

Parkman Township Trustees

Regular Meeting July 15th, 2025

The regular meeting of the Parkman Township Trustees was called to order at 6:00 p.m. by Joyce Peters, township trustee chairperson.

In attendance were Trustees – Joyce Peters, Henry Duchscherer, and Lance Portman, Administrative Assistant – Stacey Urbanowicz, Zoning Inspector – John Spelich, and residents – Brandon Reed, John Augustine, Roger Anderson, Michael Mark Soltis and Russell Spencer of Parkman Township Fire Department, Ann Wishart of the Maple Leaf, Colleen DelBalso of Petersen and Petersen, Ryan Balko and Owen Wolf of Sheetz, and Greg Slyman of ABC.

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

The meeting went immediately into **Executive Session** at 6:01pm and came back into regular session at 6:54pm. See *Motions and Resolutions*.

Resident Michael Soltis came to speak to the trustees to ask them for help for a permanent solution to the water flow issues on his mother's property on Center Street across from St. Edward's church. He passed out pictures of where water keeps pushing asphalt grindings down onto his mother's property, and the grindings clog up the culvert as well as gather on the property making it difficult to mow. Lance Portman said that they are (the Road Department) in charge of maintaining it. Lance Portman asked if a lot of water came down through there. Mr. Soltis said that it does, especially since the road had been elevated. Lance Portman said that the church also raised their parking lot to match the level of the road which in turn caused more water to flow onto that part of Mr. Soltis' mom's property. What would help is to get topsoil and coconut mulching put down so that grass can grow instead of weeds. Joyce Peters said that they will work on a solution.

Meeting's Motions and Resolutions:

Joyce Peters made a motion to adjourn to Executive Session at 6:01pm. It is necessary to adjourn to Executive Session for the purpose of a conference with the township attorney concerning pending court action by Division (G)(3) of Section 121.22 of the Ohio Revised Code. Henry Duchscherer seconded the motion. All voted yes, motion carried unanimously. *Roll Call Vote: Joyce Peters – Yes, Henry Duchscherer – Yes, Lance Portman – Yes. (Resolution #075-2025).*

Joyce Peters made a **motion** to approve the July 1st, 2025 *Special Meeting – Zoning Amendment Hearing* minutes and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously.

Joyce Peters made a **motion** to approve the July 1st, 2025 *Special Meeting – Budget Hearing* minutes and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously.

Lance Portman motioned to adjourn the meeting at 7:55 p.m., and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously.

Departmental Reports

Fiscal Officer

- None submitted.

Zoning

1. Received from planning a copy of the executed and approved deeds on Application #25-042 for real property held by Aden N. Yoder. The deeds coincide with the survey map received and signed by Parkman Township Zoning April 26, 2025.
2. Several calls were placed to the Prosecutor's office to get further information on the Dustin Porter case. Zoning did speak to Mr. Porter and asked if he was living on the second floor of the old bike shop. He said he was not and said he is living at his mother's house in Middlefield. The other issue is Mr. Porter parking vehicles on the state land at Main Market & Madison. Zoning is in contact with ODOT.
3. Zoning is to meet with Rick Gates to get an update on the camping and wildlife hunting at the Nelson Ledge Road location.
4. Non-compliant letters are going out to Scott Pierce's property off of Nash Road. A letter to property owners at parcel 25-079450, also a follow up to Joe Urban on Madison Road and Theo Wojtasik of Owen Road. James Baril seems to be cleaning up again, and that's a good thing.
5. Paul Zenisek of 15730 McCall Road called Zoning and wanted information on what was needed to do an add-on to his barn. He was proposing a 14' x 60' lean-to.

Zoning Discussion – John Spelich said that he received an email from the Geauga County Water and Soil Conservation district regarding the Amish youth center. John Spelich said that a letter has been sent stating that they can't work on the youth center until they meet the conditions specified in the letter. John Spelich will follow up with this.

Fire

- Squad received regular maintenance
- New laptop has been delivered – Thank you
- The mechanic was out and completed a small repair to the engine at end of last week.

Fire Department Discussion – Any discussion was held during each section.

