

# Parkman Township Trustees

## Regular Meeting August 20<sup>th</sup>, 2024

The regular meeting of the Parkman Township Trustees was called to order at 7:00pm by Joyce Peters, township trustee chairperson.

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

In attendance were Trustees – Joyce Peters, Henry Duchscherer, and Lance Portman, Fiscal Officer – Denise Villers, Zoning – Mark Strumbly, Fire Chief – Mike Komandt, Cemetery – Dale Komandt, Maple Leaf – Ann Wishart, Guest speakers: Paul Miller (NOAH) and Nate (MK Roofing); Residents – John Augustine and Roger Anderson.

### Guest Speakers:

Paul Miller (NOAH) reviewed the spring-time road clean-up with nearly 200 volunteers. The fall clean-up is scheduled for Saturday, September 28<sup>th</sup>. They are asking the township to provide a dumpster and to pick up the filled bags from along side the roads. Lance Portman assured him of our willingness to help in their efforts. Lance asked if they could possibly include a few of our township roads (Shedd Road between Rts. 168 & 528, Newcomb Road, Owen Road, Soltis Road, and Grove Road) if time permits. The trustees thanked Paul for their help in keeping our township clean.

Nate \_\_\_\_ (MK Roofing) shared some sample roofing materials (asphalt, cedar shakes, or DaVinci Slate) to consider for the replacement of the roof on our gazebo. Their work would include the total removal of the existing cedar shakes, add ice & water shield, a new drip edge, ridge/hip/cap. They take pride in their clean-up efficiency. The trustees thanked him for his presentation and will be reviewing the samples and cost proposals received.

### Meeting Motions and Resolutions:

Joyce Peters moved to retire to Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Henry Duchscherer seconded the motion. *Roll Call vote:* Joyce Peters – Yes, Henry Duchscherer – Yes, Lance Portman – Yes. All voted yes and the motion carried unanimously **(Resolution #094-2024)** (7:15 – 7:23 p.m.)

Lance Portman made a motion to approve the August 20<sup>th</sup>, 2024, regular meeting minutes and Henry Duchscherer seconded the motion. All voted yes, motion carried unanimously.

Joyce Peters made a motion to approve the blood test/cancer screening now available at a cost of \$649.00 each. Fire Chief Komandt noted that all eligible firefighters may not want to do the screening. Henry Duchscherer seconded the motion. All voted yes, motion carried unanimously. **(Resolution #095-2024)**

Lance Portman made a motion to adjourn the meeting at 8:40 p.m. Henry Duchscherer seconded the motion. All voted yes, motion carried unanimously.

## Departmental Reports

### Fiscal Officer

- Approve the minutes for the August 6<sup>th</sup>, 2024 regular trustee meeting
- Submitted our expenses from our Memorial Day observances to *Geauga County Veterans Services*. (We are allotted \$100.00 reimbursement – our actual expenses were nearly \$800.00) – *Received 8/20/2024*
- Our hearing with the Geauga County Budget Commission (to review and approve our 2025 Budget) is scheduled for 10 a.m. on Monday, August 19, 2024. *We survived – No real issues – Recommend we set up some reserve accounts to save for larger projects/purchases*
- Completed on-line questionnaires from Geauga County Water Resources with information provided by Fire Chief Mike Komandt and Road Supt. Eric Mathews.
- Logging in and filing records pertaining to the AOS/state required Fraud Training. (Deadline for completion by current employees/officials is 9/28/2024.)
- ‘Attended’ the webinar “*Navigating Ohio Workers’ Compensation*” presented by Sedgwick
- Registered for OTA Training: *Grant Management and Audit Compliance in Single Audits* for Friday, August 23<sup>rd</sup>, 2024
- Updated our information on *United Way’s 2-1-1 Agency*
- Received our \$100.00 from Geauga County Veteran’s Services towards our Memorial Day expenses.
- Submitted (another) LOA (Letter of Authorization) to Windstream/Kinetic with valid personnel that are authorized to discuss and make changes to our accounts. (*They still are listing Dennis & Susan...*)
- Legal notice was submitted for publication for our *Policy Manual Review* scheduled for Tuesday, August 27<sup>th</sup>. Appeared in Geauga Maple Leaf on August 15<sup>th</sup>.
- ODOT is asking that their parcel at the corner of Rts. 422 & 528 be **exempt from property taxes** (currently being assessed for Street Lights)
- Reminder received from ARPA that our remaining funds need to be obligated by December 31, 2024.

- We need to re-submit our Street Light Special Assessment with the County Auditor's office BY September 9<sup>th</sup>.

