

CHATHAM TOWNSHIP

Chatham Trustee Meeting Minutes
Chatham Township Community Center
Regular Meeting of May 23, 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 May 23, 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 May 9, 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 Dumperth, duly seconded by Trustee Arters to approve Purchase Orders and Pay Bills, as presented. All in favor

Public invitation to speak:

Chris Vanderzyden from Whittaker Meyers presented Health Insurance options due to rate increases and group requirements. Chris stated that the township should indeed be using a H.S.A. to reimburse employees for out of pocket medical expenses.

A motion was set forth by Trustee Arters, duly seconded by Trustee Jurkowski
Resolution #01-05232017 to change insurance as of June 1, 2017 to Anthem Bronze Blue Cross Access PPO with HSA. Roll call : Arters, yes; Dumperth, yes; Jurkowski, yes

Byron Fike brought continued concerns about the intersection of State Route 162 and Rice Roads and moving agricultural equipment through it. He stated that there is a right of way concern and visibility. He reported that a vehicle went in the ditch to avoid hitting his farm equipment due to visibility issues at the intersection. Trustee Dumperth stated that he spoke to the prosecutor about this issue, and was advised of the ORC. He

stated that there would be a letter drafted, but that the prosecutor wanted to see what actions the township had already taken. Fiscal Officer Poling stated that there was file on Rice Road, and she would scan and send it to Trustee Dumperth. Trustee Dumperth also encouraged him to call ODOT about the right of way concern on State Route 162. Mr. Fike was encouraged to call the sheriff's office in the meantime for civil matters between his family and the family with the property of concern.

Correspondence: Trustee Dumperth identified that he would like to complete the optional survey from GT environmental; Trustee Dumperth reported that there was a water main break near the intersection of Richman Road and Spencer Lake Roads. The Sanitary Engineer has crews there now and is planning to work through the night to fix it. They are working diligently to not damage the roadway, but this will need to be monitored when they are finished.

Fiscal Officer Poling reported: OPWC Committee Meeting that was May 19th, Trustees were emailed invite; OPERS Employer Notice that there would be no rate increases for 2018; Medina County Economic Development Corporation, Summer Cookout invite; A thank you card from The Chatham Community Church for repairing the rut in front of the Church's mailbox with \$20, Trustee Dumperth stated to deposit into the General Fund under donation; Department of Commerce, Elevator Inspection Notice, Elevator Inspection Pass Notification; Western Reserve Land Conservancy Newsletter; One Sealed Truck Bid; and an Amended Certificate of Estimate Resources from the County Auditor.

Auditors Report: Denise from the Auditor's office reported that Homestead Exemption applications were due June 5th, and their website has been updated.

Fire Department/EMS: Chief Bill Disbrow submitted the following report: Chatham Twp. Calls: 1 fire alarm; 3 squad/rescue calls; 1 tree in the roadway that they took care of; and 1 missing person search; Mutual Aide calls: 1 squad/rescue Frank Keeling needs reimbursed for the parking at the FDIC conference; Valley City Fire Department will be having a training that Two (2) fire fighters plan to attend. A motion was set forth by Trustee Arters, duly seconded by Trustee Jurkowski to send and pay for two (2) Fire Fighters to attend the training taking place at the Valley City Fire Department in the amount of \$900. All in favor. Sue Arters stated that the Medina County Fair Board needed a copy of the Resolution made for Fire and EMS to participate in parades, fairs, and festivals; LEPC that works with Emergency Management is going to be having a mass casualty training, and they have been asked to bring a truck and the squad; It was noted that Boundtree Medical expenses should be taken out of the EMS fund if funds allow.

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

- Checked roads
- Filled around mailboxes on various roads

- Mowed berm on Coon Club Road
- Reamed out, cleaned, and painted flag holders
- Dug, set, and poured footers in the cemetery
- Mowed and string trimmed cemetery, parks, CTCC, and Township Garage

Trustee Arters stated that he wanted Roads Superintendent to use judgement on mowing, acknowledging that usually there is a big push to get the cemetery mowed prior to the Memorial Day parade, but he does not want ruts made.

CTCC Report: Trustee Jurkowski stated that there were 30 people at the last movie night.

Cemetery Report: None Nothing to report.

