

PARKMAN TOWNSHIP TRUSTEES

Regular Meeting of February 5, 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, Don Villers, John Spelich, Candi Peters, Michael Peters, Roger Hanna, Debbie Wilson, Alan Wilson, Carol Kavaliauskas, Tom Evers, Alan Preston, Kathy Preston, Dennis Dietrich, Jerry Jacobs, Ann Wishart, Jon Ferguson, Roger Anderson, John Karlovec, Paul M. Komandt, Paul W. Komandt, Courtney Sanders, Scott Simms, Roger Anderson and John Augustine. The Pledge of Allegiance was recited and an agenda was distributed.

Public Discussion

Candi Peters from the Committee to Elect Patrick Joyce asked to address the Board. The Committee came to a unanimous decision to appoint Don Villers to the Trustee position from which Patrick Joyce resigned on December 31, 2012.

Oath of Office

The Fiscal Officer gave the Oath of Office to Don Villers for the remainder of the 2013 term in office as a Parkman Township Trustee, effective February 5, 2013. An OTARMA Public Officials bond was presented for signature.

Approval of Minutes

A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to waive the reading of the January 15, 2013 regular meeting minutes and to approve the same. (Resolution No. 13-44) Motion carried unanimously.

A motion was made by Nancy Ferguson and seconded by Kevin O'Reilly to waive the reading of the January 17, 2013 special meeting minutes and to approve the same. (Resolution No. 13-45) Vote as follows: Nancy Ferguson-yes and Kevin O'Reilly-yes. Motion carried.

Correspondence

- Ohio Township Association Risk Management-OTARMA sponsors a grant for safety equipment. Wayne Komandt-Fire Chief reported that the Fire Department has applied for this grant.
- Geauga County Engineer-request to drop the weight limit allowed by 33% for County and Township Roads (Frost Law).
- Geauga County Engineer-Request for a resolution to vacate Norton Road. The road is located off of Route 422 beside the old Fire Station and has had a non-maintained status since March 3,

2009. A motion was made by Don Villers for a resolution to vacate Norton Road. Joyce Peters read the resolution as presented by the Geauga County Engineer. Nancy Ferguson seconded the resolution. (Resolution No. 13-46) Motion carried unanimously.

- Geauga County Engineer-A motion was made by Nancy Ferguson and seconded by Don Villers to accept the annual Parkman Township Road Mileage certification presented by the Geauga County Engineer as 26.836 miles. (Resolution No. 13-47) Motion carried unanimously.
- Geauga County Planning Commission- Notice of a public meeting on March 12, 2013 at 7:15 p.m. in the Geauga County Planning Commission Meeting Room, 470 Center Street, Building No. 1-C, Chardon, Ohio for a proposed amendment to the Subdivision Regulations of Geauga County, Ohio. Secretary-Renee Patry will inform the Zoning Commission.
- Geauga County Commissioners Job Postings-Attendant for Pleasant Hill, Kennel part-time, and Engineer Meritt Road garage.

Departmental Reports

- Fiscal Officer
 1. Life Force Management-Question about a claim from August 13, 2012. Chief Wayne Komandt will check on this.
 2. Geauga County Auditor Office-The Fiscal Officer reported that she has received the amended official certificate of estimated resources from the Geauga County Auditor Office and the amount is 1,356,229.61 dollars.
 3. Reliable Energy Management- The Fiscal Officer reported that Reliable Energy has sold 13 renewable energy credits for 507.50 dollars.
 4. Report Distribution-Joyce Peters distributed fund status reports, appropriation reports and receipt reports for January 2013 to the Parkman Trustees for their review.
- Fire Department
 1. Flammables Cabinet-The Fire Department requested a purchase order for 600 dollars for a Flammables Cabinet. They have applied for a grant that should pay for this.
 2. Bunker Gear-The Fire Department requested a purchase order for 2 more sets of Bunker Gear for new members. The cost should be below the 5000.00 dollars authorized at the January 7, 2013 meeting.

3. Fire Department Appointment-A motion to appoint Angel Miller to become a member of the Parkman Fire Department was made by Nancy Ferguson and seconded by Don Villers. Writing up a formal policy change for the Policy Manual was discussed to solve the problem of re-imbursement of educational training of Fire Department members before appointment to the Fire Department. Nancy Ferguson and Fire Chief-Wayne Komandt will draft language for the change. (Resolution No. 13-48) Motion carried unanimously.
 4. Fire Fighter Physical-The Fire Department is working with University Hospital of Geauga to perform physical exams for Fire Fighters at a reduced rate. The physical exams are required by the Ohio Revised Code.
 5. Life Force Management-Wayne Komandt received correspondence from Life Force Management for closure authorization for an account. The incident was a mutual aid of Parkman to Middlefield and the resident of Middlefield was billed. Life Force Management determined it was uncollectable. After discussion, it was decided to resubmit the bill for collection.
 6. Jeep Repair-A motion was made by Nancy Ferguson and seconded by Don Villers to authorize up to 1000.00 dollars to Doug Kenney garage for the repair of the Fire Department Jeep. (Resolution No. 13-49) Motion carried unanimously.
- Road Department
 1. Equipment Maintenance-Tom Evers reported that the Road Department has been working on equipment repair of the freightliner and maintenance of other equipment to prepare it for spring.
 - Cemetery
 1. Fetal Burials-Nancy Ferguson reported that she has been working with Dale Komandt to make an update in the policy to comply with new requirements from the Ohio Revised Code for infant burial.
 2. Cemetery Property-Don Villers suggested the Board consider investigating purchasing more property for the Cemetery. The need for additional property was discussed and it was decided that more research was needed.

