 4/9/2024, as read.