

CHATHAM TOWNSHIP

Chatham Trustee Meeting Minutes
Chatham Township Community Center
Regular Meeting of March 14, 2017

Meeting was called to order by Trustee Chair Jurkowski at 7:02pm

Roll Call: Trustee Arters, Trustee Dumperth and Trustee Jurkowski 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 March 14, 2017 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

Chair Jurkowski reminded all guests to sign in

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Arters to approve meeting minutes of February 24, 2017. All in favor

A Motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to approve meeting minutes of February 28, 2017. All in favor

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Jurkowski to approve meeting minutes of March 2, 2017. Passed, Trustee Arters abstained.

A Motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to approve meeting minutes of March 13, 2017. All in favor

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

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

Public invitation to speak:

- Ron Shaw- Stated the CTCC needed a new flag, and suggested that the VFW be asked for a donation of a new flag

- AnnMarie Brasty- Stated that she has not received her deposit check return to date. She would like a postage tracer to be placed on it; she is concerned that it could be cashed by someone; and encouraged that void be written on deposit checks before being returned.

Correspondence:

Western Reserve Land Conservancy, Landline Newsletter; A request from Hospice of the Western Reserve for Therapy Dogs, and help advertising that is a need; A letter from Martin Fishbaum regarding a misprint in The Post; A resume from Nathan A. Dennis for the full time roads position; A price sheet from John S Grimm, Inc. for Athletic Marker; 3 Life Force Resident Waivers

Auditors Report: None

Fire Department/EMS: Chief Bill Disbrow submitted the following report:

Chatham Twp Calls: Rescue/Squad: 1

Mutual Aid Calls: Fire: 1- alarm call-cancel

Roads Report: Road Superintendent Ted Arters was present, and submitted the following report:

- Checked the roads
- Checked all road signs
- Cut and cleared trees and limbs from several roads
- Removed a large tree from Richman and Garver Roads

Zoning Report: None

CTCC Report: None

Cemetery Report: Income for a previously discussed footer.

Items of old business:

- Crossroads- Bond Concerns were brought up. Arters is to contact Jimmy about bond and legal council's advisement for a 2year maintenance bond

- Force accounts/pick-up truck- Road Superintendent reported that the truck has 19,000 miles on it at this time. Trustees asked that Ted inquire at Polatta Ford about a new truck. Roads Superintendent presented Force Accounts for 2017 roads projects.

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Jurkowski to approve Force Account Project: 2017 Road Grading in the amount of \$15,958.47

Resolution #01-03142017. Trustee Arters: yes; Trustee Dumperth: yes; Trustee Jurkowski: yes

A Motion was put forth by Trustee Arters, duly seconded by Trustee Jurkowski to approve Force Account Project: 2017 Road side mowing in the amount of \$16,119.82 **Resolution**

#02-03142017. Trustee Arters: yes; Trustee Dumperth: yes; Trustee Jurkowski: yes

A Motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to approve Force Account Project: 2017 Spot paving of various roads in the amount of \$2511.04 **Resolution #03-03142017**. Trustee Arters: yes; Trustee Dumperth: yes; Trustee Jurkowski: yes

A Motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to approve Force Account Project: 2017 Berming work in the amount of \$13919.45 **Resolution #04-03142017**. Trustee Arters: yes; Trustee Dumperth: yes; Trustee Jurkowski: yes

A Motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to approve Force Account Project: 2017 Ditch maintenance in the amount of \$1,9781.88 **Resolution #05-03142017**. Trustee Arters: yes; Trustee Dumperth: yes; Trustee Jurkowski: yes

