

PARKMAN TOWNSHIP TRUSTEES

Regular Meeting of January 7, 2013

The regular meeting of the Parkman Township Trustees was called to order at 7:30 p.m. In attendance were Trustees-Kevin O'Reilly, and Nancy Ferguson, Fiscal Officer-Joyce Peters, Secretary-Renee Patry, Debbie Wilson, Jon Ferguson, Roger Anderson, Kelly Dale, Tom Evers, David Hughes, Donald Villers, Scott Simms, Jerry Jacobs, Clinton Sestak, Jason Fent, Russell Spencer, Sam Martin, Code Devol, Elizabeth Sanders, Paul M. Komandt, Kathy Preston, Alan Preston, Courtney Sanders, Joan Dillon, Wendy Anderson, John Augustine, and Ann Wishart. The Pledge of Allegiance was recited and an agenda was distributed.

Approval of Minutes

A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to waive the reading of the December 18, 2012 regular meeting minutes and to approve the same. (Resolution No. 13-01) Motion carried unanimously.

Resignation

Kevin O'Reilly read the resignation submitted by Patrick Joyce. He resigned from the Parkman Board of Trustees as of December 31, 2012. The process of appointing a replacement Trustee was discussed. Kevin O'Reilly explained that the two present Trustees have 30 days in which to appoint a third Trustee. If they can't agree on someone then Patrick Joyce's Election Committee could appoint someone within 10 days. If they could not do this then it is left to the Probate Judge. The Board suggested anyone interested in serving as Trustee to contact them. The appointment is for 1 year. After the first year, they would have to run for election in November. If elected, they would finish the remainder of Patrick Joyce's term until 2015. A regular Trustee term is 4 years. In the fall of 2013 the terms of Nancy Ferguson and Kevin O'Reilly will be up, in 2014 no one is up for re-election, and in 2015 the other Trustee and Fiscal Officer's terms expire.

Re-Organization

Nancy Ferguson made a motion, seconded by Kevin O'Reilly to appoint Kevin O'Reilly as Parkman Township Board of Trustees Chair for 2013. (Resolution No. 13-02). Motion carried unanimously.

Kevin O'Reilly made a motion, seconded by Nancy Ferguson to appoint Nancy Ferguson as Vice-Chair of the Parkman Township Board of Trustees for 2013. (Resolution No. 13-03) Motion carried unanimously.

Kevin O'Reilly made a motion, seconded by Nancy Ferguson to appoint Dale Komandt as the Cemetery sexton and Tom Evers as the Assistant Cemetery Sexton. (Resolution No. 13-04) Motion carried unanimously.

Nancy Ferguson made a motion, seconded by Kevin O'Reilly to follow the same holiday schedule as set by the Geauga County Engineer for the Parkman Township Road Department. (Resolution No. 13- 5) Motion carried unanimously.

Nancy Ferguson made a motion, seconded by Kevin O'Reilly, 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. 13-6) Motion carried unanimously.

Kevin O'Reilly made a motion to appoint Wayne Komandt as Fire Chief for a 6 month period. No second. The issue of re-appointment of Fire Chief was discussed by Trustees. Kevin O'Reilly said he and Chief Wayne Komandt had met and come to an agreement, but would like to appoint the Chief for 6 months, then review. Nancy Ferguson disagreed and said the appointment should be for one year. She cited the Ohio Revised Code. She said that a Fire Chief can only be demoted or removed from office when misconduct or malfeasance charges have been brought against him, and then he would have a right to an appeal. Kevin questioned this because he did not think the Fire Chief is appointed for life. It was also noted that in the past years re-organization the Fire Chief has not been re-appointed or appointed. Nancy Ferguson made a motion, seconded by Kevin O'Reilly to pay the Parkman Township Fire chief an annual salary of \$5,000.00 in 2013, to be paid equally on a quarterly basis. (Resolution No. 13-7). Motion carried unanimously.

Kevin O'Reilly made a motion, seconded by Nancy Ferguson to pay the Parkman Township EMT Advisor an annual salary of \$1,000.00. (Resolution No. 13-8) Motion carried unanimously.

