

CHATHAM TOWNSHIP

Chatham Trustee Meeting Minutes
Chatham Township Community Center
Regular Meeting of June 13, 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 June 13, 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 23, 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:

Teresa Snyder- Inquired about grants being sought for the CTCC building demo. Trustee Jurkowski stated that was not something that has been discussed to this point. She stated concerns about the cost of CTCC and the funding cuts that are currently taking place for local government. Trustee Jurkowski stated that the yearly cost for CTCC is between \$10,000 and \$15,000 per year and not currently a concern. Trustee Jurkowski also stated that per an agreement with the Fire Association that the former VFW would be managed by them for one year. Also, that the Fire Association is accepting members if anyone would like to join and assist them with the Memorial Hall (former VFW) operations, maintenance, etc. Teresa stated that she would like to see a retired community member hired if there is anyone needed to help maintain the Memorial Hall. Teresa inquired about what the township was doing to prevent Marijuana in Chatham. Trustee Arters stated that they had adopted a resolution to not allow it in the township. Trustee

Dumperth added that it was recommended to them to add into Zoning, which will be addressed in the fall when they meet again. Lastly, Teresa encouraged everyone to vote no for the Job & Family Services Levy stating that it is 'supporting the drug problem'. Al Wellman- Stated great concern about the Coon Club, activities that occur there, and the noise nuisance. He stated that he lives one mile from the Coon Club and hears the music plain as day all three nights until all hours of the morning. He stated that he has called the Sheriff, and it continues. Trustee Jurkowski stated that they can't do anything about it, because it is private property. Trustee Dumperth encouraged him to take his concern to the Coon Club.

Correspondence: A letter from Mr. M Frank Garrett, listing five complaints about the Township; Nomination form from The Center for Community Solutions for Outstanding Volunteers; A thank you from Comp management for consideration of their BWC group rating; Opiate Task Force Meeting notice; A thank you from the Litchfield Town Band for having them in the Memorial Day parade; Quarterly Newsletter from Akron Regional Air Quality management District; and a reminder of Mandatory Boiler inspection from Department of Commerce Division of Industrial Compliance.

Auditors Report: None

Fire Department/EMS: Chief Bill Disbrow submitted the following report:
Chatham Twp. Calls: 7 squad/rescue calls; 1 cancelled EMS; Mutual Aide calls: 1 MVA, 4 Squad/Rescue

Trustee Jurkowski stated that she received two phone calls with complaints of no response and delayed response to an EMS call Sunday, June 11th in the hour of 3am. Chief reported that the department did respond, and he would look into and report back. Chief reported that a Red Helmet needed ordered for Tim Mennell who was being promoted to Lieutenant and Training Officer.

A motion was put forth by Trustee Dumperth, duly seconded by Trustee Arters for the purchase of a Red Helmet with a cost of \$260.00. All in favor.

Chief also reported that Tyler Arters from the Department has received the second grant for the extrication tool from the Willard Stevenson Trust Fund for \$6,000. The first grant in the amount of \$3,000 was from LMRE. The tool will be in the squad vehicle.

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

- Checked roads several times
- Put up flag holders and flags
- Mow CTCC, Fire House, parks, Township Garage, and cemetery twice
- Mowed berms on various roads
- Mowed ditches on Coon Club
- Filled pot holes on various roads
- Cleaned up and work in cemetery

Roads Superintendent Arters stated that he had been contacted by the Village of Lodi, and they would like to hire Chatham Township to do some mowing with the boom mower. Roads Superintendent Arters stated with Force Account information he thought it would be about \$65.00 per hour. He also stated that if it was approved he would get to it when they were caught up on our Township.

A motion was set forth by Trustee Arters, duly seconded by Trustee Jurkowski to boom mow for the Village of Lodi at the rate of \$70.00 per hour. All in favor.

Trustees decided to leave the flags up until after the Fourth of July. Roads Superintendent Arters stated that he got quoted for putting in LED lighting: 3 on the building and 1 by the fuel tank at the Township Garage from Craig Clifford. He reported the quote was \$1,890.00; and stated he felt that was too high. Trustees agreed. The 2017 Ford F-250 4x4 is scheduled to be ready for pick up the week of the 19th.

CTCC Report: Scheduler Janet Newcomer submitted a report with current rental totals and upcoming events.

Cemetery Report: Sexton Jurkowski reported that she is working with a lady who reports that she owns a lot but does not have a deed. Trustee Dumperth suggested discussing it with the prosecutor. Trustee Arters stated to just issue her a new one. Jurkowski stated that she will issue one to her.