- Munz- Trustee Arters reports that there was a misunderstanding about the location; it has been clarified and survey is to take place soon.
- Zoning Appeals Board- Trustee Arters reports that he is planning a meeting the last week in March and will contact members about the meeting.
- VFW operating entity- Trustee Arters is going to pick up the 501C3 packet. There was discussion about posting a No Concealed Carry sign at the VFW Hall, Trustees discussed and decided to wait until June 2017 to have further discussion. Trustee Dumperth stated concerns about the amount of money being handled in the building for the Sugar bush and the security of it; Trustees decided to address it in the future when the changeover was complete.
- Community Service recognition- Trustee Dumperth is going to work on wording for the certificates. Trustee Jurkowski stated that there should be guidelines about who the certificates are presented to for consistency.
- Fire station plan review and budget- Chief is at the Westfield fire open house tonight, and will report at the next meeting; continued preliminary discussion about a new fire station; Trustees stated that they will not be seeking a new tax levy for the project.
- Comprehensive Plan update- Trustee Arters reported that there is a meeting scheduled for March 23rd 7pm at CTCC
- Roads employee/summer mowing- Deadline for applications is April 11th for the Fulltime position; Trustee Jurkowski reported that she was not able to place a free advertisement in The Post. Trustees decided to continue with current method: Facebook, community sign, a posting at the VFW Sugar bush event. Trustee Jurkowski reported that the previous part-time summer mower, Mike Wisman is not sure if he will be returning. Trustee Arters will make a posting for the VFW Hall bulletin board to be posted for the VFW sugar bush event; no further action so there is no confusion resulting in delay of fulfilling the fulltime roads position.
- Appropriations- Fiscal Officer Poling stated Permanent Appropriations will be emailed to Trustees prior to the next meeting so that they can be approved.
- Care Works/BWC- Fiscal Officer Poling presented a comparison of Care Works and Comp management for the BWC Group Rating; Trustees elected to continue with the

current company due to uncertainties with a new company and the minimal difference in cost.

- Community Survey- A draft of a letter was discussed. Trustee Arters stated that he would like to see the questions; Trustee Jurkowski stated that she was unclear of the purpose of the survey at this time; Trustee Dumperth suggested delaying the survey until the township takes over the full function of the VFW Hall; Trustee Arters stated the board needs to make a decision and then send the survey; Trustee Dumperth stated that we will see what new information Chief comes back with from Westfield.
- B&R Septic- Trustee Arters presented a quote from B&R septic for the maintenance of the waste water plant, and reported that he felt this was a good move due to them being able to do maintenance and repairs as well as the service/testing. He will ask him to present at a future meeting.
- Community Poultry – Community members have been having a problem with a community members' poultry messing up landscaping. Trustee Dumperth encouraged residents to voice their concern directly to the owner of the poultry, and then take the next step of calling the Sheriff if needed.

Items of new business:

- Cemetery income error- Sexton Jurkowski reported that there had been an error made in 2016 with O&C fees collected: She collected \$350 for each O&C in the year of 2016 instead of the \$400 that the 2016 Organizational Meeting passed. Trustees decided that the Resolution from both the 2016 and 2017 Organizational meeting needed to be amended. Correct wording of motion/resolution will be looked up and corrected at the next meeting.
- MCHD meeting March 6th- Trustee Jurkowski reports that she attended the meeting.
- Dumpster Vouchers- Trustees decided to do Dumpster vouchers for 2017 instead of Community Dumpster Days to take place the month of June.
- Easter Egg Hunt- Event is planned for April 15th
- Community Block Grant- Trustee Dumperth asked if the board should apply for the grant for the sidewalk/parking lot of the store. It was brought to the boards attention that the grant maybe on hold at this time. Trustee Dumperth will look into the current status.
- Policy Book- Trustee Dumperth brought up that there was some discussion about updating the Chatham Township Policy Book, but no further action was taken. Fiscal Officer Poling was assigned to start the process at the next meeting by presenting a policy or two at a time to be updated.

Announcements / Upcoming Meetings

Medina County Township Association Meeting: March 16th 7pm in Sharon Twp
Chatham Township Movie Night: "BFG" or "Trolls"; Saturday, March 18th, 7 pm
Comprehensive Planning Meeting March 23rd, 7pm

Historical Meeting: March 27th, 7pm

Trustee Regular Meeting: Tuesday, March 28th, 7 pm

A Motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to adjourn the meeting at 8:27 pm. All in favor

TRUSTEES:

Russ Arters

Rick Dumperth

Sue Jurkowski

FISCAL OFFICER _____

Sarah Poling

Date Signed _____

Date Approved _____