

PARKMAN TOWNSHIP TRUSTEES

Regular Meeting of June 5, 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-Joyce Peters, Secretary-Renee Patry, John Spelich, Roger Hanna, Jon Ferguson, Tom Evers, Debbie Wilson, Paul M. Komandt, Courtney Sanders, and Wendy Anderson. The Pledge of Allegiance was recited and an agenda was distributed.

Approval of Minutes

A motion was made by Nancy Ferguson and seconded by Patrick Joyce to waive the reading of the May 15, 2012 regular meeting minutes and to approve the same. (Resolution No. 12-120) Motion carried unanimously.

Correspondence

- Geauga County Township Association-Notice of meeting on July 11, 2012 at Middlefield Fire Department, hosted by Huntsburg Township. Kevin O'Reilly, Joyce Peters and Nancy Ferguson will attend.
- Ohio EPA-Reminder notice for water test for Community House. Tom Evers will follow up.
- Gilmore Security-Request for update on call list for Fire Department and Garage. Tom Evers will update the list.
- Geauga County Engineer Office-Ballot for Ohio Public Works Board. Board of Trustees can vote for 3 persons to be members of the board that decide which road projects are granted Ohio Public Works funds.
- Ohio Department of Transportation Survey-Patrick Joyce and Tom Evers will complete.
- AT & T-Letter offering to purchase cell tower rights.
- Geauga County Board of Commissioners-Job posting for part-time attendant Pleasant Hill.
- Grassroots Newsletter-Update on changes to sign replacement requirements and hazard safety data sheets standard changes. Joyce Peters is going to subscribe to the eNewsletter and forward to the Trustees and other department heads.
- Ohio Planning and Zoning Handbook-Book given to John Spelich-Zoning Inspector.

Requested Speaker

Nancy Ferguson read a tribute to Ed Wilson, Parkman resident and Fire Department member who passed away recently. The Tribute was signed by the Trustees and a copy will be given to the family and Fire Department.

Departmental Reports

- Fiscal Officer

1. Job and Family Services-Telephone Unemployment Hearing June 6, 2012 for an appeal of a denied unemployment claim. Kevin O'Reilly will attend.
2. Ohio Department of Administrative Services-Request for a resolution for cooperative purchasing. There is no annual fee prior to use. These services have been used in the past for discounted purchases of Ford Truck, Freightliner, backhoe, and tires. A motion for cooperative purchasing with Ohio Department of Administrative Services when needed was made by Nancy Ferguson and seconded by Patrick Joyce. (Resolution No. 12-121) Motion carried unanimously.
3. Fund Distribution- Joyce Peters distributed funds status report, appropriations report and income receipt reports to the Parkman Trustees for their review.
4. Township Computers-Joyce Peters-Fiscal Officer received an invoice from Mr. Dean for computer upgrades over the amount approved by 165.93 dollars. John Spelich will check with Mr. Dean to review the invoice.
Joyce Peters-Fiscal Officer received an invoice from Mr. Dean for 590 dollars for a desktop computer for the Fire Department. The purchase of a computer for the Fire Department out of the general fund was discussed at the prior meeting; an amount had not been approved. The Trustees took responsibility for the miscommunication. The Fiscal Officer reminded the Board and Departments that purchases require approval in advance. A motion to purchase a desktop computer from Dean Consulting for 590 dollars was made by Nancy Ferguson and seconded by Patrick Joyce. (Resolution No. 12-122) Motion carried unanimously. A Then and Now Purchase order will be prepared. Joyce Peters received a quote for a wireless router, battery, and hard drive backup system. A motion to purchase a wireless router, battery, and hard drive backup system including installation from Dean Consulting for 155.00 dollars was made by Nancy Ferguson and seconded by Patrick Joyce. (Resolution No. 12-123) Motion carried unanimously.
5. Annual Budget-A public hearing for the 2013 Annual budget was set for July 3, 2012 at 8:00 p.m. at the Parkman Community House. A notice will be placed in the Geauga Maple Leaf and the Good news.
6. Request for Advance of Taxes-Joyce Peters presented the request for advance of real estate taxes from the Geauga County Auditor. A motion was made to request the advance of taxes on the dates set by the Geauga County Auditor on July 6, 2012 and July 13, 2012 by Nancy Ferguson and seconded by Patrick Joyce. (Resolution No. 12-124) Motion carried unanimously.

- Fire Department

1. Maintenance and cleaning-The Fire Department is being cleaned, and molding replaced.
2. Service for Ed Wilson-Service for Ed Wilson will be on Saturday June 9, 2012.

- Road Department
 1. Road Maintenance-Tom Evers-Road Superintendent reports that they have been working on preparing Shedd Road for paving, and have received some dust complaints.