## Zoning

1. The camper on Swine Creek has not moved out of the camper and the unknown person claims that he is not living in the camper full-time, now and then. Mark spoke to the renter and requested that his boss/owner of Whitford Woods out of Burton remove the camper and then the tenant can continue to live in the house. A 2<sup>nd</sup> letter was sent out to the owner – no response, so far. Zoning will continue to oversee the problem.
2. A 2<sup>nd</sup> non-conforming letter was sent out to Dustin Porter of Madison Road (bike shop). A copy of the first letter was hand-delivered to Mr. Porter by Zoning Inspector Spelich at the back door of the Bike Shop on Wednesday, August 7<sup>th</sup>, 2024.
3. Received from Planning legal description and survey maps on land held by Billy B. & Malinda Mullett (Parcel #25-190501) of Doty Road. This was a minor lot split containing 4.0 acres. They survey map was reviewed and signed; one copy was returned to the Planning Commission.
4. An application was completed by Raymond Miller (Bows & Reels sport shop on Madison Road in the downtown section of Parkman. They are planning a cooler locker to keep more fresh fruits and veggies. They are also planning a 7' x 12' building to house the cooler. All paperwork was in order and a permit was issued.
5. A public hearing appeal for variance will be presented to the BZA on September 10<sup>th</sup> @ 7:00 p.m. here at the community house. They general public is invited. (John Mast property at 19065 Nelson-Parkman Road)

**Zoning Discussion** – A complaint was received that a saw mill was operating on Soltis Road. This isn't a business set-up – land is being cleared and trees are being cut.

## Fire

- Knox boxes ordered for the road department
- Please approve the purchase of a new natural gas grill and smoker for the fire department up to \$1750. *Up to \$1,000.00 okayed.*
- Started personal auto policy collections for fiscal.
- Blood test/cancer screening is being offered by University Hospital to area firefighters. Health insurance won't cover the cost of \$649. each (BWC presumptive illness coverage). Asking for up to 7 employees to be tested (see *Motions and Resolutions*)
- MES started testing our SCBA cylinders (5-year intervals)

**Fire Department Discussion** –

Roads

- We are trying to fill holes as we can on the dirt roads. We plan to check all paved and chip-sealed roads with asphalt in the next few weeks.
- After Labor Day we will remove the flags from town on all the poles.
- Once the weather begins cooling down, we will begin grading and dragging dirt roads as needed.
- I plan to clean up store damage and tree brush in the next week or two in the ditches and roadsides.
- I look to begin the back-cut of road sides in September.
- The Freightliner went for repair of a fuel leak on the back of the motor. It has since been repaired and picked back up. I will be getting quotes on tires for it and will submit to Lance.

**Roads Discussion** – *The International also needs two front tires and an alignment.*

Community House/Overlook ParkCommunity House:

- We have 1 upcoming booking for August and 4 for September.
- Steve Bosak will be servicing the furnaces and hot water heaters next week.
- We are still looking for a person to oversee our disaster plan cooling/warming center at the Community House.
- We are also looking for a person to back up Lynn on the sign.
- We also need 2 alternates for the Zoning Commission.

Overlook Park:

- We have 2 upcoming bookings for August and 5 for September.
- We are planning on painting a Pickleball Court on the tennis court.

We got a quote for cameras at the North Garage. (\$7-9,000.00)

**Community House/Parks Discussions** – The Red Cross needed to use the Community House for an emergency, but they had to go elsewhere since the Community House was scheduled/rented for a wedding.

Cemetery

- The indigent burial (cremated remains) discussed at the last meeting has been completed.

Old Business

## A. Gazebo roof

Henry will be obtaining further bids.

## B. Budget hearing / Valuation Deduction for Damaged Property

We received kudos from the Budget Commission

The Auditor's office sent 'Valuation Deduction' paperwork for any residents that may have experienced extreme damage to their property during the recent storms. *Forms available at the Community House for interested residents.*

- C. Technology project  
Frank Antenucci with ADP will be at next meeting on September 3<sup>rd</sup>, 2024.
- D. North Garage: electric bids, surveillance cameras, internet bids  
Still getting more bids yet
- E. Mitigation  
N/Av. at this time
- F. Risk Management  
The OTARMA paperwork is due back soon. Joyce Peters will be submitting on our various corrections as recommended. We still need access to a video for employees to view on sexual harassment.
- G. Policy work session  
Scheduled for August 27<sup>th</sup> @ 4:00 p.m. Everyone is asked to bring their laptop to more easily review the recommended updates.

**Old Business Discussion** – Any discussion was held during each section.

**New Business**

- A. Industrial Park tax abatement  
The tax abatement has been removed for non-compliance
- B. Some new wells for those affected by the salt dome contamination appear to have methane contamination. The Geauga Health Dept. is still trying for a solution (EPA has no additional funding available at this time.)
- C. School Bell  
Joyce Peters has prepared a write-up of the history for a plaque to be displayed. She’s working with Great American Awards in Newbury

**New Business discussion** – Roger Anderson asked about memorial plaques for the millstone and Cromwell stone. They will look into possibilities.

**Public Comment**

John Augustine had comments about the water wells and possibility of using cisterns.

**ADJOURN:** Lance Portman motioned to adjourn the meeting at 8:40 p.m. Henry Duchscherer seconded the motion – all yes – meeting adjourned.

Next meeting on September 3<sup>rd</sup>, 2024 starting at 7:00 p.m.

Meeting Minutes prepared and submitted by Denise Villers, Fiscal Officer

Meeting Minutes Approved by \_\_\_\_\_