

## **Parkman Township Trustees Regular Meeting of June 3, 2014**

The regular meeting of the Parkman Township Trustees was called to order at 7:30 p.m. In attendance were Trustees - Jon Ferguson, Roger Anderson and Dennis Ikeler, Fiscal Officer - Joyce Peters, Cheryl Nellis, John Spelich, Nancy Feguson, Elizabeth Sanders, Courtney Sanders, Debbie Wilson, Kathy Preston, Dennis Coz, Donna Barnet and Kathy Clossin.

### **Approval of Bills and Wages**

Roger Anderson moved and Dennis Ikeler seconded a motion to pay the bills from warrant #20775 through warrant #20816. Motion carried unanimously. (Resolution No. 14-168)

### **Approval of Minutes**

Roger Anderson moved and Dennis Ikeler seconded a motion to waive the reading of the minutes From May 20, 2014 and approve as amended. Motion carried unanimously. (Resolution No. 14-169)

Jon Ferguson moved and Roger Anderson seconded a motion to retire to executive session for the purpose of discussing the hiring of a new Township employee. Roll call vote: Jon Ferguson - yes, Roger Anderson - yes, Dennis Ikeler - yes. Motion moved unanimously. (Resolution No. 14-170)

### **Correspondence**

\*The Wilson Agency Inc - property and liability renewal policy with Otarma. The Legal Defense is included with 3 million in coverage. The wood chipper was deleted and the John Deere Grader was added.

\*Geauga County Engineer - County Resolution was approved to order the Drainage Improvements of Old State Road in Middlefield and Parkman Townships.

\*Public Entity Risk Services of Ohio - Information regarding the investigation of the claim of an event that took place on March 22 at the community house. We are instructed not to speak with anyone inquiring about this incident.

\*Department of Aging - Newsletter

\*Good News - Copies of Memorial Day Celebration ads

### **Departments**

#### **Fiscal Officer**

1) The Fiscal Officer presented open purchase orders from 2013 for review. Doug's Auto for \$1000 for Jeep repairs on February 13th - close. Breathing Air Systems for \$500 inspection on August 9th - will check into. Geauga County Sheriff for \$500 for radio updates in October - leave open, they bill. Osborne Signs - leave open order was delayed due mistake and had to be re ordered. Geauga County for salt and cinders we received – they will bill. Warren Fire \$800 for mask and harness repair - will look into. Advanced Wireless for \$360 for maintenance - will look into.

2) The Fiscal Officer presented previously approved purchase orders for signature.

3) The Fiscal Officer Joyce Peters presented the Payment Report, May Receipts, Fund Status Report, Revenue Status Report, Appropriation Status Report and passed out the Budget.

4) The Fiscal Officer lead a lengthy and detailed explanation of the Township Tax Budget. A legal notice will be placed in the News Herald stating the budget will be available for review from June 5th until June 17th by request. June 17th is also the date that the Annual Tax Budget hearing will be held at 8:00 p.m.at the Trustees Meeting at the Parkman Community House.

## **Fire**

1) The Fire Fighter One Class is coming to an end.

2) The AED and oxygen regulators have been received and have been submitted for a grant fund.

3) The Fire Department won't need copies of invoices they have already received them and will go ahead and submit with grant paper work.

4) The Fire Department has started the process of identifying items in the basement storage area that are obsolete and no longer usable or required.

5) No information has been received at this time regarding the FEMA grant for SCBA.

6) The Fire Department feels they will have the need for some major purchases in the near future

7) In June the Fire Fighter One Class will hold a extrication class and will be bring in cars to the back of the station for this.

8) The Fire Department mentioned that the piles of gravel are getting to close to the Community House and could restrict Firefighting activities.

9) A question presented by Fiscal Officer Joyce Peters was addressed regarding one of the Parkman Fire Department Trucks being taken to the Cardinal High School. The fire truck was used as a visual aid for a student's report. The Fiscal Officer felt this was inappropriate activity and fell under personal use. She felt that this type of activity should not take place. The Fire Department's explanation of this event was that they felt it would be good for public relations and recruiting young new fire fighters for the department. Jon Ferguson approved this event and has asked the Fire Department to give information and or a request be made if an event like this is to take place in the future.