Zoning Report: Zoning Inspector, Chuck Porter submitted the following report:
 PERMITS: Bryant Vandemark Rd, Pool, Bryant Vandemark Rd, Deck; Patrick, Vandemark Rd, Deck; Romano Vandemark Rd, Pool, Romano, Deck; Knoll Shaw Rd, Accessory bldg; Miller, Smith Rd, Pool; Hein Spencer Lake Rd, Ag bldg; CONTACTS; Chris Brooks Spencer Lake Rd, (Eaken's old house) met with Chris on May 13, 2017, asked him to clean up driveway, was told he would clean it up when he wanted too. Gave him until June 1 2017. PHONE CONTACT; Bryan Wise, Chatham Rd wants to open a private retreat area on Garver for families that have lost a child. Working with him advise what steps to take. FUR. As you can see a lot going on, lots of calls. Chuck Porter, Z.I.

Items of old business:

- Crossroads- Arters stated that the project is to take place in June. Dumperth reported that the performance bond was signed off on, and wanted to know who signed off on it. Arters will ask county engineer. There was also concerns about post work inspection; Arters will ask county engineer about who is qualified to be a third party inspector. Dumperth stated that a maintenance bond is what is needed, and Arters will relay that to Jeremy.
- Pick-up truck- Seal bid was opened; it was from Asia Motors Inc. for \$18,795.00. This did not meet the minimum bid. Trustees told Roads Superintendent to continue with the trade in of the current truck towards the purchase of the new one.
- Munz- Trustee Arters stated there had been no new correspondence.
- Fire station plan review and budget – Trustee Dumperth stated that he & Chief Disbrow met with the prosecutor to review ORC and they are drafting a letter using an example from Hinckley, and then a legal advertisement will be created. Also, while meeting with the prosecutor: their office would prefer everything be sent to them via email; he gave some direction on wording for executive session meetings; he stated their office preferred to meet with one trustee only due to Sunshine Law, but others could meet with them for clarification or further question on the same issues/concerns; The homeless person issue that was brought up by the zoning board was addressed, and a stake out was recommended for observation as a next step; He

recommended that the Zoning Board make a resolution regarding medical marijuana; Lastly the missing person/ leasing of property was brought up, and thought to be a zoning issue. Trustee Arters stated that the Zoning Board would meet in the fall and come up with a resolution for medical marijuana. Zoning Inspector stated that the Coon Club was prior to Zoning in the Township; therefore the current Zoning ordinances could not be enforced. Although, he stated they do exist now.

- Comprehensive Plan update – Arters reported that they plan to meet in the fall to work on solar issues coming up and now the medical marijuana.
- Roads employee/summer mowing- Still looking for summer mowing help. The person selected did not work out due to the time commitment.
- Township Clean Up Month- Clean up vouchers are available and can be used through July 29th.
- Life Insurance – Fiscal Officer Poling will draft a policy stating Life Insurance will be offered to new full time employees and elected officials upon hire/taking office to be reviewed at the organizational meeting yearly.
- Policy Updates- change was made to the Roads policy and it is ready to be signed.
- Audit Update- Fiscal Officer Poling stated that it is still going on, she was told 12-14 days.
- Richman Road Culvert- Trustee Arters drafted a letter to submit for OPWC funding including: Richman-Road culvert, Kohli Drive/Ripley Drive-road improvement, and the intersection of Rice Road and State Route 162- road improvement, drainage, and visibility.

Items of new business:

- ODOT road closure notification- Trustee Dumperth clarified that no one (Trustees, Fiscal Officer, and Roads Dept.) had received notification on the road closures. He stated that he was looking into the communication breakdown brought to his attention by a zoning board member.
- Resolution of Amended Certificate of estimated resources- A motion was made by Trustee Arters, duly seconded by Trustee Jurkowski **Resolution #02-05232017** to accept the Amended Certificate of Estimated Resources as dated May 19th, 2017.
Roll Call: Arters, yes; Dumperth, yes; Jurkowski, yes.

Announcements / Upcoming Meetings

Work Session: Thursday, May 25th, 7 pm

Memorial Day Ceremony: Monday, May 29th, 10 am

Bicentennial Meeting: Monday, June 5th, 7 pm

CTCC Meeting: Thursday, June 8th, 7 pm

Trustee Meeting: Tuesday, June 13th, 7 pm

CTCC Movie Night: “Moana” Saturday, June 17th, 9 pm

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

TRUSTEES:

Russ Arters

Rick Dumperth

Sue Jurkowski

FISCAL OFFICER _____

Sarah Poling

Date Signed _____

Date Approved _____