

Chagrin Falls Township Trustees Meeting
April 8, 2025
Minutes

The meeting was called to order by Chairperson Tom Florkiewicz at 5:10 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.

MINUTES:

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

FINANCIAL REVIEW:

- The Trustees acknowledged receipt of January and February 2025 financial reports from FO Boles. FO Boles will file the reports in hard copy minutes notebook, and in internet file.

NEW BUSINESS

TOWNSHIP HALL RENTALS:

- The Trustees and THRA MacIver discussed old & future rentals and classes held in Hall.
- The Trustees and THRA MacIver went over and updated the List of Paying/Non-Paying Renters.

OTARMA:

- Trustee Finley reported he spoke with the Cuyahoga County Prosecutor's Office (The Township's Legal Counsel) about updating the Township's Anti-Harassment Policy.
- All employees and volunteers of the Township have been requested to submit a copy of their personal insurance card to FO Boles to keep on file.
- A Property Appraisal of the Township Hall is being scheduled.

NOPEC IN TOWNSHIP:

- Trustee Finley distributed copies of four drafts of the NOPEC Resolutions. Discussion followed.
- NOPEC representatives will send out letter to Township residents.

CHAGRIN VALLEY DISPATCH (CVD):

- Trustee Finley reported the Township is now part of the Village of Chagrin Falls' CVD contract.

- The contract has been approved by the CVD Executive Committee and has yet to be approved by all the members. This vote will occur on 5/21/2025

TOWNSHIP HALL IMPROVEMENTS/MAINTENANCE/REPAIRS:

- The Trustees discussed repairs and continuing maintenance to the Hall.
- FLAT ROOF REPAIR: Trustee Finley reported he received a bid for repairing the two flat roofs from one roofer. Still waiting on the bid from the other roofer.
- OUTDOOR ELECTRICAL OUTLETS: All outdoor outlets are now locked.
- NEW KEYS FOR LOCK ON UTILITY CLOSET: The Trustees discussed purchasing new keys for utility closet door lock.

NEW BUSINESS

INVENTORY SHEET:

- FO Boles passed around the 2025 Inventory Sheet for all to see and edit. Changes were made.
- The Inventory Sheet is kept in the Minutes notebook.

CHAGRIN VALLEY GIG (FIBER OPTIC CABLE):

- Trustee Finley announced he has been in touch with them.

SOLID WASTE/RECYCLING CONTRACT:

- Trustee Finley reported the Village of Chagrin Falls is going out for bids this year.

FALLS ROAD STREET LIGHT:

- FO Boles said she has been in touch with The Illuminating Company to let them know the street light by entrance to Stonecreek Drive is burnt out. They said they will take care of it.

The meeting was unanimously adjourned at 6:00 p.m.

Tom Florkiewicz, Chairperson

Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved, as corrected, on 4/22/2025.

