

PARKMAN TOWNSHIP TRUSTEES
Regular Meeting of August 2, 2022

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

In attendance were: Trustees: Henry Duchscherer, Joyce Peters, and Lance Portman, Fiscal Officer Denise Villers, Zoning Inspector John Spelich, Fire Chief Mike Komandt, Mark Strumbly, Stacey Raymond, Denny Hall, Diane Hall, John Augustine, Rick Gates, Roger Anderson, and Lynn Schiffbauer.

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

Meeting’s Motions and Resolutions:

A motion was made by Lance Portman and seconded by Henry Duchscherer to approve the minutes from the July 19, 2022 meeting. Motion carried unanimously.

Joyce Peters made a motion to approve the budget corrections as directed by the auditor’s office and Henry Duchscherer seconded the motion – passed unanimously. (Resolution #137-2022)

A motion was made by Joyce Peters to approve up to \$5,000.00 to Warren Fire MES for replacement hoses. Lance Portman seconded the motion, which passed unanimously. (Resolution #138-2022)

A motion was made by Joyce Peters and seconded by Henry Duchscherer to receive and appropriate the monies received into our bank account from the ARPA funds (\$217,963.27) Roll Call:

Joyce Peters	Aye
Henry Duchscherer	Aye
Lance Portman	Aye

The motion passed unanimously. (Resolution #139-2022)

Joyce Peters motioned to move to Executive Session to discuss the hiring of an Administrative Assistant. Henry Duchscherer seconded the motion. The trustees went into executive session at 8:20 and returned at 8:32 p.m. (Resolution #140-2022)

A motion was made by Joyce Peters to hire Stacey Raymond for the position of Administrative Assistant. Henry Duchscherer seconded the motion – which carried unanimously. (Resolution #141-2022)

Henry Duchscherer motioned to adjourn the meeting at 8:50 p.m. Lance Portman seconded the motion – carried.

DEPARTMENT REPORTS:**Fiscal Office:**

- Approve the minutes for the July 19, 2022 regular trustee meeting
- Received DIG (Drop-off Improvement Grant) from Geauga-Trumbull Solid Waste Management District towards the cost of the surveillance cameras. (\$ 6,352.47 received towards our invoice of \$ 7,100.00)
- Received Go-Green Community Grant from Geauga-Trumbull Solid Waste Management District towards the cost of our scrap day in June, 2022. (\$ 2,026.75 received covered most of our costs for the day)
- BWC (Bureau of Workers' Compensation) completed an audit of our 2021 records on Friday, July 29, 2022. Anticipating a credit/refund for over-payment.
- Received notice from Geauga County Commissioners of two upcoming road projects in Parkman
 - 1) Old State Road from St. Rt. 88 (Nash Road) south to the Trumbull county line
 - 2) Farmington Road from Main Market (Rt. 422) east to the Trumbull county line
- Upcoming 2023 Budget Meeting – August 15th, 2022 in Chardon

Fiscal Officer Discussion:

Need a resolution for resubmission of our 2023 budget.

Zoning:

Zoning information request received on the following:

Title Professionals out of Mentor wanted to know if there were any special assessments found on parcel 25-190532.

The County Engineers office sent notice that they received a request for a culvert Replacement at 16960 Hosmer Road - the owner, William Kuhns, requested the replacement.

Pine Ridge Construction completed an application on behalf of Martha and Fanny Mae Miller (Parcel #25-190807 – 15589 Patch Road) for construction of a new 1700-sq. ft. house. All paperwork was in order and a permit was issued. We also issued a culvert permit for this address.

Owen Yoder of 17347 Tavern road called the office and wanted information on a proposed land split on parcel 25-122500 of which he wants a two and a half parcel to build a small house on for him and wife and the remainder of parcel 25-122500 would go to his son. Zoning gave Mr. Yoder the needed information on surveyors and also some county phone numbers for him to follow-up on.

Alicia Martinez called needing information as she is planning to buy a house on Reeves Road and she wanted to know if a camper or a trailer was permitted on the property to live in on a temporary basis. The answer was that idea was not permitted; however, in section 608.0 of

Zoning section “C”, storing of a RV/motor home is permitted but you cannot

live in them even for a temporary period of time. Zoning further suggested adding an addition to the existing house.

Received Planning Commission’s copy of the executed and approved deeds and survey maps for property held by Robert and Lovina Miller. The deeds and other paperwork coincide with the approved and signed documents dated June 19, 2022.

This is a follow up on the clutter of skids located at the Symens property on Center Street, Mrs. Symens called and said they’re having a hard time getting rid of the skids and may not make the 15-day dead-line that zoning gave them. Since they are making a good-faith effort, zoning extended the time to 15 days more, The Symens agreed.

Marty Yoder of Montville Plastics located on Main Market (the Pit) wanted to know if “steel shipping containers” were permitted to store certain materials for a large job order for a big box company. The shipping containers are not permitted for use in the township as well as box truck beds, of which some are in the township and zoning is in the process of getting them removed.

Zoning Discussion:

John will be on vacation August 16 – September 1.

Fire Department:

- All three vendors have been out to quote replacing the damaged HVAC unit on the storage building. Still awaiting quotes from the vendors. We have received two quotes back from these vendors. Request approval for one of these tonight.
- The three Fire Chiefs (Parkman, Troy, W. Farmington) met this past Saturday. (July 30th) There are wage differences that will need addressed (Troy is \$2.50/hr. higher than Parkman and Parkman is \$0.50-0.60/hr. higher than West Farmington)
- Status on CARES funding?
- Status of ARPA supplemental for this budget year?
- Plumbing contractor was out for some minor plumbing repairs (emergency for the station pump).
- All fire hose on apparatus has been completed for the year.
- Request approval to purchase miscellaneous sizes and lengths of attack and supply hose from MES Warren Fire in an amount not to exceed \$5,000. Replaces old or failed hose.
- July Fuel report emailed to fiscal.

