PARKMAN TOWNSHIP TRUSTEES
Regular Meeting of March 20, 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, Cynthia C. Casto, Paul M. Komandt, Courtney Sanders, Lucinda Sharp-Gates, Alan Wilson, Debbie Wilson, Linda Jacobs, Jerry Jacobs, John Spelich, Elizabeth A. Komandt, Tom Evers, Joyce Peters, Dawn Peckman, Kathleen Preston, Alan Preston, Joan Dillon, Cindy Gazley, Wayne Komandt, Dave Fuhry, Don Villers, Scott Villers, John Hasman, John Augustine, and Wendy Anderson. The Pledge of Allegiance was recited and an agenda was distributed.

Approval of Minutes

A motion was made by Pat and seconded by Nancy to waive the reading of the March 6, 2012 regular meeting minutes and to approve as amended. (Resolution No. 12-71) Motion carried unanimously.

Correspondence

- Excalibur Exploration - A royalty check from Excalibur Exploration was received in the amount of $698.85.
- Ohio Department of Job and Family Services - Notice regarding unemployment information for Deborah Hershberger.
- Ohio Township Association - Letter with survey for Trustees to complete.
- Able Security - Notice informing the Township that Able Security who provides monitoring services for the Township buildings will be merging with another company, Gilmore Security Systems.
- Konica Minolta Business Solutions - Maintenance agreement for the copy machine at the Township office. The original maintenance contract was for labor, transportation cost, replacement parts and toner for the duration of a year with a volume of 12,000 copies at a cost of $407.16. The Township uses less than 12,000 copies per year. A new agreement for the same maintenance service, but a reduction in the volume of copies to 10,000 per year at a cost of $339.30 was submitted to the Board. A motion to enter into a maintenance agreement with Konica Minolta Business Solutions at a cost of $339.30 for one year was made by Nancy and seconded by Pat. (Resolution No. 12-72) Motion carried unanimously.

Requested Speakers

- Linda Jacobs - Linda Jacobs asked the Board to allocate $10,000 dollars to the fire department from the estate tax revenue the Township will receive from the estate of her father, James Soltis. Linda stated her father had requested that a portion of the estate tax be used for the fire department. Kevin explained that after an estate tax settlement, the tax funds are distributed to the Township and must be placed in the General Fund as required by law. The Trustees can then allocate the funds where needed. The Trustees will attempt to honor this request. The estate tax revenue has not been received to date. Kevin expressed appreciation to the Jacobs family on behalf of the fire department and Parkman Township.

Departmental Reports

- Fiscal Officer

  1. Bank Reconciliation - The Fiscal Officer presented the February 2012 Business Now Checking Account bank statement and reconciliation report for review and approval. Nancy made a motion, seconded by Pat, to approve the February reconciliation report as presented. (Resolution No. 12-73) Motion carried unanimously.

  2. Fire Department Ambulance Title - The Fiscal Officer informed the Board that Life Force Management had requested a copy of the title for the fire department ambulance. After reviewing the records, the Fiscal Officer found that the Township had a Certificate of Origin for a Vehicle, but did not have a copy of the title. Fire Chief, Wayne Komandt will check to see if the company the vehicle was purchased from has a copy, or if the Township needs to obtain a title from the Geauga County Title Bureau.

- Fire Department

  1. Cadet Program - The fire department is working on forming a cadet program to encourage future volunteers for the fire department. The Fire Chief has presented the Trustees with information via email for their review of this program.

- Road Department

  1. Stolen Signs and Posts -- Road Superintendent, Tom Evers reported that two stop signs and one speed limit sign have been taken.

- Cemetery

  1. Cemetery Maintenance - Nancy reported that Cemetery Sexton, Dale Komandt would like permission to roll the Overlook Cemetery lawn and the Overlook Park lawn using his ATV. The Board approved his request.

- Zoning Department

  1. Zoning Report – Zoning Inspector, John Spelich reported that he is working on several permits and following up on a couple of complaints.

