

**CHATHAM TOWNSHIP**  
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**Chatham Trustee Meeting Minutes**  
Chatham Township Community Center  
**Regular Meeting of July 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 July 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 Arters, duly seconded by Trustee Jurkowski to approve meeting minutes of June 27, 2017. All in favor

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Arters to approve meeting minutes of June 29, 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 Jurkowski to approve Purchase Orders and Pay Bills, as presented. All in favor

Public invitation to speak:

Teresa Snyder: Teresa expressed great concern in regards to the opioid epidemic. She reported hearing in May of 1999 that Chatham Township had the highest rate of drug trafficking per two sheriff deputies. She stated that it was mandatory for school staff to report Child Abuse and feels that it should be the same for drug use. She stated that she wants everyone to take responsibility of this matter and do something. Teresa stated that she plans to go the Cloverleaf School Board in regards to this matter, and wants to see every child in the school drug tested so that none fall through the cracks. She stated that drug use affects everyone: causing economic issues, health care issues.

Judy Arthur- Thanked Roads Superintendent for taking down tattered flags and replacing them with new ones.

AnnMarie Brasty- Identified that Drug and Alcohol Abuse as well as Child Abuse reporting was mandatory of school staff.

**Correspondence:** A notice from Anthem Blue Cross Blue Shield that they are now accepting billing for treatment and no transport; Notice from the Medina County Engineer about Road closures; Brunswick Offering a Work Zone Traffic and Control Safety Training.

**Auditors Report:** None

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

Chief gave an update on 91-2 Charges from General Maintenance stating that Maintenance costs were higher than expected.

A motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to increase the original amount for maintenance of 91-2 of \$500 by \$1229.79. All in favor.

Chief then reported that the 91-2 was taken to Advantech for further work on drive springs and electrical trouble shooting with an estimated amount of \$9159.94.

A motion was set forth by Trustee Arters, duly seconded by Trustee Jurkowski for Drive Spring work and electrical work on 91-2 up to \$9500. All in favor.

Chief reported that there had been a lost pager, and a stolen radio. He asked if that could be claimed on the insurance policy. Trustee Dumperth stated that he would send it in to the insurance and see. Chief stated that equipment was getting dated and asked if new ones were to be purchased if Trustees would consider purchasing two new of each to begin the replacement process. Lastly, Chief noted that Cost Recovery deposits have been being made into the EMS account when Cost Recovery is for Fire billing. Fiscal Officer Poling thanked him for that information, stating that she was unaware.

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

- Mowed various roadsides
- Checked road signs
- Filled pot holes on Richman road
- Hot patched pot hole on Richman and Old Mill Roads
- Installed drive culvert on Ballou Road
- Cleared tree limbs and checked roads after storm

Roads Superintendent Arters stated that the temporary drive culvert on Richman Road seems to be more permanent, and causing a water flow issue with all of this rain. He also

stated that trimming bushes is taking valuable time, and would like to see the 4-H group that planted them trim them.

**CTCC Report:** CTCC Scheduler Newcomer submitted attached report. Newcomer noted that the pavilion continues to be rented regularly, although there was a cancellation July 1<sup>st</sup>.

**Cemetery Report:** Sexton Jurkowski reported that there was an inquiry about someone pouring their own footers. Jurkowski, Dumperth, and Roads Superintendent Arters stated that they did not feel this was something that should continue to be allowed, due to future problems and maintenance. Jurkowski stated that she expressed this in the past as a potential issue. Jurkowski will work on wording to change the cemetery rule/policy on footers, to be presented at the next meeting.

**Zoning Report:** None

**Items of old business:**

- Crossroads- Trustee Arters reports that there is nothing new.
- Munz ROW- Trustee Arters stated that there was nothing new.
- Fire station plan review and budget – Trustee Dumperth stated that Brian Richter from the prosecutor’s office sent needed information, and he is typing the letter.
- Comprehensive Plan update – on hold until fall – Trustee Dumperth asked about maps and Census Data. Trustee Arters stated it will all be looked at in the fall.
- Township Clean Up Month- Vouchers are still available until July 29th
- Former VFW hall update, mowing, ins, utilities, etc. - Trustees noted that there was limbs down at MH that needed taken care of. Frank Keeling from the Fire Association stated that he would talk to Chief and Tim Mennell about limb and tree removal. Trustee Jurkowski created a lease agreement between Fire Association and Township for the Lease of the Memorial Hall. Keeling reported that he has not had time to review it. It was identified by Trustee Jurkowski that it will need notarized. Trustee Dumperth is going to work on breaking down costs of the waste water plant for that to be billed to Memorial Hall. Beginning discussion on how the Township is going to bill the Fire Association: monthly or quarterly. Trustee Dumperth stated he was revising the CTCC rental agreement for them to use at MH. Trustees noted that when locks on the building are changed to be sure that Trustees get copies of the keys. Trustees noted that an inventory of the building contents needs to be done. MH contact phone number for rentals will be Frank Keeling’s cell phone. Trustee Arters reported that Mike with the baseball group will be mowing at MH. The U-69 form from BWC need to be completed due to him being a volunteer.
- Audit Update- Fiscal Officer Poling stated that it is still going on.
- HSA – Fiscal Officer Poling recommended Fifth Third Bank for HSA accounts to open at for Employees. A motion was set forth by Trustee Arters, duly seconded by Trustee Dumperth **Resolution # 01-07112017** to open HSA accounts for employees

