

PARKMAN TOWNSHIP TRUSTEES  
Regular Meeting of January 3, 2012

The regular meeting of the Parkman Township Trustees was called to order at 7:30 p.m. In attendance were Trustees-Kevin O'Reilly, Patrick Joyce, and Nancy Ferguson, Fiscal Officer-Nancy Wheelock, Secretary-Renee Patry, Jon Ferguson, Roger Hanna, Joyce Peters, Wayne Komandt, Tom Evers, Debbie Wilson, Alan Wilson, Scott Simms, Courtney Sanders, Elizabeth Sanders, Paul M. Komandt, Mark Porter, Chuck Rought, Sandy Rought, John Augustine, and Virginia Bell. The Pledge of Allegiance was recited and an agenda was distributed.

Oath of Office

The Fiscal Officer gave the Oath of Office to Patrick Joyce for his new 4-year term in office as a Parkman Township Trustee, effective January 1, 2012. An OTARMA Public Officials Bond was presented for signature. Pat signed the bond as principal and his signature was witnessed.

Approval of Minutes

A motion was made by Nancy and seconded by Pat to waive the reading of the December 20, 2011 regular meeting minutes and to approve the same. (Resolution No. 12-01) Motion carried unanimously.

A motion was made by Nancy and seconded by Pat to waive the reading of the December 28, 2011 emergency meeting minutes regarding the sale of the Solar Renewable Energy Credits. (Resolution No. 12-02) Motion carried unanimously.

Re-Organization

Nancy made a motion, seconded by Pat, to appoint Kevin O'Reilly as the Parkman Township Board of Trustees Chair for 2012. (Resolution No. 12-03) Motion carried unanimously.

Pat moved, seconded by Kevin, to appoint Nancy Ferguson as Vice-Chair of the Parkman Township Board of Trustees for 2012. (Resolution No. 12-04) Motion carried unanimously.

Nancy made a motion, seconded by Pat, to appoint Dale Komandt as the Cemetery Sexton and Tom Evers as the Assistant Cemetery Sexton. (Resolution No. 12-05) Motion carried unanimously.

A motion was made by Pat and seconded by Nancy to follow the same holiday schedule as set by the Geauga County Engineer for the Parkman Township Road Department. (Resolution No. 12-06) Motion carried unanimously.

Nancy made a motion, seconded by Pat, to follow the guidelines for public meetings per ORC 121.22 as amended and enacted on Resolution No. 187, dated December 17, 1985. (Resolution No. 12-07) Motion carried unanimously.

Nancy made a motion, seconded by Pat, to pay the Parkman Township Fire Chief an annual salary of \$5,000.00 in 2012, to be paid equally on a quarterly basis. (Resolution No. 12-08) Motion carried unanimously.

A motion was made by Nancy and seconded by Pat to pay the Parkman Township EMT Advisor an annual salary of \$1000.00. (Resolution No. 12-09) Motion carried unanimously.

Nancy moved, seconded by Pat, to appoint John Hasman as interim Parkman Township Zoning Inspector. (Resolution No. 12-10) Motion carried unanimously.

Nancy moved, seconded by Pat, to pay the Zoning Inspector a monthly salary of \$275/month plus \$20.00/month for mileage reimbursement. (Resolution No. 12-11) Motion carried unanimously.

Nancy made a motion, seconded by Pat, to pay the Zoning Secretary on a quarterly basis at \$11.00/hour. (Resolution No. 12-12) Motion carried unanimously.

Parkman Township's policy is to mirror the Internal Revenue Service mileage allowance presently in effect. Nancy made a motion, seconded by Pat, to reimburse out of Township business at the IRS rate. The IRS rate for business miles beginning January 1, 2012 is \$0.55.5/mile. (Resolution No. 12-13) Motion carried unanimously.

A motion was made by Nancy and seconded by Pat to pay the Parkman Township Board of Trustees by the method of salary in 2012. (Resolution No. 12-14) Motion carried unanimously.

A motion was made by Nancy and seconded by Pat to appoint Tom Evers as the Parkman Township Road Department Superintendent. (Resolution No. 12-15) Motion carried unanimously.

