

## PARKMAN TOWNSHIP TRUSTEES

Regular Meeting of May 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, Nancy Ferguson, and Don Villers, Fiscal Officer-Joyce Peters, secretary-Renee Patry, Jon Ferguson, Roger Anderson, Tom Evers, Jerry Jacobs, Paul Komandt, Roger Hanna, Kathy Preston, John Spelich, Dennis Coz, Dennis Ikeler, Al Weaver, Freeman Miller, Courtney Sanders, and Wendy Anderson.

### Approval of Minutes

A motion was made by Nancy Ferguson and seconded by Donald Villers to waive the reading of the March 20, 2013 special meeting to discuss pending litigation and to approve as amended correct resolution from 12-84 to 13-84. (Resolution No. 13-123) Motion carried unanimously.

A motion was made by Nancy Ferguson and seconded by Donald Villers to waive the reading of the April 16, 2013 regular meeting minutes and to approve the same. (Resolution No. 13-124) Motion carried unanimously.

### Correspondence

- Bureau of Workers Compensation-Notice of possible rebates of 50% of most recent annual premium.
- Geauga County Planning Commission-Census report for Geauga County. Parkman Township total population 4131 with 1170 total housing units.
- Geauga County Commissioners Job Postings- Part-time site coordinator Department of Ageing, and part-time aide Department of Aging.
- Geauga County Township Association-meeting minutes copy distributed to Board members.
- ACE Hardware-Credit Account has been established for ACE Hardware. Tom Evers, Kevin O'Reilly, Joyce Peters and Wendy Anderson are approved for this account.

- Geauga County Engineer- Notice of release of the 33% load limit reduction as of April 23, 2013.
- Geauga County Engineer-Copy of the Ohio Public Works correspondence for Shedd Road. They expect to start work in June. This is a cooperative project with Parkman responsible for 43,000 dollars.

### Departmental Reports

- Fiscal Officer
  1. Cemetery Deeds-Cemetery Deeds were signed for Holly Plomske, Edward Plomske, Ralph Schwendeman, and Doris Schwendeman.
  2. Bank Reconciliation-The Fiscal Officer reported that she found a 2 dollar discrepancy. Upon investigation she discovered that the Township had been charged an inactivity fee for the money market account. She suggested the Board consider transferring the money market and supersaver account into the checking account. The money market and supersaver earns .30% interest and the checking account earns 1.25%. The money market account has 195869.22 dollars and the supersaver 130431.98 dollars. The Fiscal Officer will check with Middlefield Bank to see if there is a Federal Insurance Coverage Limit for accounts. The April 2013 Business Now Checking Account Bank Statement and reconciliation report, money market, and supersaver reports were submitted to the Board for review and approval. Nancy Ferguson made a motion, seconded by Donald Villers to approve the April reconciliation report as presented. (Resolution No. 13-125) Motion carried unanimously.
  3. Report Distribution-Fund status reports, appropriation status reports and April receipt reports were distributed to the Board.
- Fire Department

1. Fire Department Appointment-A motion was made by Donald Villers , seconded by Nancy Ferguson to appoint Toni Clawson to the EMS division of the Fire Department. (Resolution No. 13-126) Motion carried unanimously.
2. Gear Locker-A motion was made by Nancy Ferguson and seconded by Donald Villers to purchase a moveable locker unit from Middlefield Fire Department for 500 dollars. Fire Chief Wayne Komandt reported that a new 6 unit movable locker would cost a minimum of 1500.00 dollars, but Middlefield has one surplus they are willing to sell to Parkman. The Fire Chief reported that the Fire Department has run out of gear lockers for personnel. (Resolution No. 13-127) Motion carried unanimously.
3. Foam Purchase-A motion was made by Donald Villers and seconded by Nancy Ferguson to purchase 55 gallons of foam from Middlefield Fire Department for \$1010.00. (Resolution No. 13-128) Motion carried unanimously.
4. Amish Safety Days-The Fire Chief reported that Amish Safety Days that previously were done in Middlefield will be moving to Parkman.
5. Life Pack Batteries-The Fire Department did not purchase batteries and charger as previously requested. The Fire Chief was able to get a commitment for University Hospital to supply the Fire Department with a new life pack 15 at no cost, saving 25,000 dollars.
6. Maxwell Leadership Class-Another Fire Department Officer has enrolled in the Maxwell Leadership Class previously approved by the Board.
7. Ohio Department of Job and Family Services-Letter given to the Fiscal Officer indicating that paperwork has been completed with Life Force Management for Medicare Billing.
8. Mutual Aide-The Fire Chief reported that the Fire Department is having incidents where they are calling for mutual aide due to lack of manpower.

9. Fire Escape-The Fire Chief reported that there have been items left in the fire escape (ladders and tables) and the lower fire doors have been blocked open at the Community House. Several suggestions were made to keep this from happening. A motion was made by Nancy Ferguson, seconded by Donald Villers, to place stickers on the lower doors indicating they are fire doors- don't block open, and Renee Patry-secretary will recreate the Community House contract for an electronic copy and edit to include the statement "not allowed to block the fire doors" and remove Linda Sherwood as back up person for Community House after contacting her to see if she would like to have her name removed. (Resolution No. 13-129) Motion carried unanimously.

- Road Department

1. Trash Day-Tom Evers asked the Board about the ad for Trash Day June 8, 2013. Kevin O'Reilly said he would submit an ad for the paper to run 2 weeks prior to the event.

2. Crack Sealing-Tom Evers asked the Board if they would consider crack sealing this year. It was not done last year. He will put the Township on the request list for equipment rental of crack sealer from the Geauga County Engineer Office.

