

CHATHAM TOWNSHIP

Chatham Trustee Meeting Minutes
Chatham Township Community Center
Regular Meeting of August 22, 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 August 22, 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 August 8, 2017. All in favor

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Jurkowski to approve CTCC meeting minutes of August 10, 2017. Motion Passed, Trustee Arters abstained.

A Motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to approve Financial Reports. 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:

Annmarie Brasty – Inquired to see if there was any information on the road construction to take place in front of her home and others on State Route 162. Trustees reported that the state has not communicated anything with them. Trustee Dumperth will call ODOT District 3 to get an update. She stated that a certified letter was sent to her residence from the state to remove large rocks in her front yard. Lastly, she thanked Chatham Township and the Trustees for doing the Pledge of Allegiance before ever meeting.

Bub Rose - Stated concerns about sidewalks being broken up during construction. He stated that it was a safety concern especially with children returning to school and riding bikes. Trustee Jurkowski reported that she had a conversation with them about safety. Mr. Rose stated that this was a concern on both sides of the State Route 83. He reported that the sidewalks on the west side were tore up due to gas lines, and the east side was a private company. He wants to be sure that sidewalks are returned and paid for by the construction companies. Trustee Dumperth reported that he would inquire about this when he called ODOT District 3.

Correspondence: Medina County Engineer: Annual Meeting September 21st 4:30pm at the Medina County Highway Facility; National Business Institute, conference on land use law; 2017 Medina County Business Awards October 26 4pm at the Blair Center; Compmanagement request to review BWC rating program; ARAQMD, quarterly newsletter; Invitation to Connie Gibson's retirement reception August 28 at 1pm at the Tax Map Department.

Auditors Report: None

Fire Department/EMS: Chief Bill Disbrow submitted the following report: Chatham Twp. Calls: 5 squad/rescue calls; Mutual Aide Calls: 3 squad/rescue calls. Chief reported that the Medina County Health Department was communicating much better with them for events at the Coon Club. Also, he was informed that the Coon Club hired an outside EMS firm for events on the property. There was continued discussion about purchasing new radios and pagers due to the ban with changes. He gave prices to plan for purchasing in the future: \$4,500.00 for Radios; Radios for EMS only \$1,600.00; and pagers with pricing only good through December 2017 of \$650.00. Trustee Jurkowski inquired about the department members that lost or whose radios were stolen; to see if their home owners/car insurance providers would pay for them. Chief reported, no. Chief reported that Lt. Eckhart was using \$841.98 of the EMS grant towards a new vacuum mattress, due to theirs failing. Chief requested that Alex Thomas EMS class fee, uniform, and exam cost be covered.

A motion was made by trustee Dumperth, duly seconded by Trustee Arters for Alex Thomas to attend EMS Classes at the Lorain County JVS in the amount of \$1,172.00 and to obtain class supplies in the amount of \$165. All in favor.

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

- Checked Roads
- Graded Richman Road
- Cleaned out catch basin in store parking lot
- Ditched on Ballou Road and Rice Road
- Mowed road sides

- Mowed Cemetery, Parks, Township Garage, and CTCC

Zoning Report: Zoning Inspector Chuck Ported reported the following: He sent a certified letter to a home on Spencer Lake Road, and they have not signed for it; therefore he is requesting a Trustee to accompany him for delivery of it. There is a lot split taking place on Spencer Lake Road that he approved; but the county won't sign due to buildings, which are less than 200 square feet, and not zoned by Chatham Township, being too close to the property line. He is waiting to see where that goes. He has request for a variance which will be taken to the Zoning Board of Appeals with a \$300 fee. There will be a Zoning meeting September 5 with the prosecutor to discuss Ag buildings and zoning.

CTCC Report: Trustee Jurkowski reported that there were 35 people at Movie Night and Thanked Bonnie for helping with that. Denise was thanked for blowing out the pavilion behind CTCC prior to an event there.

Cemetery Report: Sexton Jurkowski stated that she was sent a diagram by a family of their plots. Also, that there was an Assure Vault update, and there seems to be a lot of information missing that were important notes. She is working with the company to try to retrieve them. Trustee Dumperth encouraged her to look at other programs due to this and other complaints with Assure Vault.

Items of old business:

- Crossroads- Trustee Arters reports that there is a date of August 25th for work to be done. He reports that gravel will come from Willowvale and the amount should be around \$10,000. The third party inspector that he found was Solar Testing Lab Inc. in the amount of \$577.60. Trustee Dumperth raised concerns about the patch work and the #8 and #9 gravel being put down. Trustee Jurkowski was concerned about how they were going to verify. Trustee Dumperth requested that all email communications between the Township and Crossroads be forwarded to the third party.

