

PARKMAN TOWNSHIP TRUSTEES

Regular Meeting of December 18, 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, Jon Ferguson, Sandy Rought, Blaine Chalker, Betty Chalker, Alan Wilson, Debbie Wilson, Tom Evers, Stacey Raymond, Ann Wishart, Paul Nalepa, Alan Preston, Paul M. Komandt, Josh Brown, Tommy Baril, Greg Shemitz, Paul W. Komandt, Courtney Sanders, Joan Dillon, and John Augustine. The Pledge of Allegiance was recited and an agenda was distributed.

Approval of Minutes

A motion was made by Patrick Joyce and seconded by Nancy Ferguson to waive the reading of the December 4, 2012 regular meeting minutes and to approve the same. (Resolution No. 12-266) Motion carried unanimously.

Guest Speaker

- Paul Nalepa-Mr. Nalepa submitted an application for appointment to the Parkman Zoning Commission in response to an ad for vacant positions on the Board of Zoning Appeals and Zoning Commission. Mr. Nalepa told the Board that he has been a resident of Parkman for 13 years. He was previously a grocery store owner and had served on a Zoning Board in Fowler, Ohio where he has had experience in updating Zoning Regulations. There are open alternate positions on Board of Zoning Appeals and Zoning Commission. The Board asked Mr. Nalepa which Committee he would be interested in, and he indicated a preference for the Zoning Commission only. Mr. Jerry Jacobs had submitted a request to change from alternate of the Board of Zoning Appeals to the Zoning Commission. The Board decided to advertise for open alternate positions to Board of Zoning Appeals and to ask Mr. Jacobs to remain as an alternate on that Board at this time. A motion to appoint Mr. Paul Nalepa as first alternate to the Zoning Commission was made by Nancy Ferguson and seconded by Patrick Joyce. (Resolution No. 12-267) Motion carried unanimously.

Correspondence

- Fire Dependent Fund Board-Letter for yearly appointments of 2 persons to the Fire Dependent Fund Board. The Board will make the appointments at the January 7, 2013 meeting.
- Geauga County Planning Commission-schedule for 2012
- Geauga Township Association Dinner-The dinner will be in Hambden January 9, 2013. Kevin O'Reilly will attend and Nancy Ferguson may attend.
- Gary List-Report of Community House solar energy production for the 2012 year. The report indicated that there was a 1534.06 dollar savings on electricity for the year. The Township also has

12 REC's (renewable energy credits), which can be sold. There is a bid for purchase of the REC's for 50 dollars each REC. After some discussion a motion was made by Patrick Joyce and seconded by Kevin O'Reilly to ask Gary List to sell the 12 REC's for 50 dollars a REC (Resolution No. 12-268) Motion carried unanimously. Patrick will contact Gary List.

- Geauga County Board of Commissioners-Job Postings-Home Health Care Specialist and Director of Department on Aging
- Biosolutions Lab-results of Community House water testing which was negative.
- Ohio Township Association Insurance-The reserve fund has not had to be used so distribution of these moneys will be done on the Township Insurance anniversary date. The amount of distribution is unknown.

Departmental Reports

- Fiscal Officer
 1. Cemetery Deeds-Cemetery Deeds were signed for Andy Weaver, and Betty Weaver.
 2. Report Distribution-Fund status, appropriation status and revenue reports were distributed to the Parkman Township Trustees.
 3. Bank Reconciliation-A motion was made by Nancy Ferguson and seconded by Patrick Joyce to approve the November 2012 reconciliation report from the Business Now Checking Account as presented. (Resolution No. 12-269) Motion carried unanimously.
 4. End of the year purchase order and payment approval:
 - a. A motion was made by Nancy Ferguson and seconded by Patrick Joyce for 1800 dollars to Kauffman tire for tires rescue squad. (Resolution No. 12-270) Motion carried unanimously.
 - b. Light repair of small truck 100 dollars to Concord Road Equipment.
 - c. A motion was made by Nancy Ferguson and seconded by Patrick Joyce for parts for rescue squad repair in the amount of 2769.25 dollars to Preston Motors. (Resolution No. 12-271) Motion carried unanimously.
 - d. A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly for parts for repair of the 550 road department truck in the amount of 920 dollars. (Resolution No. 12-272) Motion carried unanimously.
 - e. A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly for 550 Truck repair in the amount of 1020 dollars to Valley Trucks. (Resolution No. 12-273) Motion carried unanimously.