- Zoning Department
 1. Geauga County Park District-Request for information on lighting at the park. Information was sent.
 2. Subdivision-A proposed minor subdivision of 2.6 acres was received from the Geauga County Planning Commission. It was reviewed by the Zoning Inspector and returned to the County Planning Commission.
 3. Geauga County Records Office-Fee schedule 20.00 dollar fee for every Zoning Amendment filed.
 4. Information Request-Information on type of Zoning and land use for Grove Road area.
 5. Frieburg House-Letter received from resident living at the house. A follow up letter was sent out to the Geauga County Prosecutor office in regards to the in-law suite located behind the main house.
 6. Building Permit-A pre-application for a building permit was received from Allen Weaver on Hosmer Road. The building request and application was disapproved by the Zoning Inspector. Mr. Weaver filed for an area variance which will be heard by the Parkman Zoning Board of Appeals on February 12, 2013.
 7. Oil, Gas, and Injection Well Information-Information from Weathersfield Township Trustees in Trumbull County was received. This information will be given to the Parkman Zoning Commission for its review.
 8. Farmington Road Driveway-The Zoning Inspector indicated to the Board his concern about driveway's using the Farmington Road Amish School for an example. The school obtained a permit for a driveway, but never put in the drive. The school is on a County Road. There was discussion on how to ensure drives are put in. Tom Evers-Road Superintendent said on Township Roads he installs drain pipe under the drive at the end of the road, so he is aware when a Township Road driveway permit is issued. It was noted that the County may not have the man power to follow up. It was decided that the Zoning Inspector could informally follow up and notify the County.

Old Business

- Township Building Fire Inspection-Tom Evers reported that he has completed the repair of items cited in the Fire Inspection report. Courtney Sanders will re-inspect.

- Ohio Township Association Risk Management-Kevin O'Reilly presented the Board with a copy of a Parkman Township Hold Harmless Agreement and a Contract Agreement from Rebecca Schlag, Geauga County Assistant Prosecutor. The need for these two documents was suggested by the OTARMA insurance company. The Board discussed the documents. The Hold Harmless agreement would require persons to maintain comprehensive general liability insurance limits of not less than 3,000,000.00 dollars. The Board questioned the amount of the insurance limits if using the Hold Harmless Agreement with persons renting the Community House. Kevin O'Reilly will relay these concerns to the Geauga County Prosecutor Office. There were no objections to the Contract Agreement although there was some discussion as to the difference between a vendor and a contractor.

Tom Evers reported that the documented road sign inspections suggested by OTARMA have been started.

New Business

- Property Insurance Policy Renewal-Debbie Wilson from The Wilson Agency, Inc. presented the Board with a packet of information regarding the Ohio Township Association Risk Management Authority property insurance rates for 2013. She told the Board that OTARMA the excess reserve funds back to its members and Parkman Township is to receive \$1,711.75 following its insurance renewal. The initial contribution in 2012 was \$18,356.00, for 2013 it will be \$19,912.00. There has been an increase of value of personal property, electronic data processing, miscellaneous property, and the 2013 KME Custom Pumper. A motion was made by Don Villers to accept the OTARMA property insurance policy for 02/15/13 to 02/15/14 as presented and seconded by Nancy Ferguson. The option of increasing all property deductible from \$1000.00 to \$2,500 for a one time savings of 815 dollars, or \$5,000 for a one time savings of 1,222 dollars was discussed. It was noted that the deductible would be for each event and the savings was just one time. It was decided to leave the deductible at \$1000.00. (Resolution No. 13-50) Motion carried unanimously.
- Parkman Paragraphs Newsletter-Cory Anderson has requested all articles for the Newsletter be submitted by Friday so the Newsletter can be sent out before the Pancake Breakfast.
- Grader Repair-A motion was made by Don Villers and seconded by Nancy Ferguson to approve 1200 dollars to Murphy Tractor for bushings for repair of the grader. (Resolution No. 13-51) Motion carried unanimously.
- Parkman Web Site-A resident inquired as to the status of the Parkman Web Site. Roger Anderson reported that Cory Anderson is looking for a new hosting site. The Company he was using in the past changed hands twice and was not honoring the original contract. Cory Anderson has been hosting and maintaining this web site.

Approval of Bills and Wages

A motion was made by Don Villers and seconded by Nancy Ferguson to pay the bills and wages from warrant #19587 through warrant #19628. (Resolution No. 13-52) Motion carried unanimously.

Adjournment

A motion was made by Don Villers and seconded by Nancy Ferguson to adjourn the meeting at 9:20 p.m. (Resolution No. 13-53) Motion carried unanimously.

Respectfully Submitted,

Approved,

Joyce Peters

Kevin O'Reilly

Fiscal Officer

Chair