## **Roads**

1) In the past week the Roads Department cut the berms in town and did road side mowing on Hobart and Bradford, ditched Norton and mulched around swings.

2) In the coming week the department will be installing catch basins in town, they will grade and spray patch on half of Reeves and weather permitting they will grade and spray and install driveway pipes.

3) Repairs are needed for the roadside mowing tractor. The radiator is shot and needs aluminum fins and plastic tank. Dennis Ikeler would like to see this repaired; he will approve repair and fill out requisition to purchase a new radiator from Polen

Equipment at a cost of \$1,200 plus UPS freight.

### **Community House**

Solar panels were fixed and are now working. Gary List said, they were repaired and there was a warranty of \$200. So, we may be billed for an additional \$100. Now that they are repaired, we should see a savings of a third of our overall bill.

### **Cemetery**

1) There was extreme disappointment expressed regarding the condition of the cemetery. Dennis Ikeler received calls from the Sargent Family and Helen Salacky regarding the condition of the cemetery and he himself was not happy with the way the cemetery looked. Fiscal Officer Joyce Peters also received calls expressing disappointment regarding the condition of the cemetery. The Fiscal Officer brought the contract for Signature Lawns & Landscaping, so the Trustees could review and decide a proper way of dealing with the contractor's poor performance. It was agreed by all the Trustees that in the meeting where the contract was awarded, it was made clear to Signature Lawns & Landscaping that the cemetery was important to the community and that it was to be in its absolute best condition for Memorial Day. Signatures' reply to this was that cemeteries were their specialty. Prior to Memorial Day, Dennis Ikeler had a conversation with one of Signatures' employees. Dennis expressed his disappointment regarding some work or the lack there of and he was assured that they would do a better job for Memorial Day. Dennis Ikeler expressed that he felt they should do a good job every time they mowed and took care of the community property. Jon Ferguson also was not happy with Signatures' performance and had taken photos of the condition of the cemetery. He felt that it was in the Trustees legal right to terminate Signatures' contract. Jon Ferguson will contact Sheila Salem, the Assistant Prosecutor, for legal advice on the proper way to legally terminate Signatures' contract. The Trustees will choose a new landscape contractor from the other bids submitted for the township contract to care for the community property. Roger Anderson mentioned that it should be taken into consideration that with the rising gas prices the bids submitted may no longer be at the same quoted price.

### **Zoning**

1) Received a copy of approved deed for a lot consolidation of 3.12 acres held by Terry Nagy. This parcel is located on Main Market Road.

2) A proposed large lot subdivision application on parcel 25-190666 Tavern Road. The real property is held by Noah and Martha Miller.

3) A proposed division of land made up of parcels 25-190444 and 25-190441 this a transfer of ownership a consolidation of lots for Richard Gates located on Nelson Road.

4) Justin Porter called for information on the Bike Shop I gave him the current owners name and address. Mr. Porter is looking in to the possibility of reopening to as a Bicycle Shop. He has seen it and knows its condition.

5) Application completed by William Hochstetler, however further paper work is needed before a permit is issued. Mr. Hochstetler is planning a new house to be built on Bundysburg Road.

6) Application was completed by Lester Shrock of 16740 Tavern Road, however the application was denied on the grounds that he did not have the allotted amount of property to build in Parkman Township. Mr. Shrock's property also is Troy Township.

7) Several property appraisals in the township one at parcel 25-080400.

8) CBR Realty out of Columbus requested zoning reclassified on two parcels 25-081100 and 25-081000.

9) Capitol One requested a zone classification at 18153 Madison Road.

10) A proposed property split at 17151 Farmington Road. Planning is to forward further information on this split.

## **Old Business**

1) Memorial Day re-cap - The trustees asked for suggestions on how to improve and make the events of Memorial Day better. Roger Anderson suggested we could have a singer such as Melanie Schwendeman sing the National Anthem at the Lower Cemetery. Roger Anderson would also like to see the Amish participate in the parade even though they don't serve. Roger Anderson will speak to the bishop in regards to this and hopefully be able to do something for next year. Jon Ferguson thought that the plaque should be presented to the veteran on the day they were honored and not make them return the next year to receive it, as we do now. All the Trustees were in agreement and felt they should present both plaques in the upcoming year as a way of starting this new procedure of presenting the plaque.

