

CHATHAM TOWNSHIP

Chatham Trustee Meeting Minutes
Chatham Township Community Center
Regular Meeting of September 12, 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 September 12, 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 22, 2017. All in favor

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Jurkowski to approve CTCC meeting minutes of September 7, 2017. Motion Passed, Trustee Arters abstained.

A Motion was put forth by Trustee Arters, duly seconded by Trustee Jurkowski to approve Financial Reports. 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: Trustee Jurkowski reported that there was a positive comment on the Chatham Facebook about how nice the cemetery looked and stated that it was directed towards Ted Arters.

Correspondence: Western Reserve Land Conservancy, Landline Summer Fall 2017 Newsletter; Medina County Soil and Water Conservation District, Conservation Notes August 2017; Medina County Sanitary Engineer Department a letter regarding the season meter program and new procedures and fee schedule; Notification from Medina Gazette of Made in Medina County Event October 20th and Business Awards on October 26th;

Impact Ohio Regional Conference October 26th; Ohio Township Association Risk Management Authority Quarterly Newsletter Fall 2017. Trustee Dumperth also reported that he received correspondence regarding the intersection of State Route 83 and Smith Road, that stated after a study that there would not be rumble trips placed at the intersection due to a lack of collisions in the recent year.

Auditors Report: Denise from the Medina County Auditor's Office reported there had been credit card skimmers found on gas pumps in Medina County. Therefore Brian from Weights and Measures has placed blue seals on gas pumps to signify that they have not been tampered with, and is encouraging 'No seal, No deal' to help protect consumers.

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 Fire, 1 Squad/Rescue. Chief stated that the department is looking at window punches; and that the new internet/phone service is to be installed Friday.

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

- Checked Roads several times
- Paved on Richman Road north of 162
- Filled the berm on Richman Road north of Spencer Lake
- Checked all road signs
- Mowed cemetery, parks, Twp. garage, and CTCC
- Put flags up
- Mowed road sides
- Sprayed around road signs and guard rails
- Joe Aungst attended BWC class

Zoning Report: None

CTCC Report: CTCC Coordinator Janet Newcomer reported that there have been some new renters; the Apple Butter Festival and Candidates are coming up at CTCC. Also, that rental income was already ahead of last year's numbers. Friends of CTCC thanked Westfield Church for their donation to the CTCC store to raise funds for the building. Trustee Dumperth reported that he had been contacted again by the Medina County Library bookmobile about coming to the Trunk or Treat Event at CTCC.

Memorial Hall: It was stated that around the hall and baseball fields need weed sprayed. Trustee Dumperth asked that the roads department do it; Chief suggested checking with the Fire Association first thinking there may be a plan to complete that task soon. It was noted that the Fire Association had trimmed trees and bushes, removed bleachers and created a brush pile. B&R septic now has keys and access to CTCC, where some

maintenance supplies are located. Road Superintendent Arters was thanked for the maintenance around the water treatment plant, and having the out fall sign completed. The plant will be pumped this year and that will be done by Robert Klooz Septic.

Cemetery Report: Sexton Jurkowski reported that there was burial scheduled for tomorrow.

Items of old business:

- Crossroads- Trustee Arters reported that the job was completed 9/11/17, and that he watched for a half a day and Roads Superintendent Arters also monitored. Trustee Arters reported that he checked the road today, and it looked good maybe a little light on stone in a few places; also reporting that there was stone left over from the job for Township use that was overbought.
- Munz ROW- Trustee Arters stated that there was nothing new, and he would call to follow up.
- Fire station plan review and budget: RFQ – Fiscal Officer Poling reported that she had received 9 requests for RFQs; Chief reported that he some firms he would like solicited, and will get their emails. Trustee Jurkowski asked where the sight for the new fire station is to be and Trustee Dumperth stated at the CTCC property.
- Comprehensive Plan update – September 28th at 7pm
- Former VFW hall update, tax exemption, lease, maintenance, SugarBush starting \$ Trustee Jurkowski asked Trustee Dumperth why it was a conflict of interest for him to sign the Lease agreement between Chatham Township and the Fire Association. Trustee Dumperth stated it was a conflict for him if he was the only one to sign it due to him being a Trustee to Chatham and a Fire Association Member. Trustee Jurkowski inquired about the mowing at MH with concerns that the Fire Association was not accruing all cost of the building and maintenance as agreed upon. Trustee Arters will again check with Mike Letner with Baseball about mowing. Fiscal Officer Poling reported that she was compiling MH bills for June-August 2017 to invoice the Fire Association. Trustee Arters stated he felt the MH should be a combined community effort to keep the legacy that the VFW began. Trustee Dumperth suggested eliminating the concession/pavilion electric meter to reduce cost at MH; he will talk to an electrician and see what can be done.
- Audit Update- Fiscal Officer Poling stated that there was no new information.
- HSA – Trustee Jurkowski reiterated that prior to opening HSA accounts with 5/3 Bank the Township had been wrong in how they were reimbursing. Also, she wanted the resolutions and policies updated to reflect the opening of HSA accounts.
- Richman Road Culvert OPWC – A motion was made by Trustee Arters, duly seconded by Trustee Jurkowski **Resolution 01-0912207** to inform OPWC that Chatham Township had \$25,000.00 of funds available for the portion of the Richman Road Project request. Roll Call: Arters, yes; Dumperth, yes; Jurkowski, yes
- Cemetery Update: Sexton/Trustee Jurkowski is working to complete cemetery policy update.

