Parkman Township Trustees
Regular Meeting of December 21, 2021

The regular meeting of the Parkman Township Trustees was called to order at 7:00 p.m.

In attendance were: Trustees-Roger Anderson, Dennis Ikeler, and Henry Duchscherer, Fiscal Officer- Susan Wojtasik, Fire Chief- Mike Komandt, John Spelich-Zoning Inspector, Russell Spencer-FD, Ted Wojtasik, Stacey Raymond, Lance Portman, Joyce Peters(virtually), Denise Villers.

*The Pledge of Allegiance was recited, and an agenda was made available.

Dennis Ikeler asked before we get started, we appreciate your attendance at these meetings and online value your input and to keep the record straight we ask that you say your name before you comment or ask a question, so the minutes are accurate. We ask only that you wait to be acknowledged by the trustees before you speak and direct your comments to the trustees. This will help us maintain an orderly meeting while allowing for your comments or questions. Dennis also asked that to keep the minutes accurate that we maintain one conversation at a time.

Meetings Resolution's:

Roger Anderson Made a motion to approve December 7, 2021, meeting minutes and seconded by Dennis Ikeler. Motion carried unanimously. (Resolution 173-2021)

Dennis Ikeler Made a motion to get Cyber Insurance through OTARMA if it is covered by the grant and seconded by Roger Anderson. Motion carried unanimously. (Resolution 172-2021)

Dennis Ikeler Made a motion to change bonds from past OTARMA to the surety bonds to Faithful Performance of Duty coverage costing $220 per month to cover all elected and appointed administration named on application and was seconded by Henry Duchscherer. Motion carried unanimously. (Resolution 171-2021)

Roger Anderson Made a motion to use Aladtec software for Fire Dept at a cost of $2195 annually starting 2022 and seconded by Henry Duchscherer. Motion carried unanimously. (Resolution 174-2021)

Dennis Ikeler Made a motion to approve Gail Duchscherer for the zoning commission and seconded by Roger Anderson. Motion carried with Henry Duchscherer abstaining. (Resolution 175-2021)

Roger Anderson Made a motion to approve moving to executive meeting after reading legal reasons for doing so. It was seconded by Dennis Ikeler. Motion carried unanimously. (Resolution 176-2021) Roll Call: Dennis Ikeler – yes, Roger Anderson- yes, Henry Duchscherer- yes.

Roger Anderson Made a motion to reopen trustee meeting and seconded by Henry Duchscherer. Motion carried unanimously. (Resolution 177-2021) Roll call Dennis Ikeler-yes, Roger Anderson-yes, Henry Duchscherer-yes.

Roger Anderson Made a motion to promote Russell Spencer as Assistant Fire Chief and seconded by Henry Duchscherer. Motion carried unanimously. (Resolution 178-2021)

DEPARTMENT REPORTS:

Fiscal Office Report:

- Deb Wilson wants to know about Cyber Insurance. Evidently it is covered by a grant if we send application before the end of the year. NEED RESOLUTION
- Bonds for next year:
  - Same as past – it will cost $747 for 4-year period, that is $187/year for Fiscal Officer.
  - New – If everyone is covered it will cost $220/year (not per person) and is included in the OTARMA package. NEED RESOLUTION
- T-Mobile wants to meet to discuss information on SMART City Grant – this is for projects connected vehicles, autonomous transportation, and "smart" traffic sensors, among other technologies.
- Chagrin River Watershed Partners, Inc are asking for opinions on watershed plans. They would like us to fill out survey and send it back before 1/14/2022
- Did we get Edge line and Center line issue resolved from the county? No email was ever sent with resolve for $11,237.63 invoice from County
- Thank you card from the Nieves Family for beautiful "fall" flower arrangement and support to their family.
- Need paper completed from Joyce Peters in order to finish bond paperwork.
- Job Opportunity -
  - Maintenance Worker – Maintenance dept. $14.83/hour +Benefits Package
    Preforms routine maintenance on buildings and related equipment and systems; Repairs or replaces faulty plumbing & electrical fixtures; Troubleshoots heating/cooling problems; inspects fire suppression systems and alarms; Inspects and maintains emergency exit lighting; Repairs roof leaks; Repairs damage to walls and ceilings; Paint interior and exterior surfaces; Installs suspended ceiling systems and carpet or tiles and subflooring; assembles and moves furniture, etc.
  - More information posted

Fiscal Office discussion: None

Zoning:

1. Mike Davis realtor agent and Farmington trustee text zoning and wanted information on a parcel in Parkman such as side lot set back and lot size along with lot split information.