Fire Department Discussion:

The bids for replacing the HVAC on the storage room are extremely high (\$14-18,000.00) and were not be approved.

Road Department: (by Lance Portman)

In the last couple of weeks, the guys have been crack-sealing with Troy Township.

We finished up the first round of mowing.

Asphalt repair on Grand River Drive: Lance & Eric discussed asking Jeff Zeigler to truck the asphalt to us because for us to do it with a hot box was not feasible. It took about 10 tons, which would have been about 7 trips to the plant. Eric was able to borrow a roller from Geauga Highway. So that is now complete.

They picked up the new roadside mower last week. They pressure washed it and are going to grease it and go over it - kind of a safety check with everyone together.

Joe is on vacation this week. Eric is sick this week. Austin worked Monday, but now he is out sick as well.

Lance spoke with the County Engineer's office about the accidents on Nelson Road. Chevron signs and a 'curve ahead' sign will be added. It would be a safety hazard to install a guardrail in the area discussed.

Road Department Discussion: Lynn Schiffbauer noted that there are numerous road signs missing on Rt. 88 (east of Rt. 528). ODOT needs to be contacted (We are District 12).

Community House/ Overlook Park, etc.:**Community House:**

We have 5 bookings for August, and 2 for September.

Overlook Park pavilion has 7 reservations for August, and 3 for September.

Overlook Park Horse Shed: The Geauga County Park District declined our request for a grant to build a horse shelter at Overlook Park. We are thinking about moving the hitching rail to the shade under the trees. I am in discussion with Eric Mathews and Stephen Stoltzfus to come up with a plan.

Second floor (dance floor): Met with Reinhart Flooring about the upstairs floor. It is 2,925 square feet – he estimates it will cost around \$13,000.00, but will be sending a hard quote next week.

Solar Panels: We had a new meter installed by First Energy for the solar panels. So, hopefully, we will see some savings on our electric bill moving forward.

Elevator: We received the first set of plans for the elevator / lift and need to decide whether to put it on the front or back of the building.

Ballfields: We got the dirt for the fields and we are having it Harley-raked this week, so the fields will be in great shape. I purchased new bases for both fields (and a volleyball since ours went missing).

Surveillance Cameras: We are going to get quotes Friday on putting cameras at the Park, which can be covered by the Rescue monies.

Community House/Overlook Park discussion:

Cemetery:

No report received from Dale Komandt.
S.S. Landscaping will begin work at the lower cemetery first.

Cemetery Discussion: None

OLD BUSINESS:

A. Road Levy – BOE approval

All necessary paperwork delivered to the Board of Election by Denise Villers. It will be on the ballot November 8, 2022.

B. Budget Corrections

(See Resolution #137-2022)

C. Administrative Assistant Applications

One application received – discussed in executive session.’

D. Zoning Assistant

Lance Portman to get information/qualifications to Denise Villers.

E. Veteran – Olmstead

The plaque is in – needs picked up yet.

F. OneOhio Opioid

On-line applications completed by Denise Villers

G. NOPEC

Approved grant towards our LED sign in the amount of \$2,327.00

H. Overlook Park Sign

Touch-up work completed and looks good.

I. Upstairs Flooring

(See Community House report)

J. Buggy Shed

(See Henry Duchscherer’s report)

K. Elevator / Lift

Henry Duchscherer will discuss the possible issues brought up with putting the elevator on the front of the building (possible structural issues going up through the porch and roof – possible fire egress issue)

L. APRA Supplemental Appropriation / Second dispersal / Supplemental Appropriation Resolution / List of Projects

The second dispersal has been received into our bank account.
(See Resolution #139-2022)

M. Fire Dept. Planning

Mike attended the Fire Task Force in Wayne County recently. Looking to bolster community service / volunteerism. Discussion to continue with our neighboring fire chiefs. Joyce Peters has scheduled a meeting with Community Care.

N. Salt Dome

Henry has learned that Burgess-Niple did the water testing for Chardon when they had issues with the EPA. Maybe testing by a large firm will carry more weight. Henry has been talking to our APA, Sheila Salem, about possibly suing ODOT and Ohio EPA.

NEW BUSINESS:

A. DUNS Number / SAM administrator

Learned that Mike Komandt is our SAM.gov administrator since it's primarily used by the Fire Department (He is also the administrator for Middlefield Fire Dept.). October 24, 2022 is the renewal date. Township registration required to receive governmental grants.

B. Parkman Sewer System

Henry Duchscherer learned that there is a tax rebate available to the 218 residences connected to the sewer system. Mailings will be going out to these residents from GCDWR.

C. Geauga Public Health Council

Joyce Peters serves on this council – They need to replace the doctor on the council.

D. New Levy Law – HB 140

State House Bill to require the language on ballots by more understandable – Effective May 5, 2023

E. Symphony Wireless

Acquiring cell towers – Former trustee, Roger Anderson, stated that our current contract gives them the right to match any other offers. We won't be pursuing at this time.

F. Overlook Park Cameras

We'll be looking into installing surveillance cameras at the park.

Executive Session

Discussing employment issues – See Resolution #140-2022.

New Hire

Stacey Raymond was offered and accepted the position as Administrative Assistant.

Public Comment

John Augustine asked about the Fire Department's "need" for a regular vehicle.

John Augustine asked about the necessity of A/C in the storage building.

Motion to Adjourn:

Henry Duchscherer motioned to adjourn at 8:50 p.m.

Next meeting on August 16th, 2022 at 7:00 p.m.

Meeting Minutes Submitted by *Denise Villers*

8/02/2022

Meeting Minutes Approved by

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