- f. A motion was made by Nancy Ferguson and seconded by Patrick Joyce for rescue squad repair in the amount of 3029.12 to Countryside Truck Service. (Resolution No. 12-274) Motion carried unanimously.
 - g. Parts for the Gradal in the amount of 50 dollars to Napa Auto Parts.
 - h. Parts for Road Department in the amount of 50 dollars to Western Reserve Farm Cooperative.
 - i. A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly for 323.92 dollars for Treasurer of State for UAN training for fiscal Officer December 10, 2012. (Resolution No. 12-275) Motion carried unanimously.
 - j. Light repair at the garage in the amount of 300 dollars to Villers Electric.
 - k. Legal Ad for Zoning Board of Appeals in the amount of 50 dollars to Geauga Maple Leaf.
 - l. A motion was made by Nancy Ferguson and seconded by Patrick Joyce for repair of tanker in the amount of 500 dollars to Countryside Truck Service. (Resolution No. 12-276) Motion carried unanimously.
 - m. A motion was made by Nancy Ferguson and seconded by Patrick Joyce for repair of air compressor 550/L8000 in the amount of 1600 dollars. (Resolution No. 12-277) Motion carried unanimously.
5. Life Force Management-Collection request authorization-A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to send the account of Jonathan Belicic to collection for the amount of 610 dollars. (Resolution No. 12-278) Vote as follows: Nancy Ferguson-yes, Kevin O'Reilly-yes, and Patrick Joyce-abstain. Patrick Joyce would like to consult with Life Force Management with some questions in regards to approval for collection requests. Motion carried.
- A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to send the account of Anthony Presby for collection. (Resolution No. 12-279) Vote as follows: Nancy Ferguson-yes, Kevin O'Reilly –yes and Patrick Joyce-abstained. Motion carried.
6. Appropriation Transfer-A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to transfer 128.87 dollars for withholding for Fire Department Stipend. (Resolution No. 12-280) Motion carried unanimously.
7. Appropriation of Revenues-A motion was made by Nancy Ferguson and seconded by Patrick Joyce to appropriate the following revenues which have been certified by the Geauga county Budget Commission as available to Parkman Township:
- General Fund: 1000-110-599 Other Expenses 1,765.17 dollars
 - Gasoline Tax Fund: 2021-330-599-Other Expenses 7,631.02 dollars
 - Motor Vehicle Tax Fund: 2011-330-599-Other Expenses 650.43 dollars
 - Road and Bridge Fund: 2031-330-599-Other Expenses 4284.55 dollars
 - Cemetery Fund: 2041-410-599-Other Expenses 150.00 dollars
 - Special Levy Fire Fund: 2191-220-599-Other Expenses 1361.44 dollars

Special Levy Road and Bridge Fund: 2192-330-599-Other Expenses 1058.80 dollars
Fire and Rescue Fund: 2281-230-599-Other Expenses 2546.96 dollars
(Resolution No. 12-281) Motion carried unanimously.

- Fire Department
 1. CGS-Letter for Life Force Management was forwarded to Brenda Kowe. It is a normal request for information to update files.
 2. Grant Writing-Class was attended last weekend and great information was obtained for writing of grants for Fire Department.
 3. Ohio State Training and Equipment Fund-The Fire Department will apply for this grant this month.
 4. EMS Training Reimbursement-The Fire Department has applied for training grants for two advanced EMT's. These two persons have passed their class tests.
 5. Rescue Squad-Fire Chief-Wayne Komandt reported that the rescue squad is performing well after its recent repairs.
 6. Strategic Plan Outline-Fire Chief Wayne Komandt provided the Board with a Strategic Plan Outline 2012 and beyond. It is as follows:
 1. Take the Parkman Township Volunteer Fire Department from the perception of a "Good old boys group" to a Professional Volunteer fire Department.
 2. Make every attempt to incorporate the 16 Life Safety Initiatives into all aspects of the planning and actions of the Parkman Township Volunteer Fire Department.
 3. Make fire prevention and fire education number one in the minds of the members.
 - A. Start quarterly fire prevention and education programs within 3 months.
 - B. Start monthly fire prevention and education programs within one year.
 - C. Start a yearly Amish Safety Days.
 4. Make training a priority for all members of the fire department to increase their knowledge, abilities and certifications.
 5. Make a determination of the abilities of all fire fighters and make response duties to match.
 6. Institute a 3rd party exam and testing and interviewing process for advancement in the department.
 7. Make "at request" residential inspections a part of the Fire Inspection Department.
 8. Maintain the physical assets of the Fire Department.