Jon Ferguson moved and Roger Anderson seconded a motion to increase the donation to \$100 for Father John Burkley, Paul Ellis, Cardinal Marching Band and Middlefield VFW Post 9678 for participating in the Memorial Day events. Motion carries unanimously. (Resolution No. 14-171)

2) Recycling and scrap day - this event is coming along well it will be held on June 14th 8:00 a.m. till 12:00 noon.

3) Alternate meeting site - Trustee Jon Ferguson talked to the Bishop and he felt that the Sugar Bush School at 17380 Newcomb Road would be a good location. The Trustees feel that relocating the meeting to accommodate the Amish community is a good idea. A date for this meeting will be selected and advertised. It was also requested that something be posted on the Community House Door advising of the change and relocation as a second way to assure no miscommunication.

4) Road Planning - the Roads Department will go ahead and do the ditching and road repairs. They will also contact the contractors regarding the repairs on Hobart Road in order to get a firm price on the work that needs done. Dennis Ikeler would like to see Hobart Road repaired and Grove Road could be put off and readdressed in a year. Hobart Road is losing its base underneath And Dennis Ikeler feels this is an important fix. The road needs to be chip and sealed to maintain the integrity of the base. Dennis Ikeler is moving forward on a five year plan and budget for the roads. At this time it is important at the rate we are spending on the roads to stay current with the roads budget. Thirty nine thousand is our part of the roads cost at this time.

5) Cost profile – correction of OPERS allocation - Fiscal Officer Joyce Peters presented an analysis of the Road Dept Spending Profile which Jon Ferguson distributed at the last meeting. The items included wages and payroll taxes, OPERS, benefits, fuel costs and other areas. The final corrections to the Spending Profile

resulted in a reduction of the spending profile of approximately \$9000 so far for this year.

### **New Business**

1) Driving abstract - today June 3rd was the deadline for all firefighters to have their driving abstracts in. Jon Ferguson has received all but 5 abstracts from the Fire Department. He will notify the Fire Chief that until those 5 outstanding abstract are received those firefighters are unable to drive any township vehicle.

2) New Assistant Prosecutor - Sheila Salem is the new Assistant Prosecutor.

3) Fiscal Officer Replacement - The Trustees are preparing for the replacement of Fiscal Officer Joyce Peters it was discussed that the interviews would be held privately and the actual hiring process would take place in a Trustee Meeting. Jon Ferguson will notify some interested parties that have expressed an interest in the position. Dennis Ikeler asked the Fiscal Officer if she would be interested in training the newly hired Fiscal Officer when a decision was made as to who that would be. Fiscal Officer Joyce Peters said they would have to talk terms as to what that would involve and come to an agreement. It was suggested to Jon Ferguson that a contract with the departing Fiscal Officer for training of the newly hired Fiscal Officer would be the natural path to take in this situation. The new Fiscal Officer could be hired in as an assistant. However Fiscal Officer Joyce Peters will be busy in June with the Audit making training hard in that month. It was suggested that a Traveling Fiscal Officer/Visiting Clerk may need to be used. Fiscal Officer Joyce Peters is out of town the first week of July

### **Public Comments**

Linda Jacobs stopped in late to the meeting to expressed her disappointment regarding the lack of care the cemetery had received. She expressed the pride that allot of families in our community have for this cemetery. She said it is a prideful cemetery its a shame it looks the way it does. She stated she would like to see something done and mentioned the Overlook Park doesn't look much better. The Trustees reassured her that this was a discussion earlier in the meeting and something would be done to take of this situation and that they themselves were disappointed in the condition of the cemetery.

Roger Anderson moved and Jon Ferguson seconded a motion to adjourn the meeting at 9:30 p.m. Motion carried unanimously. (Resolution No. 14-172)

Respectfully Submitted,

Approved,

Joyce Peters  
Fiscal Officer

Jon Ferguson  
Chair