

CHATHAM TOWNSHIP

Chatham Trustee Meeting Minutes
Chatham Township Community Center
Regular Meeting of January 23, 2018

Meeting was called to order by Trustee Arters at 7:00pm

Roll Call: Trustee Arters, Trustee Aungst and Trustee Gumbita were present

The Fiscal Officer certified the requirements of the Sunshine Law were met by notification and posting. This is an unapproved, unsigned copy of the proposed minutes of January 23, 2018 Trustee Meeting of Chatham Township Trustees. Once approved and signed, they will become the official minutes of record. The Township assumes no liability and does not certify that this is a true copy of the minutes; likewise, balances provided may not have been reconciled to the Bank Statement and are subject to change, until financial statements have been signed and approved by the Board of Trustees.

Pledge of Allegiance

Trustee Arters reminded all guests to sign in

A Motion was put forth by Trustee Arters, duly seconded by Trustee Aungst to approve meeting minutes of January 9, 2018. All in favor

A Motion was put forth by Trustee Aungst, duly seconded by Trustee Gumbita to approve meeting minutes of January 16, 2018. All in favor

A Motion was put forth by Trustee Arters, duly seconded by Trustee Aungst to approve Financial Reports. All in favor

A Motion was put forth by Trustee Gumbita, duly seconded by Trustee Aungst to approve Purchase Orders and Pay Bills, as presented. All in favor

Public invitation to speak: Doug Reif- Doug of D&J Reif Services stated that he would like to give the Township a Quote on Stone needed for the 2018 year. Trustee Arters stated that he would compile a list of stone needed once projects were identified to get quotes.

Sue Arters- Sue reported on upcoming Chatham Township Bicentennial events: Chili Challenge January 27th at MH, and the Sock Hop February 10th at MH.

Rick Dumperth- Reported on the Chatham Township Historical Society's move of the Gas Station. He reported that they are waiting for the professional engineer, permitting, and the weather to move it.

Correspondence: ooma office offering business phone services; Medina County Soil and Water January Newsletter; Armstrong noting a Rate Adjustment coming; Medina County SPCA Identifying the number of animals taken from Chatham Township and the cost for caring for them; BWC, Industry-Specific Program Approval; Compmanagment and CareWorks Comp offering their BWC group rating discounts, and fees.

County Auditor: Denise reported that tax bills are due February 9th, and reminded everyone to check and be sure that they were receiving 2.5% owner reductions if it applied. She also reported that the Board of revisions form could be found online, Dog licenses are due January 31st, and January revisions are available.

Zoning: None

Roads Report: Road Superintendent Ted Arters was present, and identified that there was an opportunity to have the county bid 2018 roads projects for the Township to get a better rate. He reported three sections of road that he would like to see done this year Richman Road. He reported an estimated cost of \$54,680. Roads Superintendent also notes that the Township had already committed to a 2018 culvert project through BWC for \$25,000. Fiscal officer Poling asked that a special meeting be held to review the budget and Roads funds. A meeting was scheduled for January 29th at 7pm. Roads Superintendent reported that he had submitted Force Accounts to the County Engineer.

Fire/EMS: Chief William Disbrow was present and reported that they had a good ice rescue training with three other departments, and it was very good.

CTCC: CTCC Scheduler Janet Newcomer was present, and reported that there have been new rentals. Janet asked if the Girls Scouts would be allowed to use the building and projector for a movie night. Trustees stated not to charge them, but to collect the security deposit in case there was an issue. Janet asked trustees if there would be any renting of tables and chairs this year. Trustees stated there would be no renting of tables or chairs. Trustee Gumbita reported that she has reviewed last year's cost of CTCC and it came to roughly \$1000.00 per month. Trustee Gumbita also identified a need to replace locks at CTCC due to keys not being accounted for. A motion was set forth by Trustee Gumbita, duly seconded by Trustee Aungst to have Albright come for a \$65 service fee, replace 5 locks at \$15 each, and install a lock box for \$26.95, totaling around \$200. All in favor.

Cemetery: Sexton Sue Jurkowski was present and asked that Trustees look at Cemetery programs while at the OTA conference due to continued issues with saving footnotes. Trustee Gumbita presented proposed changes to the Cemetery Fees. Trustee Gumbita asked the hours for burial. Roads Superintendent reported that it was two people 5-6 hours and the force account for running the backhoe was \$33.16. Trustee Arters made the change to her proposal of Resident Lots to be \$150 and 2 for \$300. A motion was set forth by Trustee Arters, duly seconded by Trustee Gumbita to accept Trustee Gumbita's

proposed Cemetery Fees with the change of Resident Lots being \$150 and 2 for \$300. Motion passed 2/1.

MH: Frank from the Firemen's Association reported that MH dates are filling fast. He reported that the Sugar Bush will occur the first 4 weekends in March. Frank inquired about the tax exempt paperwork due to paying the first half taxes this week. Trustee Arters reported that he spoke with the prosecutor, and it needs to be filed. Trustee Gumbita reported that she will finish the paperwork with past Trustee Dumperth's help. Mike came to represent Cloverleaf baseball. Mike reported that there has been a structure change with baseball and there is no longer Chatham Baseball it is all under Cloverleaf Youth baseball. Mike reports that he did not hand over the Chatham Baseball Treasury to Cloverleaf due to needing to maintain the field and equipment storage and feeling that the money needed used at Chatham since that is where it came from. Mike reported a need for a new equipment storage shed. He will need to work with Zoning Inspector Porter and the Trustees more to identify what and where. Mike volunteered to mow, but stated it would be closer to once per week. Identified the need to do something with the fence and safety concerns about the playground area. A motion was made by Trustee Arters, duly seconded by Trustee Gumbita to fix fences at MH as needed for safety. All in favor.

Items of old business:

- Organizational Meeting Minutes Update – A motion was made by Trustee Arters, duly seconded by Trustee Aungst **Resolution # 01-01232018** to approve the 2018 Organizational Meeting minutes. Roll Call: Arters, yes; Aungst, yes; Gumbita, yes.
- Fire levy renewal: A motion was set forth by Trustee Arters, duly seconded by Trustee Aungst to place the renewal Fire/EMS levy on the May ballot Resolution #02-01092018. Roll Call: Arters, yes; Aungst, yes; Gumbita, yes.
- Insurance – Computer Fraud: A motion was set forth by Trustee Gumbita, duly seconded by Trustee Arters to decrease the Computer Fraud deductible, increasing the Insurance premium. All in favor.
- Trustee Gumbita reported that there were several items left off of Old Business that have not been resolved. Chair of Trustee Arters stated when there is action to be taken they will be placed on the agenda.

Items of new business:

- Trustee Meeting Location – Trustee Arters stated this would be discussed later.
- Grant Writing Committee – Trustee Gumbita reported that she would like to start a Grant Writing Committee for the Township. A motion was set forth by Trustee Arters, duly seconded by Trustee Aungst to create a Grant Writing Committee. All in favor.
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Announcements / Upcoming Meetings

Bicentennial Fundraiser Chili Cook Off – January 27th \$10.00

Special Trustee Meeting January 29th 7pm to Discuss 2018 Roads Projects
Special Trustee Meeting February 5th at 6pm to Pay Bills
Trustee Meeting, Tuesday, February 13th, 7 pm

A motion to adjourn was made by Trustee Arters duly seconded by Trustee Aungst. All in favor.

TRUSTEES:

Russ Arters

Joseph Aungst

Denise Gumbita

FISCAL OFFICER _____

Sarah Poling

Date Signed _____

Date Approved _____