covered by the insurance policy with an initial deposit of \$500 to reviewed quarterly. Roll Call: Arters, yes; Dumperth, yes; Jurkowski, yes.

- Richman Road Culvert- Trustee Arters reported that the Medina County Engineer is completing the application for the OPWC funding.
- Fire Fund CD investment – A motion was set forth by Trustee Jurkowski, duly seconded by Trustee Dumperth **Resolution #02-07112017** to create a Fire CD at Farmer’s Savings Bank in the amount of \$100, 000 for 48 months at a rate of 1.5%. Roll Call: Arters, yes; Dumperth, yes; Jurkowski, yes.
- Budget- Fiscal Officer Poling reported that she was not ready for it to be approved tonight, and was going to get assistance from other township fiscal officers. A meeting date was set for July 17, 2017 to approve the budget for 2018.
- Water Meeting with Rep. Kick , Medina County Sanitary Engineers, and residents Molly Matejka, Allen Dillon – Trustee Dumperth reported that the meeting went well, and that Representative Kick entertained the possibility of grants due to Health and Welfare concerns as a result of oil and gas drilling in the area. They would like to extend 162 to Richman and south on Richman Road.
- Life Insurance – Fiscal Officer Poling reported documentation that was found regard the Life Insurance Policy of the late Trustee Charles Siman. She reported three times that it was noted on invoices and or by email that the life insurance company was notified of his death. Poling also reported talking to our insurance broker on how this should have been handled, and was told that is what was needed; but in the future that they could also be notified to follow up and be sure that the correct steps are taken by the Life Insurance company.

#### **Items of new business:**

- Armstrong Cable for Sarah- Trustee Dumperth reported that the contract with Frontier is up August 6<sup>th</sup>, and the change can be made at that time. Fiscal Officer Poling will complete paperwork and schedule installation with Heather from Armstrong.
- Records Retention – Fiscal Officer Poling and Trustee Dumperth suggested seeking volunteers from the community to work on records and submit request for disposal of records from the Ohio Historical Society. This was met with adversity by Trustee Arters due to the amount of records. Trustee Dumperth will check with the prosecutor about the legalities of creating this committee, and processes with the Ohio Historical Society.
- CTCC annual operating expenses, roof, dead ash tree removal – Trustee Dumperth identified that the CTCC roof needed attention. He stated that there was a patch put on in 2010. Trustee Arters stated that he would get quotes from Wooster Roofing and others for repair/replacement of the roof. Trustee Dumperth identified that there were ash trees that needed taken out at CTCC, and suggested that the township cut them down and then offer the wood to those in the community who would cut it up and clean it up.

- Road Grader loan pay off - Trustee Dumperth stated again that he would like to pay off the Road Grader this year verses paying interest when the money is sitting in the account. Fiscal Officer will get pay off amount to present at the next meeting.
- Township Newsletter - Trustee Dumperth stated that he feels that a fall Township Newsletter should be done. He recommended that they could advertise for a candidate's night, the trees being cut at CTCC and wood being available, also the cost of both CTCC and MH could be posted for the public. He asked that the all of the trustees participate in preparing in.
- Bicentennial Committee – Trustee Dumperth congratulated the Bicentennial committee on their first place float in the Chippewa Lake Fourth of July Parade, and also reported that they would have another float in the Lodi Sweet Corn Festival Parade advertising for the 2018 Bicentennial of Chatham Township.

**Announcements / Upcoming Meetings**

CTCC Movie Night: Saturday, July 15th, 2017, 9 pm, "Lego Batman"

Historical Society Meeting Monday, July 24, 2017, 7pm

Trustee Budget Meeting: Thursday, July 25, 2017, 7 pm

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

TRUSTEES:

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Russ Arters

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Rick Dumperth

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Sue Jurkowski

FISCAL OFFICER \_\_\_\_\_

Sarah Poling

Date Signed \_\_\_\_\_

Date Approved \_\_\_\_\_