- Cemetery
 1. Veterans Markers- The VFW requested the flags marking the veterans be removed 1-2 weeks after Memorial Day so they can be reused next year.
 2. Parkman Trustee Work Session-A Work Session will be scheduled for 7:00 p.m. June 19, 2012 at the Parkman Community House to discuss Cemetery responsibility. Kevin O'Reilly will notify the paper.
 3. Deeds-Cemetery deeds were signed for Holly C. Owens, Thelda M. Owens, William Anderson, and Anne M. Anderson.

- Zoning Department
 1. Property Classification-A request for property classification was received for 16009 McCall Road.
 2. Planning Commission-Email about proposed amendment to the county sub-division regulations. The proposal is to ensure that all proposed lot consolidations are submitted to the Planning Commission for review prior to submittal to the county auditor or Recorder.
 3. Pre-applications-The following pre-applications have been submitted: House on Clair Miller property 528 and Nash Road, garage 17850 Bradford Road, addition to a house at 17701 Hosmer Road and addition to existing building at Byler seed and Hardware on Nash Road.
 4. Miller to Weaver appeal will be heard by the Board of Zoning Appeals in July or August.
 5. Accessory Building-The Board asked for follow up with Mast property on Shedd Road regarding person living in accessory building. The Zoning Inspector reported he was waiting for information from Health Department related to septic issue. John Spelich will consult with the Geauga County Prosecutor related to Parkman Township Zoning violation.

Old Business

- Shedd Road-Tom Evers-Road Superintendent reported that the Geauga County Engineers office would be sending the Easement Documents this week. The Road Department has been hauling dirt and clay to prepare the road for paving. Nancy Ferguson requested that Tom Evers keep track of hours worked on the Shedd Road project in order to track the cost for this project.

- Owen Road-Nancy Ferguson reported that she has sent email to follow up with Geauga County Engineer Office in regards to a request for a plan for improvement to Owen Road. There has been no response at this time.
- Windstream Service Upgrade-Nancy Ferguson contacted Windstream in regards to a question of the cost of upgrading internet service to Township Computers. There was a question of the cost being per line or a combined cost for all lines. The cost quote was for one line. It was decided not to pursue this at this time.
- Road Department Vacancy-Tom Evers-Road Superintendent recommended the Board hire Joseph Rager for the part-time road department position. A motion to hire Joseph Rager part-time road department at 14.50 dollars an hour with hours not to exceed 24 hours per week was made by Patrick Joyce and seconded by Nancy Ferguson. (Resolution No. 12-125) Motion carried unanimously. There will be a performance review in 6 months.
- Upstairs floor- Wendy Anderson reported that the upstairs floor of the Community House has been sanded and polyurethane applied.
- Trash Day-Patrick Joyce reported that Trash Day is all set for June 9, 2012 at the Community House from 8:00 a.m. until 12:00 noon. Wholesale Tire from Warren will be removing the tires.
- Memorial Day-Kevin O'Reilly reported that the Memorial Service went well. Tom Evers reported that he received a complaint from the VFW about lack of traffic control. This was discussed and it was noted that the Sheriff department was notified but may have been held up late at another event.
- Flower Boxes-Renee Patry reported that the flower boxes have been planted.
- Sign –Patrick Joyce obtained an estimate for a new sign for in front of the Community House. The estimate was 4 to 5,000 dollars. Wendy Anderson reported that Scott Villers from Villers Electric checked the existing sign to see about lighting it. The wiring would have to be totally replaced. She also suggested consulting with the Parkman Chamber about the purchase of a new sign.
- Public Works Pre-Application-The two roads chosen for the pre-application for Ohio Public Works projects for next year were discussed. It was decided to put Newcomb Road- Patch to Shedd for first choice and Owen Road for second choice.

New Business

- Car Pooling- Debbie Wilson reported that in regards to insurance coverage the Township had three options in regards to parking cars at the Community House for carpooling. The first option is to put up a sign Community House Parking only; second option-don't give permission but let them know they can park at their own risk; and third option-designated location for parking and they must sign a park at your own risk form. These options were discussed and it was decided to use option two.

- Road Levy-A motion was made by Patrick Joyce and seconded by Kevin O'Reilly to adopt a 1.5 mill renewal road levy resolution to the Geauga County Auditor office to certify the total current tax valuation. (Resolution No. 12-126) Vote as follows: Kevin O'Reilly-yes, Patrick Joyce-yes and Nancy Ferguson-yes.

Approval of Bills and Wages

A motion was made by Nancy Ferguson and seconded by Patrick Joyce to pay the bills and wages from warrant # 18939 through warrant #18986 (Resolution No. 127) Motion carried unanimously.

Adjournment

A motion was made by Patrick Joyce and seconded by Kevin O'Reilly to adjourn the meeting at 9:39 p.m. (Resolution No. 12-128) Motion carried unanimously.

Respectfully Submitted,

Approved,

Joyce Peters

Kevin O'Reilly

Fiscal Officer

Chair