Roads

- The dirt/clay was delivered to the park for the ball fields. It was spread out and the field drug. The wood chips were spread in the swing and playground area as well.
- Roadside mowing was done, and we will begin again closer to the first of August.
- We have all but 2 roads left to dust control. We had Bradford prepared, however, due to the holiday and conflicting times we were not able to get another load to complete Bradford before the holiday weekend. As of right now the bottom of Owen, Bradford, and Soltis Roads are scheduled for this week Tuesday 7/15. *Joyce Peters said that she received a picture from a resident on Bradford Road with a complaint that the road was graded with no dust control in sight. However, dust control solution was applied the next day. The trustees haven't heard back from the resident as of the meeting.*

Roads Discussion – Any discussion was held during each section.

Community House/Parks

Community House:

- We have 5 bookings for July and one for August.
- We have a Blood Drive on July 23rd from 9:00 a.m. to 4:00p.m.
- Kitchen renovations are going to start August 4th.
- We are contacting excavators to fix the leak in the basement between the back door and elevator. *Henry Duchscherer spoke to Chris Loze who is supposed to meet with him next week.*

Overlook Park:

- We have 2 bookings for July.
- Villers Advanced Electric installed a light switch in the kitchen of the main pavilion.
- The baseball dirt was delivered and spread.
- We added wood chips to the playground.
- We are having trouble finding someone to resurface the tennis and basketball courts.

Community House/Parks Discussions – Any discussion was held during each section.

Cemetery

- We had 2 cremation burials to dig in the last 2 weeks.

Cemetery Discussion – Any discussion was held during each section.

Old Business

- A. Troy agreement – An agreement has been worked out, and some changes have been made. Joyce Peters passed out the agreement to the other trustees. She said that the two fire departments have been working on blending since 2007. They never made a mutual aide agreement because it would be a state agreement. Both townships have agreed to have the current agreement, especially when it comes to the soft billing of residents, which Joyce Peters read aloud. Joyce Peters passed the blending notes to the other trustees.
- B. Gazebo painting – Joyce Peters thinks that it is done. Lance Portman said that it's at least halfway done.
- C. Kitchen upgrade – The schedule is all set. Lance Portman will contact Lynn Schiffbauer. Henry Duchscherer needs to contact Fisher Flooring. The start date is August 4th.
- D. Juneteenth – The Road Department employees decided that they would like to use it the Friday before Labor Day. It will have to start next year. Joyce Peters asked if they still need to come in if there are emergencies. Lance Portman said, "Yes." Resident Brandon Reed asked if the full-time employees were compensated if they had to come in extra. He was told that they are paid time and a half.
- E. ADP – Joyce Peters communicated with Frank Antenucci and will meet with him to see what to do to move forward since the grants have been put on hold. Joyce said that we need eleven computers (laptops). Their initial count was that we needed eight computers and office set-up for about \$15,000.00. There are also new edicts coming down from the state for computer/IT security.
- F. Solar panels – Henry Duchscherer said that there are four inverters to replace, and it will cost about \$600.00 for the labor to replace them. The township only makes about \$1,500.00/year from the solar panels. After a brief discussion, it was determined that the trustees are going to have to come to a decision as to whether or not they're going to keep the solar panels.

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

New Business

Warning siren – Joyce Peters brought up the question of if Parkman Township needed a warning siren in light of all the tragedies that have happened. After some discussion, it was found that a siren is expensive to obtain and maintain (they are maintained by the township.) Resident Brandon Reed said that the Sheriff's Office can activate the siren for free. It was also decided that most people have cell phones to warn them of severe weather or any other reason that they would need to be warned to take cover from outside, and a warning siren wouldn't be feasible.

New Business Discussion – Any discussion was held during each section.

Public Comment

- Roger Anderson said that he has three American flags in his basement and is asking if the trustees want to clean them or have them destroyed at the Air Force base. Roger suggested having one of them as an emergency back-up flag. He also suggested not buying polyester again, but to instead buy nylon.

Adjournment: Lance Portman motioned to adjourn the meeting at 7:55 p.m. Henry Duchscherer seconded, all yes. Meeting adjourned.

Next Regular meeting on August 5th, 2025, starting at 7:00 p.m.

Meeting Minutes prepared Stacey Urbanowicz, Administrative Assistant

Meeting Minutes submitted by Denise Villers, Fiscal Officer.

Meeting Minutes Approved by


