

CHATHAM TOWNSHIP

Chatham Trustee Meeting Minutes
Chatham Township Community Center
Regular Meeting of November 14, 2017

Meeting was called to order by Trustee 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 November 14, 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

Trustee Jurkowski ~~Arters~~ reminded all guests to sign in

A Motion was put forth by Trustee Arters, duly seconded by Trustee Dumperth to approve meeting minutes of October 24, 2017. All in favor

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Jurkowski to approve CTCC meeting minutes of November 2, 2017. Motion passed 2; Arters abstained

A Motion was put forth by Trustee Dumperth, duly seconded by Trustee Arters 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: Teresa Snyder – Suggested that the site for the new fire station be on the West side of State Route 83 on current Township property. She stated that this gave emergency vehicles the least amount of obstacles to access the road; it would require less driveway maintenance than other suggestions of behind the MH; and an emergency light could be installed on the state route.

Frank Keeling – Frank expressed frustration about the MH lease between the Firemen's Association and the Township. He doesn't understand and is frustrated that there is an agreement one minute and the next something changes. He stated that he is a volunteer in the community for the betterment of the community and would appreciate if people would stop working against him/the Fire Association; and quit changing the rules.

Correspondence: Mia from Senior Guidance offering resources for senior living; Charles E. Harris and Associates, Inc. offering Hinkle note writing for the Financial Year –End; Lorain County Engineer OPWC Committee meeting Nov. 17 1pm; National Pen Company advertisement; United States Department of Commerce asking for participation in 2017 Census of Government, Survey of Local Government Finance; Medina County Development Corporation: Work Stability Training, Coats for Kids Express Nov 13-17; Family First Night Nov. 14; Request for feedback on the Federal Reserve Bank of Cleveland.

Auditors Report: Denise reported that Dog Licenses renewal letter would be mailed Nov 30th; and MaryBeth would be coming to the Dec 12th meeting to talk about levy renewals.

Fire Department/EMS: Chief Bill Disbrow submitted the following report: Chatham Twp. Calls: 2 squad/rescue calls and 2 CO investigations; Mutual Aide Calls: 3 Squad/Rescue and 2 Fire.
Chief reported that they had the cot and stair chair serviced today, and the total was \$627.15. Fiscal Officer Poling reported that there was one EMS waiver from Life Force. Trustee Jurkowski asked about billing: a township resident was transported by a mutual aid department and is being billed above what the insurance will pay. Chief Disbrow stated that this has happened in the past, and it should be waived. He suggested calling Life force.

Roads Report: Road Superintendent reported the following:

1. Checked roads several times
2. Maintenance on 2554 dump truck
3. Cleaned up trees on roads
4. Cut berm down on Old Mill rd.
5. Checked all road signs
6. Graded gravel roads
7. Worked on roller
8. Ditched on Richman and Old Mill
9. Spread stone on Richman
10. Set up and tore down voting stuff
11. Replaced drive culvert on Old Mill rd.
12. Put up flags

Roads Superintendent Arters reported talking with the County Engineer's Office, and it sounding favorable for the OPWC grant to go through. Also, he is working with the County Engineer's office on chip and seal bids for Richman Road. He suggests buying the stone needed and stock piling for the job to save on cost. Trustees agreed.

Zoning Report: Zoning Inspector Porter reported that he had given addresses of buildings in question for agricultural use to the Prosecutor's office for them to proceed.

Also, he suggested having a meeting with the Zoning Board of Commissioners about how they plan to proceed with the junk car issue: using the ORC code and Trustees verses the zoning code. Trustee Arters stated he would schedule the meeting.

CTCC Report: CTCC Coordinator Janet Newcomer was present and gave the following report: There has been continued interest in rentals with three this month. She gave a Year to Date total of income for CTCC as \$2,945. She also gave a list of upcoming events including Movie Night Nov. 18th and Dec. 2nd Santa Shop, and tree lighting.