Old Business

- Shedd Road Project - Tom Evers advised that Middlefield Township and Parkman Township have received 5 bids for tree and stump removal along the road right of way on Shedd Road. The trees must be removed before April 1st, so the nesting of the Indiana brown bat is not disturbed. Middlefield Township suggested the lowest bid be accepted. All bids included tree removal, chipping and stump grinding. The following bids were received:

Bidder	Parkman	Middlefield	Parkman East	Total
JET Lumber	$ 13,750.00	$5,000.00	included	$18,750.00
Countryside Tree Service	$ 7,600.00	$3,500.00	$ 2100.00	$13,200.00

H&H Land Clearing	$ 10,000.00	$ 6,500.00	$ 3,000.00	$19,500.00
VanCuren Tree Service	$ 13,850.00	$ 5,900.00	$ 2,700.00	$ 22,450.00
Morningstar Tree Service	$ 12.075.00	$ 8,400.00	$ 3,300.00	$ 23,775.00

Tom noted that Countryside Tree Service has the required insurance coverage and is prepared to start work immediately. The cost would be a total of $13,200.00. Middlefield Township would be responsible for $3500 and Parkman would be responsible for $9700. A motion to accept the Countryside Tree Service bid for removal of trees on Parkman Township's side of Shedd Road at a cost of $9700.00 was made by Nancy and seconded by Pat. (Resolution No. 12-74) Motion carried unanimously.

- Fire Truck Purchase - Fire Chief, Wayne Komandt supplied the Trustees with the information they requested in regards to estimates on the cost of refurbishing the old truck and the cost of a commercial pumper on state bid. Kevin stated a comparable state bid pumper was not a lower cost than the bids obtained, and refurbishing the old truck is not a practical option. John Augustine informed the Board that he had obtained an estimate from an Ohio company for a pumper truck for $290,000. Kevin expressed appreciation in John's research, but pointed out that this bid is not comparable to the bids received previously. Don Villers asked when the emergency squad replacement is expected, and if there will be funds available. He expressed his concern since the Township uses the emergency squad more frequently than the pumper truck. Kevin replied the squad is due for replacement in 2015. The cost of a new squad is estimated in the budget and should be covered if the daily operational cost does not increase. Also, he noted that because this truck is a rescue pumper, it will be used for auto accidents as well as fires. Pat asked Nancy if she had concerns about the cost of the truck with the possibility of daytime staffing and keeping within the budget. Nancy expressed concern over spending any funds, but after looking at the numbers and the fire department's budget plan, she was comfortable with making the fire truck purchase. A motion to follow the recommendation of the fire department and award the bid to KME Fire Apparatus for $405,428.00 with a payment of 90% at contract signing, 10% payment upon delivery as well as the trade-in of the 1996 KME fire truck was made by Kevin and seconded by Pat. (Resolution No. 12-75) Motion carried unanimously.

New Business

- Mowing – Bids were reviewed for a potential contract for lawn mowing of Township properties. The bids received were as follows:

  Hauser Landscaping $1200/cut ($4800/month)

  S&S Landscaping $20,800/season (April 1, 2012 through November 15, 2012) This includes leaf removal in the fall and trash pick up before mowing.

  John's Country Nursery $20,260/2012 season.

  There was discussion as to the cost of hiring summer help. After adding in the cost of fuel, workers compensation, benefits, maintenance of equipment, and labor, it was decided that the cost of contracting out would be comparable to hiring summer help. A motion to award the bid for lawn mowing and ground care of Parkman Township's properties to S & S Landscaping in the amount of $20,800.00 for the 2012 season was made by Nancy and seconded by Pat. (Resolution No. 12-76) Motion carried unanimously.

- Owen Road - Cynthia Casto asked the Board to make a request formally to the Geauga County Engineer's office for a long range plan for the maintenance of Owen Road. She cited problems with wash outs and deep ditches. Nancy mentioned she had walked the road to observe these problems and said the Geauga County Engineer's office would require the Board of Trustees to make a formal resolution to request a plan. Nancy will draft a resolution to present to the Board at the next regular meeting.

Approval of Bills and Wages

A motion was made by Pat and seconded by Nancy to pay the bills and wages from warrant #18767 through warrant #18783. (Resolution No. 12-77) Motion carried unanimously.

Adjournment

A motion was made by Nancy and seconded by Pat to adjourn the meeting at 8:25 p.m. (Resolution No. 12-78) Motion carried unanimously. The meeting adjourned to a reception honoring Nancy Wheelock for her 24 years as Parkman Township's Fiscal Officer and John Hasman for his 16 years as Parkman Township's Zoning Inspector.

Respectfully Submitted,

Nancy Wheelock

Nancy Wheelock
Fiscal Officer

Approved,

Kevin O'Reilly

Kevin O'Reilly
Chair