2. Dan Miller of Nash road requested information on his parcel for he was looking at a buyer for his nearly 4 acres.

3. Received zoning information requests on the following:

a. Steve Volgle of Millstone realty wanted information on a proposed sale of real property held by Dan J. Miller, parcel 25-190619.

b. Mark Miller of Bundysburg Road wanted information air BNB's, and in what zoning districts would allow a B-n-B.

c. A second noncompliant letter was sent out Michael Adams of Hosmer Road, Zoning did an onsite inspection and the Large Yellow truck is still on the side lot of the property.

d. Foundation inspection was completed on 12-11-21 on the parcel held by Michael Massey of Bundysburg road; Mr. Massey is building a 1400 square foot barn.

e. The Reynolds road property is still an open arson investigation due to the intentional set fire to a car on the parcel; however, HUD did have the property management company board up the house.

4. Mr. Alex Stanton of 16450 Stagecoach Drive is proposing an addition to his house, zoning dropped off an application and an information sheet on what he is needs to get started.

5. Zoning received an E-mail from Kurt Huffman with his parcel update on his project, he has cleared most of the land of trees, the concrete is still there along with asphalt grindings but surveyors can get started and hopefully come up with a site plan land use project.
6. Received from planning a proposed Division of Land Application E-21-046 included was remainder of the parcel, which included a copy of the executed and approved deed for the referenced application for real property, held by Lonnie R. Schrock and Amanda P. Schrock.
7. The Zoning Inspector called the Manager/Owner of U.S. Euro Auto LLC Anna Marie Stepanovas to meet with Zoning to discuss passed and upcoming concerns on the number of used cars to be stored on the car lot at any one time and the number of vehicles being held for repair. It was agreed that if the Conditional Use permit would continue to be violated that the owners would be called before the BZA.
The vehicles that are considered junk must be scrapped ASAP and a day to day record shall be kept and made available to the zoning office. The new building is not finished yet but when it is the vehicles being parted out would be stored in that building for short periods of time no more than ten autos at a time.

Zoning Discussion: John Spelich said he talked with Bundysburg Rd Home occupation is giving zoning some problems.

Fire:

- Still awaiting the $1,568 refund from Preston for work completed on the squad. Called Preston Ford today.
- Still awaiting an answer on the ARP Funding from legal, no word on the request that Mr. Duchscherer sent it.
- Discussion on replacing the brush truck this winter. Would look to utilize the same platform for the apparatus to be able to reuse the tank and pump to reduce cost. Need to decide to, or set a budget so we can start looking for a replacement, and for the sale of the current Jeep.
- Awaiting word on refund(s) from Windstream for overcharging the Fire Department.
- Met with Fiscal and went through end of year, all FD expected expenditures finalized.
- The online scheduling platform is working wonderful for our trial period. They have tailored a few more things to how we would like to utilize the site. This has been completed quickly and suits us well. This has already saved us considerable time with building and amending schedules for January. Informational sheets from the company were sent out 15 Dec 2021 and I have not received any feedback or questions from the Board. I recommend moving forward with Aladtec for the annual cost in the quote. Recommended resolution.

Fire Dept. Discussion: Dennis Ikeler said he sat in with the webinar with Mike and he was impressed with it but he would like to push back the trial period back until he could get the new trustee involved. Russell Spencer said that we would be locked into a certain amount and that if there was a price increase, it would not be more than 3 or 5% increase a year. Their customer service is phenomenal but he did not know if the chief talked to them about pushing it back. Chief Komandt said we needed to decide whether to move ahead with Aladtec or not. Dennis Ikeler said he like the software but does not want to move ahead until the new Trustee weighs in on the decision. Joyce Peters said she cannot see any reason to prolong it and since the free time period was about to expire, it might be a benefit to make a resolution. Henry and Roger both thought it was a good idea and resolution was made.

