

Chagrin Falls Township Trustees Meeting
Tuesday, April 14, 2026
Minutes

The meeting was called to order by Chairperson John Finley at 5:10 p.m. in Chagrin Falls Township Hall. Those present included Trustee Brian Paul, Trustee Janet Ingold, Township Hall Rental Agent (THRA) Elizabeth MacIver, Fiscal Officer (FO) Elizabeth Boles and Jeff Heinrich, NOPEC Representative.

JEFF HEINRICH, NOPEC REP.:

- Mr. Heinrich said he was stopping by to update the Trustees and to answer any questions.
- One of the updates is the availability of NOPEC Grant money for Sponsorships.
- The Trustees thanked Mr. Heinrich for coming to the meeting.

MINUTES:

- Minutes from the regular meeting sessions, February 24th, March 9th, March 16th, were unanimously approved, as read.
- All three minutes will be posted on the Chagrin Falls Township Website.

FINANCIAL REVIEW:

- FO Boles announced an Auditor of the State of Ohio (AOS) team is currently auditing the Township's books for 2024 & 2025. The audit should be completed soon.
- 2026 Amended Encumbrances: A motion was made, seconded, and unanimously passed to adopt the 2026 Amended Encumbrances. A hard copy will be filed in the Minutes notebook.

OLD BUSINESS

TOWNSHIP HALL RENTALS:

- The Trustees and THRA MacIver discussed old & future rentals and classes held in Hall.
- A motion to disallow the rental of the Hall's tables and chairs ever, was made, seconded, and unanimously passed.
- The Trustees and THRA MacIver discussed contacting Patton Pest Control, Inc., who comes to spray the Hall quarterly, about a possible ant problem.

FIBER OPTIC CABLE (High Speed Internet):

- Chairperson Finley and Trustees discussed Consultant Tom Reid's Feasibility Study for Phase One of the project.
- A motion was made, seconded and unanimously passed to hire Mr. Reid to do the Phase One Analysis.
- The Trustees discussed the different companies who could do the optic cable work.

ACCESS TO POSTING ON WEBSITE, PASSWORDS & OTHER IT ITEMS:

- Trustee Paul reported he has met with Webmaster Bob Craig to go over how to access the website to be able to independently post, etc.

TOWNSHIP HALL IMPROVEMENTS/MAINTENANCE/REPAIRS:

- TOWNSHIP HALL FRONT DOORS:
 - The Trustee discussed this project. Mr. David Novak will be repairing these doors.
- AIR CONDITIONER REGISTER:
 - Trustee Paul said he will look into the thermostat cover repair.
- WATER DAMAGE TO HALL WALL:
 - Chairperson Finley continues to get expert opinions on how best to repair wall. Trustees will discuss when all opinions are in.
- PIPES UNDER LADIES' BATHROOM:
 - Chairperson Finley advised every year and a half the pipes underneath the Ladies Bathroom should be snaked to avoid any big problems.
- OUTSIDE SPIGOT ON/OFF SWITCH:
 - The Trustees discussed the on/off switch for the outside spigot and where it is located.
- DOOR TO BOILER ROOM:
 - The door to the boiler room is in need of repair. The Trustees agreed to ask David Novak to repair this door.
- DRAINAGE ISSUE IN MEN'S BATHROOM:
 - The Trustees agreed to ask David Novak's plumber to look into the problem.

SUNSHINE LAW TRAINING:

- Trustee Ingold reported she is currently reading the Sunshine Law Training Manual.

75 FOOT SETBACK IN TOWNSHIP ZONING RESOLUTIONS:

- The Trustees discussed the 75-foot set-back in the Resolutions.

NEW BUSINESS

PUBLIC RECORDS REQUEST:

- The Trustees discussed the recent Public Records request. Chairperson Finley has sent this request over to the Cuyahoga County Prosecutor Matt Greenwell for his perusal and opinion.

NEW FLAG FOR HALL FLAGPOLE:

- Trustee Ingold announced a new flag is flying on the flagpole and it is currently at half mast, as ordered by Governor DeWine.
- Trustee Ingold suggested signing up on the official Flag website to keep apprised of all times the flag should be lowered to half-mast.

PORTAL FOR BOILER INSPECTION:

- Trustee Ingold reported she spoke with the Division of Industrial Compliance and can now access the portal for inspection reports, annual invoices, etc.

TOWNSHIP HALL FUTURE CAPITAL PLANNING & BUDGETING:

- The Trustees will discuss creating a long-term strategy plan for Township Hall.

DUMPSTER BANDIT INVOICE:

- The Trustees will contact Dumpster Bandit to ask for an invoice for trash pick-up and recycling in the Township.

CHAGRIN FALLS POPCORN BALL DROP:

- Trustee Paul announced he is looking into making the Popcorn Ball Drop a separate legal organization with a separate non-profit status.

The meeting was unanimously adjourned at 7:10 pm.

John Finley, Chairperson

Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 4/28/2026, as read.