

**CHATHAM TOWNSHIP BOARD OF TRUSTEES**  
**Chatham Township Community Center**  
**Regular Meeting of November 8<sup>th</sup>, 2011.**

**Chairperson Rick Dumperth called the Meeting to order at 7:30 p.m.**

Roll Call: Russ Arters present, Rick Dumperth present, Charlie Siman 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 the meeting of November 8<sup>th</sup>, 2011. 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 have not been reconciled to the bank statement and are subject to change, until signed and approved.

**A MOTION** set forth by Trustee Dumperth duly seconded by Trustee Siman to approve the minutes of the October 25<sup>th</sup>, 2011 regular meeting. All in favor.

**A MOTION** set forth by Trustee Siman, duly seconded by Trustee Arters to approve the minutes of the Special Meeting ( Roads invoice) of November 1<sup>st</sup>, 2011. All in favor.

**A MOTION** set forth by Trustee Siman, duly seconded by Trustee Dumperth to approve the financial reports as presented, upon further review at close of meeting. All in favor.

**Correspondence:** County Highway Engineers: expiration of permit/ non-compliance for Coon Club Road property of Medina Foods. Conditions specified on permit, not fulfilled per the County Engineers letter.. Trustees will compile letter and time table to address the issue.

Township will remit certified letter to the property owner, Mr. Al Nimer.

County Commissioners: Invitation to participate in the Local Government Day Expo; Wednesday Dec. 14<sup>th</sup> at the Medina County Community Center.

Willowvale Farms: Increase in fuel surcharge to 8% ,effective November 7<sup>th</sup>, 2011.

**County Auditor report;** Sue Daugherty reporting. Reappraisals continue in York, Westfield, Guilford and Lafayette Townships. The Medina County Auditor was one of three counties in Ohio to receive the Auditor of State *Award with Distinction*.

**Cemetery Report:** Judy Hering ( Written report submitted).

Sold 3 lots, ( deeds were presented for signing). Judy met with Laurie from Assure Vault .

Discussed records to be copied and those to be set up for use in data base for ongoing records. Deed generation will require additional time. Judy has **been involved in 5 hours of planning** so far.

Don Weiland has been refurbishing headstones, once again. Judy requested documentation of Don's work, for her records.

**Zoning report:** Trustee Dumperth shared, " The meeting with both Zoning Boards, did not seem beneficial".

**Roads report: Ted Arters**

**Road Maint.:** Removed deer off of Old Mill Road. Lytle Construction has added **and pulverized 3" of #57 slag on Moss Road**. Placed 6 delineators on Moss Road at 42" culvert and one on Richman Road, south of Shaw at 12 "culvert . Replaced culvert #22 on Richman Road and cut berms down on east side. . Cut brush on Richman Road. Videotaped Richman Road, south of Shaw for documentation purposes.

**Equip. maint.:** Power steering box on 4900 dump truck is leaking. Rear main pan is also leaking. Maintenance on snow plows and salt spreaders. This truck has roughly 55,000 miles on it. **A MOTION** set forth by Trustee Arters, duly seconded by Trustee Siman, to approve the repairs to the 4900 dump truck at General Maintenance. All in favor.

**Other:** The question has been asked, if an employee is working more than 32 hours per week in a 6 month time frame on an average, is he or she entitled to holiday pay? Arters stated, "This is in the employee handbook". Trustees will address this and make a determination, after reviewing the employee handbook.

Flags will be put up for Veteran's Day in several designated locations, (in front of VFW, cemetery and center of town).

T. Arters will unlock VFW Hall in the future, for voting set up.

Will be picking up shelving, (2 sections of arm racks, 12 ft. by 10 ft. high) from 3D metals with no cost being involved.

Railroad crossing brush clearing issues, is now in the hands of the County Commissioners.

A hole was bored in the drainage pipe in General Store parking area so that Fire Department can flush it out, to allow better drainage. A resident on the west side of St. Rt. 83 has voiced his concern regarding the drainage problem. Trustees agreed to furnish him a load of fill dirt. Ohio Public Works project, (culvert on Garver Road); Trustee Siman shared, "It is in the works with County Engineers, per Dan Becker".

Changes with ODOT plans regarding the new sidewalk, (west side of St. Rt. 83, north of cemetery) have not been signed.

#### **Fire report:** Fire Chief Byron Fike

**Calls:** Motor Vehicle Accidents 1 Fire 3 Rescue 7 Mutual Aid Fire 1 (canceled). Mutual Aid Rescue \_\_\_\_  
**Other calls:**

**Admn.:** Department members will be receiving flu shots at their November 9<sup>th</sup> meeting. Fiscal Officer Arters requested an invoice from the Cleveland Clinic, for the class Trish Brown is taking.

