

CHATHAM TOWNSHIP

Chatham Trustee Meeting Minutes
Chatham Township Community Center
Regular Meeting of April 11, 2017

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

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 April 11, 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 March 28, 2017. All in favor

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Jurkowski to approve unofficial meeting minutes of CCTC April 6, 2017. All in favor

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

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

Public invitation to speak: None

Correspondence: Medina County Solid Waste Voucher forms; Medina County Commissioners: date change for Bicentennial Meeting to Tuesday April 18th; Medina County Department of Planning Services: Notice of funding changes to the Community Development Block Grant Program; Great Lakes Portable quote for \$75 per month for portable toilet; and a Special/Future tax assessment search request.

Auditors Report: None

Fire Department/EMS: Chief Bill Disbrow submitted the following report:
Chatham Twp Calls: Rescue/Squad: 2

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

- Checked roads
- Lowered a drive culvert on Old Mill Road
- Graded Richman and Rice Roads
- Filled the berm on Old Mill Road
- Cleaned out the end of the culvert on Richman Road
- Plowed Roads
- Pushed a tree off of Ballou Road
- Spot plowed and checked Roads

CTCC Report: New softball group renting; some softball cancellations due to the nicer weather; Janet's first inquiry about the VFW being rented for a wedding reception August 18th. Trustees advised Janet that the current process for the VFW scheduling should remain until June when the Township officially takes over. Also, that the Township would honor all scheduled rentals, deposits, and rent fees of the VFW.

Cemetery Report: Chatham Farmer's 4-H group did Cemetery Clean Up on April 8th, and it went well. There was a request for the township to buy back a cemetery plot from Joan School.

A motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to purchase the cemetery plot back from Joan School in the amount of \$150. All in favor.

Zoning Report: None

Items of old business:

- Crossroads- No new information per Trustee Arters. Trustee Arters was asked to ensure that a 2 year bond extension was in place.
- Pick-up truck- Road Superintendent reported that it would cost the Township \$3,774 for a new identical truck if ordered and \$4,668 for one the dealership already had on the lot plus our trade in or \$23,000. Pallotta Ford said that they would give \$23,000 for our current truck.

A motion was put forth by Trustee Jurkowski, duly seconded by Trustee Arters

Resolution# 01-04112017 to order a 2017 F250 for the amount of \$3,774 plus our current truck on trade in or \$23,000

Trustees decided to put out an advertisement for the current F-250 seeking sealed bids for the current truck with a reserve bid of \$23,000.

- Munz- Trustee Arters reports no new information

- Zoning Commission members- Trustee Arters reported that Brad Romano was coming to the next Meeting the first Tuesday in May. This meeting is to be about comprehensive plan and both boards will be present. Trustee Arters stated that he would communicate the new members contact information to the boards
 - VFW operating entity-Trustee Arters has the packet for the 501C3, paperwork still needs completed. Trustees state that they have board members selected. Trustee Dumperth requested a Bi-Laws template and guidance on what needs to be done; Trustee Arters stated that he would call Pam to get one.
 - B&R Septic Quote- no new information at this time.
 - Fire station plan review and budget – Trustee Dumperth request a justification statement from the chief, and the trustees plan to advertise per the ORC code soon.
 - Comprehensive Plan update – May 2nd 7pm
 - Roads employee/summer mowing- Trustees stated that they would meet April 20th to review resumes and April 27th for interviews. Discussion on the summer mowing position and pay. Trustees stated that it would pay \$9.00 unless the previous mower Mike Whisman will be coming back; in that case he would receive the same pay as 2016. Roads Superintendent Arters will work on getting a hold of him to see if would like to return.
 - Township Clean Up Month- Clean-up will take place April through June with the voucher system.
 - Life Insurance – This is available to any elected official who would like it; at this time Trustee Dumperth asked to be removed from the plan.
 - Portable Toilet-
- A motion was put forth by Trustee Jurkowski, duly seconded by Trustee Dumperth to have a Portable at CTCC in the amount of \$75 per month May through October.
- Cat Financial- No action after Trustee Dumperth strongly encouraged fellow trustees to pay off the Road Grader to save the interest.

Items of new business:

- Winter Salt Contract- A motion was made by Trustee Arters, duly seconded by Trustee Jurkowski to move forward with the ODOT Salt Contract. All in favor.
- BZA members, policy, procedures, ect (Heather Osborne) – Heather Osborne may be leaving the secretary position. Trustee Arters will look for a job description from other townships, OTA, or the ORC.
- Policy Manual Updates: Health Ins policy presented needs modified per changes in the ORC; Cell Phone Policy presented needs a date change; Disaster Policy presented needs where passwords are stored added. Fiscal Officer Poling will make recommended changes for the next meeting.

Announcements / Upcoming Meetings

Easter Egg Hunt: Saturday, April 15th, 11 am

Chatham Township Movie Night: “The Easter Promise”, Saturday, April 15th, 7 pm

MCTA: Thursday, April 20th, 2017, 7 pm

Trustee Regular Meeting: Tuesday, April 25th, 7 pm

Bicentennial Meeting: Monday, May 1st, 7 pm

CTCC Meeting: Thursday, May 4th, 7 pm
Caananland Opry May 6th
Trustee Regular Meeting: Tuesday, May 9th, 7 pm

A motion to adjourn was made by Trustee Arters duly seconded by Trustee Dumperth.
All in Favor.

TRUSTEES:

Russ Arters

Rick Dumperth

Sue Jurkowski

FISCAL OFFICER _____

Sarah Poling

Date Signed _____

Date Approved _____