Roads:

- We put the berm box on the freightliner and have been working filling berms where they are washed out. Due to lack of manpower Troy is assisting us and we are assisting them on a few of their roads which need the berm box as well.
- We had to get another grader tire repaired due to it having a hole in it. It has since been picked up and repaired and put back on the grader.
- As weather allows we are keeping up with the roads grading and dragging.
- Thank you, Roger, for the years of service and commitment to the township. Your many projects have made big changes and improvements to the township. Enjoy your retirement to its fullest, Thank you.

Road Dept. Discussion: None

Community House/Overlook Park:

- There are no bookings for the rest of the year. There is a Blood Drive December 30th.
- Villers Electric hooked up the power to the LED Sign.
- Bosak Improvements fixed the furnace upstairs in the Community House.
- There is nothing to report on Overlook Park.

Community House discussion: Henry Duchscherer read the report and stated they were waiting on Villers Electric to hook it up. Waste Management picked up their box and Dumpster Bandit dropped theirs off. He was going to get combination locks put on them, but the Trustees said they needed keys. Otherwise, anyone using the community house will have the combination. Henry Duchscherer said he would let them know.

Overlook Park:
The road crew is going to work on the parking lot when they get time. There are a lot of potholes and it needs gravel because a lake forms after hard rains on the Pavilion side.

Parks: Discussions: None

Cemetery: None
Discussion: Roger Anderson said there is a government website with 1400 or 1800 listings for Overlook and the lower Cemetery with Date of birth, date of death, grave site and some have pictures of Headstones. The one WayTech did for Thompson doesn't have the grave site. Theirs 'is broken down by surname not family. Dennis Ikeler suggested we hold off on that right now until after the first. Roger said he has no idea where the government gets their data. Roger said he would send Dennis Ikeler the website for the government. Cory said he can put a link for the website on Parkman's website. Susan Wojtasik asked if they were going to rescind the resolution and they said no just not going to move forward at this time for the $200 maintenance fee.

Old Business:

a. **Sign Progress:** Dennis Ikeler said we already discussed that. Henry Duchscherer asked Russel Spencer if they could post the blood drive on the fire dept. board, since they couldn't on the message board, due to lack of training. Mr. Spencer said he would try to get it up if they didn't get trained on time.

b. **Memorial Park:** Roger Anderson said the pole is in and we are already getting phone calls on appreciation for the upgrades. If the weather holds out then we will do more.

c. **Employee reviews:** Dennis Ikeler Keeping it on hold until after the 1st of the year so the incoming Trustees can handle it. Roger Anderson said they get filed when they are done and Susan Wojtasik said Henry asked her about them and she said they were filed.

New Business

Appoint Gail Duchscherer to zoning Commission with expiration of Jan. 1, 2024 Dennis Ikeler made the motion

Executive Session Roger Anderson Reads purpose, O.R.C 121.22 (C)(1) requesting Roll call. Dennis Ikeler reopened the meeting with resolution. Dennis Ikeler said the session was on employees of the fire dept. They discussed the promotion of Russell Spencer to Assistant Fire Chief.

Henry Duchscherer said he wanted to bring up an OTARMA Grant. Chief Komandt said we were already awarded and spent the grant. Henry Duchscherer also brought up about grant from Ohio State Senate for capital improvements and it had to be applied for by March. Dennis Ikeler said we will hold off on that and bring it up in the new year. Roger Anderson said he needed to find out the money we are looking for before you can pursue that.
Dennis Ikeler said our January 4 meeting will basically be a meeting for business to go through all the resolutions for the next year.
Dennis Ikeler said he would like to thank Roger for the time he has put in here and all the accomplishments we have made since the two of them were here. He wanted to get it on public record that he appreciates what Roger has done. Thank you, Roger!
Roger Anderson said there is one more thing he would like to mention is that Cory did make the plaques for the fire department and another set for the fire department building to commemorate everyone that served on the fire department since 1945 to the best of the knowledge of Dale Komandt, Chuck and Joanie and myself. Roger said it has been his pleasure to serve and he is not done yet.

Public Comment:

Motion to Adjourn:
Roger Anderson made a motion at 8:08 pm to adjourn the meeting; Henry Duchscherer seconded the motion and motion passed unanimously. Next meeting on December 21, 2021.

Meeting Submitted by Susan D. Wojtasik

Meeting Minutes Approved by