Nancy Ferguson made a motion, seconded by Kevin O'Reilly to appoint John Spelich Parkman Township Zoning Inspector and to pay the Zoning Inspector a monthly salary of \$350/month with mileage reimbursement following IRS guidelines at the IRS rate per mile with the Parkman Community House as the start point. Nancy Ferguson suggested increasing the Zoning Inspector salary from \$275/month to \$350/month with mileage reimbursement from \$20/month to the IRS rate per mile. She noted that Mr. Spelich is doing a good job and Kevin O'Reilly agreed. (Resolution No. 13-9). Motion carried unanimously.

Kevin O'Reilly made a motion, seconded by Nancy Ferguson to appoint Renee Patry as Zoning Secretary and to pay the Zoning Secretary on a quarterly basis at \$12.50/hour. (Resolution No. 13-10) Motion carried unanimously.

Parkman Township's policy is to mirror the Internal Revenue Service mileage allowance presently in effect. Kevin O'Reilly made a motion, seconded by Nancy Ferguson to reimburse out of Township Business at the IRS rate for Business miles. (Resolution No. 13-11) Motion carried unanimously.

Kevin O'Reilly made a motion, seconded by Nancy Ferguson to pay the Parkman Township Board of Trustees by the method of salary in 2013. (Resolution No. 13-12) Motion carried unanimously.

Kevin O'Reilly made a motion, seconded by Nancy Ferguson to appoint Tom Evers as the Parkman Township Road Department Superintendent. (Resolution No. 13-13) Motion carried unanimously. Nancy Ferguson suggested Tom Evers be paid by method of salary instead of hourly. She noted concerns about overtime hours. She suggested checking with other Townships to help set the amount and looking back at Tom Evers pay the last 5 years. Kevin O'Reilly said he was not opposed to discussing this. It was decided to discuss this at another time.

Kevin O'Reilly made a motion, 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. Nancy expressed concerns over using brine for dust control. She noted there was a problem on Agler Road last year and noted that there is a cost for the brine. It was discussed and it was noted that Calcium Chloride treatments for dust control are more costly. It was also pointed out that not re-enacting the brine resolution would eliminate one option for dust control. Nancy Ferguson seconded the motion 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. 13-14) Motion carried unanimously.

Nancy Ferguson made a motion, seconded by Kevin O'Reilly to appoint Renee Patry as Parkman Township Secretary. (Resolution No. 13-15) Motion carried unanimously.

Nancy Ferguson made a motion, seconded by Kevin O'Reilly to appoint Kevin O'Reilly as representative to the Health District Advisory Committee with Nancy Ferguson as alternate. (Resolution No. 13-16) Motion carried unanimously.

Kevin O'Reilly made a motion, seconded by Nancy Ferguson to appoint Rod Zeigler and Darl Smith as the Parkman Township Board of Trustees representatives to the 2013 Volunteer fire Fighters Dependents Fund Board. (Resolution No. 13-17) Motion carried unanimously.

Correspondence

- Fire Dependents Fund Board-Mike Komandt and Courtney Sanders were appointed by the Fire Department to the Board.
- Geauga County Recorder-Letter regarding County Zoning Fees for 2013. Zoning Resolutions, filed--50 dollar fee, and Zoning Amendments, filed--20 dollar fee.
- Medical Mutual-Amendment regarding dependents related to the Affordable Care Act.
- Bureau of Workers Compensation-Notice indicating a potential 2% performance bonus.
- Ohio EPA-Water monitor schedule Community House

Departmental Reports

- Fiscal Officer
 1. Appropriation Transfer-A motion was made by Kevin O'Reilly and seconded by Nancy Ferguson to transfer 10 dollars from Road and Bridge to Road and Bridge other to general fund medical. (Resolution No. 13-18) Motion carried unanimously.
 2. Purchase Orders-A motion was made by Kevin O'Reilly and seconded by Nancy Ferguson for 300 dollars to Harshman and Sons Inc. for towing Township truck out of a ditch. (Resolution No. 13-19) Motion carried unanimously.

A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly for 511 dollars to Troy Fire Department for Fire Prevention. (Resolution No. 13-20) Motion carried unanimously.

A motion was made by Kevin O'Reilly and seconded by Nancy Ferguson for up to 200 dollars to Countryside Truck Service for road service call on the Ford truck. (Resolution No. 13-21) Motion carried unanimously.