9. Consider all activities of the Fire Department to be done as a step in the direction of improving the ISO rating of Parkman Township.
 10. Improve the relationships with our Automatic and Mutual Aid department and especially with Troy to continue blending efforts.
 11. Always be good stewards with the finds supplied by the taxpayer of Parkman Township.
- Road Department
 1. Road Maintenance-Tom Evers-Road Superintendent reported that the Road Department has been busy spreading gravel on roads and preparing equipment and trucks for snow.
 - Zoning Department
 1. Permit Issued-Pre-application and permit was issued to Mack's Bar and Grill on Main Market for fence for an outdoor patio.
 2. Red Box-Waiting for more from the Hunter Development Group for Red Box videos to be set up at Dollar General on Main Market.
 3. Pine Ridge School Driveway-Mr. Spelich requested permission to send a letter to the Pine Ridge School allowing them 2 years to put in a driveway. He indicated this would give the school time to raise money for the project. Kevin O'Reilly asked if there is access available for safety vehicle in case of an emergency. Courtney Sanders from the Fire Department said they have been to the school for Fire Prevention teaching and Fire Vehicles are able to get to the school using Mr. Bylers Driveway. The Pine Ridge School has been using a driveway on Mr. Mark Bylers property for the last 8 years. Mr. Spelich explained that Zoning Regulations require that the parcel have its own driveway. He indicated that Mr. Mark Byler, who owns land next to the Pine Ridge School recently applied for a lot split, and the Geauga County Planning Commission noted a lack of a driveway on the Pine Ridge School parcel. Kevin O'Reilly and Nancy Ferguson said yes to Mr. Spelich request to send a letter to the school. Patrick Joyce had no comment at this time.
 4. Mark Byler land split-Paperwork for the lot split has been completed and sent to Geauga County Planning Commission and Western Reserve Title.
 5. Lot Consolidation-Approved lot consolidation on Hosmer Road
 6. Letters of non-compliance-Two letters have been sent, J and K Salvage for signage, and one for burned out house on Main Market.
 7. Zoning Map Request-Map was sent to CRESCO Reality.

8. End of the year report for 2012- Mr. Spelich presented the Board with the following report for 2012:
 1. Ten new home permits.
 2. Two accessory building permits.
 3. One garage permit.
 4. Two fence permits.
 5. Two additions to home permits.
 6. One new deck permit
 7. One residential front porch permit.
 8. One commercial front porch permit.
 9. Ten or more non-compliance and or violations letters.
 10. Three Variance requests.

Old Business

- Township Building Fire Inspection-Courtney Sanders presented the Board with a report from inspections of Township Garage, Community House, and Fire Department. Exit sign batteries have been replaced, and doorstops removed on fire doors at the Community House. There will be a follow up inspection at a later date.
- Ohio Department of Transportation-ODOT sent a letter requesting the Boards opinion about closing or partially closing Rout 88 during bridge/culvert replacement scheduled for July 2015 1.6 miles east of Route 528. The Board decided their opinion is that the road should only be partially closed.
- Owen Road-John Augustine requested one of the Trustees follow up with the Geauga County Engineers office to see if a small grant would be available for a smaller repair of heavy gravel and large diameter pipe. Nancy Ferguson will follow up.

New Business

- Computer Training-A motion was made by Patrick Joyce and seconded by Nancy Ferguson for Secretary-Renee Patry to attend Kent State University Trumbull adult education course on Maintaining Your Computer at a cost of 45 dollars. (Resolution No. 12-282). Motion carried unanimously.
- Fire Department Petition-Courtney Sanders presented the board with a copy of a petition with 175 signatures in support of Chief Wayne Komandt to remain Chief of the Parkman Fire Department. Courtney said the signatures included 10 Fire chiefs in our County area as well as 25 out of 29 members of the Parkman Fire Department. Residents of other Communities as well as Parkman residents had signed the petition. Several Fire Department volunteers were present at the meeting to voice their opinion in support of Chief Wayne Komandt remaining

Chief of Parkman Fire Department. The Trustees accepted the petition and listened to questions and concerns from the public. Nancy Ferguson made a motion to support Wayne Komandt for Fire Chief and to begin daytime staffing with a review every 3 months for a year. There was no second. Kevin O'Reilly said there are two different issues although they are related. One issue is Chief-Wayne Komandt's re-appointment at the beginning of the year. The second issue is daytime staffing.

After more discussion, Patrick Joyce made a motion to pay the bills and adjourn. There was no second, with the public requesting more discussion. Patrick Joyce left the meeting.

Trustees-Nancy Ferguson and Kevin O'Reilly entertained more questions and comments from the public. Kevin O'Reilly explained that he had never really had any issues with Fire Chief Wayne Komant's administration of funds, or equipment. He said in the past one to two years, however, he has been made aware of personnel issues within the department sometimes causing people to leave. He said he received two complaints in the last week. He did not want to give specific information releasing names or incidents. He is concerned that these issues need be addressed before considering daytime staffing. He does not feel comfortable hiring new people for daytime staffing and bringing them into that environment until the problems have been corrected.

Residents asked if the Chief is aware of these concerns. Kevin O'Reilly said they had met with the Chief in the spring around March and again in October. Fire Department members noted that like every organization they do have differences and problems from time to time and there is a chain of command for reporting problems.

The Board listened to the public and Volunteer Fire Department concerns. They expressed appreciation for the comments, suggestions, and questions of the residents and Fire Department Members.

Approval of Bills and Wages

A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to pay the bill and wages from warrant #19479 through warrant #19532. (Resolution No. 283) Motion carried unanimously.

Adjournment

A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to adjourn the meeting at 9:40 p.m. (Resolution No. 12-284) Motion carried unanimously.

Respectfully Submitted,

Approved,

Joyce Peters

Kevin O'Reilly

Fiscal Officer

Chair