- Zoning Issues; Zoning Appeals Secretary – The current zoning secretary is resigning as of January 1, 2018. Trustees are now accepting letters of interest for the position. The position will be in The Post article, on Chatham Township Facebook, and the Township signs. The person must be a Chatham resident and the description used will be the ORC. There is also a current appeal filed, that will be scheduled soon. Trustee Arters needs to follow up with Zoning Inspector Porter on a visit to the Spencer Lake Residence that refused the certified letter.
- Newsletter – Trustee Dumperth reported that they were mailed on Saturday, and he would email the rest this week. Trustee Jurkowski addressed Trustee Dumperth in regards to the newsletter and the article she wrote about CTCC and MH inquiring why the figures that she had were edited out. Trustee Jurkowski specifically asked why the \$30,000 figure from this year's Sugarbush was removed as well as the \$12,000 for CTCC and current parks for Chatham Township were removed. Trustee Jurkowski confirmed that the Fire Association was a 501C3 and all records were public. Denise Gumbita from the audience stated that they were not under the governing of Chatham Township and that was not appropriate for the newsletter. Trustee Dumperth stated that may have been the income for this year, but it may go down in the future and that is a figure that will stick with people. Trustee Dumperth reported that he was not sure of the figures from CTCC and parks, and did not want to give mis information. Trustee Jurkowski reported that was a true figure from Ohio Checkbooks unlike the previously reported \$30,000 for CTCC and parks. Trustee Dumperth stated that the figures were fluid. Trustee Dumperth also noted that Trustee Arters did not feel that they should be included either per the emails about the newsletter. Trustee Jurkowski again stated that Trustee Dumperth was wrong about the HSA/reimbursements. Trustee Dumperth responded now he knew it was not correct but at the time he and the other Trustees, prior to Jurkowski being appointed, were led to belief that it was okay per their insurance agent. Trustee Arters urged everyone to move forward.

Items of new business:

- Railroad Crossing Garver Road – Fiscal Officer Poling read the proposal from Public Utilities Commission, Rail Division for the Garver Road (DOT#002-056B), Wheeling & Lake Erie Railroad lights and gates. A motion was made by Trustee Arters, duly seconded by Trustee Jurkowski **Resolution #02-09122017** to accept the Garver Road (DOT#002-056B), Wheeling & Lake Erie Railroad proposal for lights and gates as presented by the Ohio Public Utilities Commission dated August 30th, 2017. Roll Call: Arters, yes; Dumperth, yes; Jurkowski, yes.
- Historical Society Bldg. acquisitions – Trustee Jurkowski expressed concerns that the Historical Society had about receiving items donated by the VFW upon closing. Trustee Dumperth explained that the items were to remain in the MH until the point they were no longer able to be housed in that building per the agreement between the VFW and Historical Society. Trustee Dumperth reported that the Historical Society had been given two buildings historic to Chatham Township: the Gas Station by Linda & Keith Bohley and the Old Schoolhouse on

Chippewa Road. He stated that the historical society would like permission to add the building to the Township Property between the other two historic buildings. Trustees agreed.

- Spencer Lake zoning issue – Trustee Arters stated that he needs to contact Zoning Inspector Porter
- Policy Update – Trustee Dumperth bought up Health Insurance Policy that was updated and presented to them by Fiscal Officer Poling in March which had not been addressed. Fiscal Officer Poling will check ORC to be sure changes have not been made and bring it before the Trustees again.

Announcements / Upcoming Meetings

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, 2 pm to 8 pm

Trustee Meeting: Tuesday, September 26th, 2017, 7 pm (Sue Jurkowski will be out of town)

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 _____