Pat moved, seconded by Kevin, to re-enact the brine resolution of May 15, 1985 for brine application on Parkman Township roads and designate Northeast Oilfield Services as Parkman Township's brine hauler. (Resolution No. 12-16) Motion carried unanimously.

A motion was made by Pat and seconded by Nancy to re-appoint Deborah Wilson as an alternate member on the Parkman Zoning Commission Board for a five-year term, expiring on January 1, 2017 and re-appoint Renee Patry as a member on the Parkman Zoning Commission Board for a five-year term, expiring on January 1, 2017. (Resolution No. 12-17) Motion carried unanimously.

A motion was made by Nancy and seconded by Pat to re-appoint Betty Jo Lengel as a member on the Board of Zoning Appeals for an additional 5-year term, expiring on January 1, 2017. (Resolution No. 12-18) Motion carried unanimously.

A motion was made by Nancy and seconded by Pat to appoint Jerry Jacobs as a member of the Zoning Board of Appeals for a 5-year term, expiring on January 1, 2017. (Resolution No. 12-19) Motion carried unanimously.

A motion was made by Nancy and seconded by Pat to re-appoint Renee Patry as Township Secretary. (Resolution No. 12-20) Motion carried unanimously.

#### Correspondence

- Geauga County Commissioners - Job opening, Transit driver part-time.
- Health District Advisory Committee - Appointment of representatives from the Township to the Committee. A motion was made by Nancy and seconded by Pat to appoint Kevin O'Reilly as representative to the Health District Advisory Committee with Patrick Joyce as alternate. (Resolution No. 12-21) Motion carried unanimously

Nancy Ferguson  
K.O. NW  
1/17/12

## Departmental Reports

- Fiscal Officer
  1. Fire Dependents' Fund Board -Ed Wilson and Paul M Komandt were elected to the Volunteer Fire Fighters' Dependents Fund Board by the Parkman Township Fire Department. A motion to appoint Rod Zeigler and Dave Smith as the Parkman Township Board of Trustees representatives to the 2012 Volunteer Fire Fighters' Dependents Fund Board was made by Nancy and seconded by Pat. (Resolution No. 12-22) Motion carried unanimously.
  2. Appropriation Transfer - A motion to transfer \$450 dollars from Account #1000-110-599-0000 (Other Expenses) to Account #1000-220-212-0000 (Social Security) was made by Pat and seconded by Nancy. (Resolution No. 12-23) Motion carried unanimously.
  3. Designated Employer Representative to the Geauga County Drug and Alcohol Consortium Committee - A motion to appoint Kevin as the Designated Employer Representative to the Geauga County Drug and Alcohol Consortium and appoint Pat as alternate was made by Pat and seconded by Nancy. (Resolution No. 12-24) Motion carried unanimously.
- Fire Department
  1. Call Report - There was a total of 330 calls in 2011.
  2. Fire Department Informational Packet – Fire Chief, Wayne Komandt distributed an informational packet to each Trustee. The packet includes information on budget, staffing and other options.
- Road Department
  1. Signs - There is a new Federal rule that requires agencies to establish and implement a sign management method to maintain minimum levels of sign retro-reflectivity. It requires a compliance date for regulatory, warning, and ground-mounted guide signs of January 2015 and overhead guide signs and street name signs by January 2018. A motion to follow a blanket replacement program for signs to be in compliance with Federal rule was made by Pat and seconded by Nancy. (Resolution No. 12-25) Motion carried unanimously.
- Cemetery
  1. Cemetery Deeds - Cemetery deeds were signed for Pasquale Fasulo and Rosemary Fasulo by the Board of Trustees.