Zoning Report: None

Items of old business:

- Crossroads- Arters reports that he is now being told that the work will take place in August 2017; Trustees still want a third party to supervise, and want to know why and who signed off on the performance bond from the county engineer's office. Trustee Arters will follow up on both with the County Engineer's Office
- Pick-up truck- The 2017 Ford F-250 4x4 is scheduled to be ready for pick up the week of June 19th.
- Munz- Trustee Arters stated there had been no new correspondence.
- Fire station plan review and budget – Trustee Dumperth stated that he & Chief Disbrow are working on a letter.
- Comprehensive Plan update – on hold until Fall
- Roads employee/summer mowing- Trustee Arters stated that a baseball player under age 18 maybe interested in mowing; he will find out more about the interest level before further discussion is had. Also, clarification is needed about the mowing of baseball field and MH. Trustee Arters stated that he will follow up with the baseball coaches.
- Township Clean Up Month- Fiscal Officer Poling stated that there continues to be a lot of phone calls about the vouchers. She asked for clarification about the vouchers: Do they cost the township? Does the Township pay to print them? If anyone in the county can get one why are we disbursing them like this? Why can't they just show their identification at Medina County Solid Waste and get the discount if they are Medina

County Residents? Poling stated a lot of phone calls were to express frustration that the township was no longer doing dumpster days. Also, it was costing the township postage, and several hours of time to return calls. Trustee Dumperth stated that there was no charge to the Township for the discounted voucher, and the Township did not pay for the printing. He stated that he would relay the suggestion/feedback of just showing identification to the Medina County Solid Waste.

- Former VFW hall update, mowing, ins, utilities, etc.- Trustee Jurkowski stated that the Chatham Fire Association will take all responsibilities for one year of the Memorial Hall (MH). Trustee Dumperth stated that the Structure is insured by the Township as of June 2nd and the premium will be added to the January billing. Fiscal Officer Poling asked how and who were receiving bills and paying them. Trustee Dumperth suggested the Township pay them and submit for reimbursement to the Fire Association. Frank Keeling from the Fire Association stated that they are going to be re-keying the building to make it secure and have accurate knowledge of who has keys. Trustee Dumperth stated that the Tax Exemption forms needed completed at the Auditor's office, and encouraged Trustee Jurkowski to complete them for MH. Former Fiscal Officer Arters stated that sometimes the process can take several years, but if it does that the Township would be able to recuperate 3 years of paid taxes.

A motion was made by Trustee Arters, duly seconded by Trustee Jurkowski to discontinue pursuing a 501c3 and the services of Pam Risko for the process due to the Fire Association having a 501C3 and managing the MH. All in favor.

- Life Insurance – Fiscal Officer Poling stated that the current policies are \$15,000. After continued discussion on who and how it is offered Trustee Jurkowski 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.

- Audit Update- Fiscal Officer Poling stated that it is still going on, she was told it should be completed and a post audit meeting should take place by the end of July.

- Richman Road Culvert- Trustee Arters will follow up on OPWC funding

- Health Ins – Anthem/HSAs- Fiscal Officer Poling stated that Farmers Saving Bank does not offer Health Savings Accounts, and needs to continue looking for a bank to open accounts for employees to accompany their health insurance.

Items of new business:

- Coon Club- Fire Chief Disbrow reports having a conversation with the Coon Club and there is no problem per the Coon Club. He reports that he has contacted Lodi Fire and Rescue, Lafayette Fire and Rescue, and the Sheriff's office about the upcoming event in an attempt to be prepared for an increase in calls.
- Rice Road and 162- Trustee Dumperth reported that the prosecutor stated that the next step was a certified letter, and a resolution to move forward.

A motion was set forth by Trustee Dumperth, to send a letter stating that the rocks and stakes interfere with maintenance and public right of way and need to be removed by July 13th **Resolution 01-06132017**, duly seconded by Trustee Arters. Roll Call: Trustee Arters, yes; Trustee Dumperth, yes; Trustee Jurkowski, yes

Trustee Dumperth also encouraged anyone with concerns about the trees to have them contact ODOT district 3 to have them assess the visibility.

- Fire Fund CD Investment- Trustee Dumperth reported that he thought it was time to create another Fire CD.
- Medina County Bicentennial Plate fee – Trustee Dumperth reported that there was a petition to have a Medina County Bicentennial Plate created.
- Household Sewage grant – Trustee Dumperth reported that there was funding for a grants through the Medina County Health Department for updating/repairing septic systems and sewer issues.
- Budget – Fiscal Officer Poling stated a need to complete the 2018 budget, and asked for a meeting to be held to work on this with Trustees. A meeting was scheduled for June 29th 7pm at CTCC.

Announcements / Upcoming Meetings

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

Bicentennial Engine Show and Pie Contest: Saturday, June 24th 10am-4pm

Trustees Meeting: June 27th, 2017

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_____