A motion was made by Kevin O'Reilly and seconded by Nancy Ferguson to approve up to 2000 dollars to the Geauga County Engineer for salt/cinder mix. (Resolution No. 13-22) Motion carried unanimously.

A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to approve up to 1500 dollars to the Geauga County Engineer for salt for roads. (Resolution No. 13-23) Motion carried unanimously.

A motion was made by Kevin O'Reilly and seconded by Nancy Ferguson for 2100 dollars to Western Reserve Farm Co-Op Inc. for diesel fuel. (Resolution No. 13-24) Motion carried unanimously.
 3. Report Distribution-The Fiscal Officer distributed fund status, appropriation status, and revenue reports for the last month to the Board.
 4. Billing Statements-The Fiscal Officer reported because of some confusion in receiving bills from vendors, she would like to remind everyone that all billing statements must be sent to the Fiscal Officer of Parkman Township, P. O. Box 688, Parkman, Ohio 44080. Deliveries can still be made where it will be convenient. However, all invoices and/or packing slips must be given to the Fiscal Officer in a timely manner for any purchases made or deliveries received by the departments.
- Road Department
 1. Road Maintenance-Tom Evers reported that as the ground begins to thaw this week they will be out working on holes in the roads.

- Zoning Department
 1. Board of Zoning Appeals-The Board of Zoning Appeals will be hearing an appeal on Tuesday evening.
 2. Zoning Commission-The Zoning Commission meeting will be January 22, 2013 and will have a new alternate member Paul Nalepa.
- Fire Department
 1. Report-An email report was sent to the Trustees from the Fire Chief.

Old Business

- Fire Inspection Corrections-Tom Evers reported that he has addressed the Inspection problems that he is aware of and requested a copy of the report. Courtney Sanders will give a copy of the report to Tom Evers.

New Business

- Material Purchase-A motion was made by Kevin O'Reilly and seconded by Nancy Ferguson to purchase up to 500 ton of lite slag at \$14.95/ton from Arms Trucking. (Resolution No. 13-25) Motion carried unanimously.
- Salt/cinder Purchase-A motion was made by Kevin O'Reilly and seconded by Nancy Ferguson to purchase up to 300 ton of salt/cinder from the Geauga County Engineer for \$37.00/ton. (Resolution No. 13-26) Motion carried unanimously.
- Fire Department Appointment-A motion to appoint Clinton Sestak and Russell Spencer to the Parkman Fire Department was made by Nancy Ferguson and seconded by Kevin O'Reilly. (Resolution No. 13-27) Motion carried unanimously.
- Gear Purchase-A motion to approve up to 5000 dollars for the purchase of new gear for the new members was made by Nancy Ferguson and seconded by Kevin O'Reilly. (Resolution No. 13-28) Motion carried unanimously.
- Shedd Road-Jerry Jacobs asked how much work was needed to complete the Shedd Road project. Tom Evers reported the work of Parkman Township was 95% complete but the Geauga County Engineer has the paving to finish. The Fiscal Officer, Tom Evers, and Kevin O'Reilly will review the documentation to see the cost at the end of the 2012 year.
- Annual Fire Department Report-John Augustine suggested the Fire Department submit an annual report to the Board for their review. Kevin O'Reilly asked John to research with other

Townships to make suggestions as to what the items in this report could be. The Fire Department reports a breakdown of Fire Calls and Training hours and who attended training.

- Road Department Equipment Replacement-Nancy Ferguson suggested the Road Department come up with a time line for replacement of equipment similar to the Fire Department. She suggested planning for replacement.

Approval of Bills and Wages

A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to pay the bills and wages from warrant # 19533 through warrant #19567. (Resolution No. 13-29) Motion carried unanimously.

Resignation

A motion to accept the resignation of Patrick Joyce from the Parkman Board of Trustees was made by Kevin O'Reilly and seconded by Nancy Ferguson. (Resolution No. 13-30) Motion carried unanimously.

Adjournment

A motion was made by Kevin O'Reilly and seconded by Nancy Ferguson to adjourn the meeting at 9:00 p.m. (Resolution No. 13-31) Motion carried unanimously.

Respectfully Submitted,

Approved,

Joyce Peters

Kevin O'Reilly

Fiscal Officer

Chair