## Old Business

- Shedd Road - There is no updates regarding the Shedd Road project to date.
- Troy/Parkman Fire Department Meeting - A meeting was held at Troy Township on December 27, 2011. Representatives from Parkman Township and Troy Township as well as both Fire Departments were in attendance. The meeting was held to discuss shared staffing. Fire Chief, Wayne Komandt said that at this time Troy is not interested in any kind of joint staffing. Troy has been doing daytime staffing at their fire station and they are comfortable with the arrangement. They would like to continue the positive working and blending arrangement they have had with the Parkman Fire Department. Wayne noted the informational packet with suggestions regarding staffing, and asked what direction the Trustees would

like to go on this issue. He suggested they review the packet information to discuss at the next meeting. There was discussion about staffing options. A four Township district was suggested by John Augustine and this option was discussed. Al Wilson suggested the Trustees let the voters decide by placing a levy on the ballot to pay for staffing needs. The Trustees will read and review the informational packet. The Board agreed, for the sake of the residents, they need to address daytime staffing. Wayne advised that he was available to address any questions they may have on the material before the next meeting.

- Road Department Position -Interviews for the open Road Department position were held on December 28, 2011 and December 29, 2011. The Board mentioned they had several good candidates. A motion to hire Eric Matthews as the part-time Road Department employee at \$15.00/hour was made by Pat and seconded by Nancy. (Resolution No. 12-26) Motion carried unanimously. The Fiscal Officer will send Eric Matthews the necessary documents to begin employment
- Community House Updates - Pat suggested the Board post-poner updating the bathrooms until the money comes in from the Solar Renewable Energy Credits. This could be used to improve the bathrooms. He suggested that there may be enough funds to totally update the whole bathroom, not just the sinks and counters. Nancy said she would have the quotes for the carpeting and curtains for the downstairs Community House at the next meeting.
- Cemetery Contract – The Board advertised for bids and this will be addressed at the next meeting.
- Fire Truck Bid Specifications -The bid specifications were emailed to the Trustees for review after corrections had been made per the Geauga County Prosecutor. Fire Chief, Wayne Komandt asked the Trustees if they had any questions. John Augustine questioned some items on the specifications. He also questioned the need for a custom pumper as opposed to a commercial pumper. His concerns were discussed. A motion to advertise for bids to purchase a new pumper truck was made by Nancy and seconded by Pat. (Resolution No. 12-27) Motion carried unanimously. Wayne will send a notification to about 20 companies who may be interested in requesting a bid packet.
- Zoning Inspector Position -Pat sent the ad and job description to the Geauga County Prosecutors Office for review and approval for the zoning inspector position and has not received it back. The Board decided to place the ad as written for applications due by January 30, 2012. John has agreed to continue as an interim Zoning Inspector until January 31, 2012. Kevin will check with John to see if he would stay on as the Interim Zoning Inspector until mid-February. The Board hopes to appoint a new zoning inspector at their first meeting in February.

#### New Business

- Tire Recycle/Trash Day - Pat asked if the Board would like to hold the Tire Recycle and Trash Day again this year. The Board's consensus was favorable. Nancy suggested more advertising would be beneficial. The Parkman newsletter comes out in February and it was suggested a note be placed in the newsletter to notify the residents.
- Fire Department Safety - Joyce Peters noted that the Parkman Fire Department is important to maintaining the safety of the residents. She feels they should have the proper equipment to respond to the need of the Community and to maintain the safety of the Fire Department members as well.

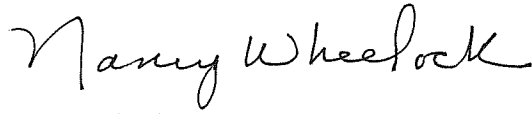
#### Approval of Bills and Wages

A motion was made by Nancy and seconded by Pat to pay the bills and wages from warrant #18601 through warrant #18626. (Resolution No. 12-28) Motion carried unanimously.

Adjournment

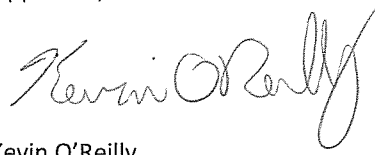
A motion was made by Pat and seconded by Nancy to adjourn the meeting at 8:48 p.m. (Resolution No. 12-29)  
Motion carried unanimously.

Respectfully submitted,



Nancy Wheelock  
Fiscal Officer

Approved,



Kevin O'Reilly  
Chair