Memorial Hall: Trustee Jurkowski stated that the Bicentennial Committee hosted their spaghetti dinner there, and it was a success. Trustee Jurkowski reported that the lease was with the prosecutor's office, Mike Lyons, as well as the tax exempt forms and information about the Sugar Bush Seed money. Frank Keeling from the Fire Association stated that he was against the startup/seed money being included and felt that that was insulting. He continued to say that the startup money has nothing to do with the Township, and the future cannot be predicted. Trustee Jurkowski stated that the seed money was an asset to the Township and needed to be passed on in the event that something happened and the Fire Association no longer did the Sugar Bush. Keeling stated that the VFW members gave the money to the Fire Association not the Township and was an asset of the Fire Association. He continued to say that everything that has been done has been with a hand shake, honor and trust; and the Fire Association has done everything that they said that they would do: manage the MH, maintain the property, and pay the bills. Trustee Dumperth stated that taking the lease to the prosecutor was Trustee Jurkowski's individual decision, not a decision of the board. Dumperth continued by saying that this situation is like this due to the indecisiveness of the board on how to run the MH; this board could not make a decision.

Cemetery Report: Cemetery Sexton Jurkowski was present and reported: There have been continued issues with Assure Vault since the update done in April. Trustee Arters suggested that new programs be looked at during the OTA trade show in January 2018.

Items of old business:

- Coon Club Road/ Crossroads Bond – Trustee Arters stated that he tried to contact Jeremy and had not received a response. Trustee Dumperth stated we need that bond.
- New Fire station RFQ and proposed sites – Meeting to review will take place with current Trustees, incoming Trustees, and Fire Dept. members Dec. 5 7pm at CTCC.
- Munz ROW- Fiscal Officer Poling reported that the survey was complete. Trustee Arters stated that he will follow up with the Prosecutor's Office.
- Zoning Board of Appeals- Letters of interest are being accepted for a member and a secretary to both Zoning Appeals and Board of Commissioners. Trustee Dumperth stated that there would also be a vacancy on the zoning board of commissioners.
- Ash Tree Removal – Trustee Arters will talk to the Prosecutor's office about the process to put ash trees out for bid.

Items of new business:

- Increase in the Depository Lending Agreement with Farmer's Saving Bank – Fiscal Officer Poling reported that the Township had exceeded the Depository Lending Agreement amount, and she had made a request to increase the amount from \$1,000,000 to \$1,500,000. A motion was made by Trustee Dumperth, duly seconded by Trustee Arters to increase the Depository Lending Agreement with Farmer's Savings Bank to \$1,500,000 **Resolution: 01-11142017** Roll Call: Arters, yes; Dumperth, yes; Jurkowski, yes.
- Historical Society Buildings – Trustee Dumperth asked that Chief review the stakes of where they would like to place the buildings for fire safety purposes. Zoning Inspector reminded them of a few zoning codes: 20 feet between buildings and 25 feet off of the property line. Trustee Arters stated that all buildings need to be ADA compliant.
- Trustee Transition – Trustee Jurkowski stated the Trustee Dumperth needs to get the Township email list to someone else. Trustee Arters stated that new members need to get the Township Magazine and newsletters.
- Cemetery Policy update – Trustee Jurkowski stated she got it re emailed last night and has not had a chance to review.
- Appropriation Supplemental – Fiscal Officer Poling asked for a motion on an Appropriation Supplemental for the Fire Federal Social Security, stating that she had not appropriated enough money on that line for the year. A motion was set forth by Trustee Arters, duly seconded by Trustee Jurkowski to Approve the Appropriate Supplemental presented. **Resolution 02-11142017** Roll Call: Arters, yes; Dumperth, yes; Jurkowski, yes.
- Out of Town – Fiscal Officer Poling and Trustee Dumperth reported that they would not be present at the next meeting, Nov. 28th.

Announcements / Upcoming Meetings

CTCC Movie: Saturday, Nov 18th, 7 pm

Trustee Meeting: Tuesday, Nov 28th, 7 pm

Santa Shop/Make It and Take It: Sat Dec 2nd, 9 am – 1 pm; Tree Lighting 7 pm Historical Building

Bicentennial Meeting: Monday Dec 4th 7 pm

CTCC Meeting: Thursday Dec 7th, 7 pm

Living Nativity: Saturday, Dec 9th, 4 – 8 pm

Trustee Meeting: Tuesday, Dec 12th, 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 _____