**Purchase requests:** Renewal of State Drug Licensing. Chief will get the invoice to Fiscal Officer for payment. Chief is preparing records for end of year wages to be paid. He requested direction on which funds to pay the EMT's out of. Trustee Dumperth requested payment to EMT's out of the EMS Fund to allow a healthier balance in the Fire Fund.

**Equipment repairs:** Relief valve for pump on Unit# 91-1 needs replaced, at a cost of \$950. Installation will be done by Department members. **A MOTION** set forth by Trustee Siman, duly seconded by Trustee Dumperth to approve the purchase of the relief valve from Warren Fire, not to exceed \$1,000. All in favor.

**Other:** ODOT placed crescents reflectors on the dangerous curve, south on St. Rt. 83.

Chief stated, "The E One salesman is not answering his calls regarding the delivery time frame of the new tanker.

#### **CTCC Report**

Trustee Dumperth requested additional heating units on second floor meeting rooms, north & south rooms). It was decided to repair the walls and get a quote for the units.

Trustee Dumperth will inquire into *exit signs* and possibly purchase replacement lighting ballasts from Mars Electric.

A lift will be needed to repair *leaking windows* on south side of building.

Additional directional signs are needed for handicap parking to rear of building. T. Arters will order signs pointing to back. *AED and Fire Extinguisher* signs are needed, additionally.

Cap on cistern has a piece broken off. T. Arters will purchase a bag of Sakrete and repair.

Kelly Straub requested setting up a "Teen Scout" room on the 3<sup>rd</sup> floor. Trustees were in agreement, with the understanding that it is supervised by an adult at all times.

There is a Karate Class possibly coming into the building, as a rental. A possible auction rental in December .

Movie Night will be on the 19<sup>th</sup> .

A group of gospel singers from Canaan, is requesting to use the building , the first Saturday of each month from approximately 4:00 to 10:00 p.m.. They will bring some of their own chairs. A firm price of \$100 each use ( night), will be offered to them.

Health Dept. Flu Clinic, will be held Tuesday November 15<sup>th</sup>, from 9:00 to 11:00 a.m. .

A concern for the building being utilized on Sunday November 6<sup>th</sup> with all floors and gymnasium being light up, was addressed. Trustee Dumperth said he was made aware of the building usage. Trustee Siman said, he also saw all the lights on, that evening. He shared, “There should be limited number of keys for the Trustee meeting room and not allow access to everyone”.

Fiscal Officer Arters said Janet Newcomer apprised her of the fact that she had fliers printed at Camelot Printing ,for the upcoming Flu Clinic. Arters felt that fliers made for upcoming events at the Community Center should not be made on the Trustee meeting room copier. Most times, there is upwards of 200 copies, requiring additional **toner** cartridges to be purchased **at an** added expense.

**Safety:** Roads Department reviewed safety videos, recently.

Sign reflectivity: **RESOLUTION # 10-11082011** set forth by Trustee Dumperth , duly seconded by Trustee Arters to adopt the plan for meeting the new Federal Highway Standards for sign reflectivity. Roll call: Arters yes, Dumperth ; yes, Siman; yes.

**Items of Old Business:** Old town hall lot:

Trustee Arters presented a drawing of his rendition , of what he envisions at the monument in town center. He stated, the only cost incurred would be **for** paving block, lighted plaques and grading. Plan will be presented to the VFW members, for review.

CTCC purchase: Township now has copies of Mylar for the property. The question was presented, “ At what point, is the purchase satisfied with the Cloverleaf School Board”?

Trustee Dumperth added, “ Title will not transfer, until the purchase is done”.

Trustee Dumperth stated, “ There has been increased activity in Chatham Township ,regarding oil and gas leasing. He suggested another meeting to be scheduled in January within Chatham Township and invite Dan **Plumly** from the Wooster law firm, to attend.

**Items of New Business;** Trustee Dumperth stated, “ Meeting minutes are **sometimes edited for clarification**, as to be understood by those reading them on the Township website”. He suggested, not abbreviating the Fire Dept. call *response codes*.

A meeting will be established in the near future, for reviewing Township policies. Fiscal Officer Arters reminded the Trustees , the public records policy will require additional information, per suggestion of the Auditors.

**RESOLUTION #20-11082011** set forth by Trustee Siman, duly seconded by Trustee Arters to approve the supplemental appropriation of \$370.95 in the General Fund for bonding invoice to OTARMA. Roll call vote: Arters; yes, Dumperth ; yes, Siman; yes.

**A MOTION** set forth by Trustee Dumperth , duly seconded by Trustee Arters to approve purchase orders and pay bills as presented. All in favor.

**A MOTION** set forth by Trustee Dumperth ,duly seconded by Trustee Siman to adjourn at 10:00 p.m. . All in favor.