A motion was set forth by Trustee Arters, duly seconded by Trustee Jurkowski to hire Solar Testing Laboratories, Inc. to be the third party inspector for the Crossroads work to be completed in the amount of \$577.60. All in favor

- Munz ROW- Trustee Arters stated that there was nothing new.
- Fire station plan review and budget – Trustee Dumperth stated that the letter was complete and there was two different legal advertisement options a longer one and a shorter one. Trustee Arters suggested using the shorter one. The advertisement will be in the Akron Beacon Journal, and emailed to the list given to us by Hinckley. There will be cut off date of September 29th at 5pm for submissions.
- Comprehensive Plan update – on hold until fall
- Former VFW hall update, tax exemption, lease, maintenance – Trustee Jurkowski reported that she felt the lease between the Township and the Fire Association need to be modified to include that the Sugar Bush seed money, money saved every year to purchase supplies for the next year, shall be returned to the Township if they no longer wish to continue the Sugar Bush. Trustee Dumperth stated that he did not feel that should be

part of the facility lease agreement. It was suggested that maybe the lease amount section be modified to stated that the lease is \$30,001.00, assuming that is the amount of seed money saved for the following years event, and \$30,000 is waived as long as Sugar Bush continues. Fire Chief Disbrow stated that he felt that was a legitimate concern, and would talk to the Fire Association about writing up a separate agreement along those lines. Trustee Arters is to schedule with the Trustees and a notary to have the lease signed and notarized. Trustee Dumperth did not see the need for all Trustees to be present; Trustee Jurkowski stated that it was a legally binding agreement and all involved should sign.

- Audit Update- Fiscal Officer Poling stated that there was no new information.
- HSA – Fiscal Officer Poling reported that she made a deposit today for Roads Superintendent Arters, but was unable to make one for Roads Assistant due to more paperwork he needed to complete. Also, that there would be a meeting scheduled with the roads department to go over the 5/3 Bank HSA with a 5/3 representative soon.
- Richman Road Culvert OPWC – Trustee Arters stated that we need to write a letter stating that we would have our portion on money available in the Fall if our application was chosen. Trustees suggest looking for Garver Road letter from several years ago as a template. Roads Superintendent Arters stated that Chatham Township has 18 miles of roads to maintain, 14 miles of which are chip and sealed. It is recommended that Chip and Seal is good for 5-7 years; therefore, to keep up 2 miles per year needs done in the amount of \$25,000.00 a mile.
- Cemetery Update: Fiscal Officer Poling reported that she clarified with the Prosecutor and the Fiscal Officer is to have access to the updated maps at all times, not maintain them.
- Zoning Issues; Zoning Appeals Secretary – Trustee Arters will get ORC wording and examples from 3 other communities of their Zoning Board of Appeals Rules.
- Newsletter – Trustee Dumperth asked other Trustees for help with the upcoming newsletter, giving several topics that need covered in the next newsletter. Trustee Dumperth asked that Trustee Arters get the Comprehensive Plan meeting date and write a roads update for the community. Trustee Dumperth asked that Trustee Jurkowski write about the operating costs of both CTCC and MH for residents. Trustee Jurkowski stated that she did help with the last newsletter as well. Roads Superintendent asked that the summer mowing job continue to be advertised for next year due to not finding help for this year.

Items of new business:

- Phone and internet for Roads and Fire Dept.; We currently pay Frontier Fire - \$145 Roads -\$100; With a new 1 Year Agreement with Frontier, Fire - \$120 Roads - \$80; Spectrum Roads \$80, Fire \$105 plus \$200 installation fee – A motion was made by Trustee Arters, duly seconded by Trustee Dumperth to change phone and internet providers for both the Township Garage and Fire Department from Frontier to Spectrum. All in favor

- Pavilion Upkeep – Trustee Dumperth stated that the pavilion needs to be cleaned out periodically and prior to reservations. He reported that the Friends of CTCC were willing to by a back pack blower to be used to clean it out. It was decided that Caroline Shaw would call a trustee if needed done, and that the roads department would use the purchased blower after mowing.
- Former VFW Hall start up \$

Announcements / Upcoming Meetings

CTCC Meeting: Thursday, September 7th, 2017, 7 pm

Trustee Meeting: Tuesday, September 12th, 2017, 7 pm

CTCC Movie Night: Saturday, September 16th, 2017, 9 pm, “Smurfs: The Lost Village”

Medina County Engineer Annual Meeting: Thursday, September 21st, 2017, 4:30 pm

Bicentennial Truck Show: Saturday, September 23rd, Noon to 9 pm

Trustee Meeting: Tuesday, September 26th, 2017, 7 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 _____