3. Dust Control-Tom Evers-Road Superintendent reported that Nash and Newcomb Road have been treated with Calcium Chloride on Saturday. He said he has received dust complaints from residents on Reeves Road and Swine Creek. Problems with dust control were discussed with resident participation. Jon Ferguson pointed out that Calcium Chloride could be a problem for horse hooves and suggested better communication with the Amish when the Calcium Chloride is applied. Dennis Coz complained that Parkman Roads are in poor condition and asked if there was a plan for fixing the roads. Kevin O'Reilly suggested a citizen committee could be formed, and request a levy be put on the ballot for the road reforms they suggest. Kathleen Preston said she likes her gravel road and would prefer to keep it.

- Cemetery

1. Cemetery opening and closing grave contract-Nancy Ferguson is re-writing the notices for Bid for the Cemetery Contract. She will consult Rebecca Schlag-Assistant Geauga County Prosecutor before advertising for bids.
2. Cemetery Deeds-Re-claiming Cemetery Lots after a certain amount of time was discussed. Nancy Ferguson was given a copy of Bainbridge Cemetery Deeds to use as an example. The Board would like to change the Cemetery Deed to allow for the option of reclaiming a lot if it is not going to be used. Nancy will continue to work on this.

- Zoning

1. House permit-Pre-application and permit issued for a new house on Nash Road.
2. Addition to house-Pre-application and permit was issued for an addition to a house on Tavern Road.
3. Addition to house-Pre-application and permit for McCall Road, removal of front porch and rebuilding a living room.
4. Outdoor Shelter-Pre-application and permit issued on Main Market for an outdoor shelter.
5. Zoning Permits Revoked-Two Zoning Permits were revoked for Al Weaver per the Assistant Prosecuting Attorney Office in regards to case #13A000202 Common Pleas Court, Geauga County. A new permit has not been issued for the new 8,400 square foot building located on Hosmer Road. The Zoning Inspector Report states, " I will issue a new permit after Trustees act on the Al Weaver court action."

6. Madison Road Old School-Primeteck Communication of Hamilton Ohio completed a pre-application for rental space at the old school.
7. Addition-Pre-application and permit was issued for residence on Madison Road for a 1000 square foot addition.
8. New House Permit-Pre-application and permit was issued for a new house on Farmington Road.

### Old Business

- Zoning Agreed Judgment Entry-A motion was made by Nancy Ferguson, seconded by Donald Villers to approve the terms of the Agreed Judgment Entry for Al Weaver on Hosmer Road. (Resolution No. 13-130) Vote as follows: Nancy Ferguson-yes, Donald Villers-yes and Kevin O'Reilly-abstained because he was not in attendance at the special meeting.
- Zoning Agreed Judgment Entry-A motion was made by Nancy Ferguson, seconded by Donald Villers to approve the terms of the Agreed Judgment Entry for Ray Mast Sr. on Dead End Shedd road. (Resolution No. 13-131) Motion carried unanimously.
- Cell phone policy-Nancy Ferguson suggested employees be asked to sign a release form regarding cell phone and text messaging while driving. The Board asked that "no text messaging" be added to the Parkman Policy and Procedure Manual.
- Cemetery Drainage-This will be discussed at a later date.
- Trash Day-Trash and Tire Collection day June 8, 2013, ad will be in the paper 2 weeks prior to the collection day.
- Memorial Day-Letters have been mailed, the Cardinal Marching Band has confirmed. Kevin O'Reilly will contact the Sheriff Department for traffic control for Rout 422.

## New Business

- Byler Feed and Seed-Resident Jerry Jacobs suggested the Fire Department be aware of the Chemicals at the store in case there was ever a fire incident.
- Pipe Replacement- Tom Evers gave the Board a copy of a letter to be sent to two residents regarding a County mandated driveway pipe replacement to 18 inch pipe. Al Weaver requested someone from the Geauga County Engineer Office meet with him to discuss the ditch situation. Tom Evers will relay his request to the Geauga County Engineer. The Board decided to send out the letters.
- Equipment Rental-A motion was made by Donald Villers, seconded by Nancy Ferguson to rent a compactor from Leppo Equipment Rental for the maximum amount of 825 dollars for widening of Shedd Road. (Resolution No. 13-132) Motion carried unanimously. A motion was made by Donald Villers, seconded by Nancy Ferguson to rent a dozer from Humr Construction in the amount of 910 dollars for widening of Shedd Road. (Resolution No. 13-133). Motion carried unanimously. Tom Evers will search for a source of clay for the project.

## Approval of Bills and Wages

A motion was made by Nancy Ferguson, seconded by Donald Villers to pay the bills and wages from warrant #19765 through warrant #19849. (Resolution No. 13-134) Motion carried unanimously.

## Executive Session

A motion was made by Nancy Ferguson, seconded by Donald Villers to move into executive session to discuss employee compensation at 9:17 p.m. (Resolution No. 13-135) Vote as follows: Donald Villers-yes, Kevin O'Reilly-yes, and Nancy Ferguson-yes.

A motion was made by Don Villers and seconded by Kevin O'Reilly to come out of executive session at

9:50 pm. (Resolution No. 13-136) Motion was carried unanimously.

A motion was made by Nancy Ferguson and seconded by Don Villers to reimburse the Zoning Inspector John Spelich's mileage to \$30 a month retroactive to January 2013 instead of recording mileage from the Community House as the starting point for zoning business. (Resolution No. 13-137) Motion was carried unanimously.

A motion was made by Nancy Ferguson for disciplining Tom Evers was not seconded.

Don Villers made a motion seconded by Kevin O'Reilly to give Tom Evers a verbal warning and no letter in his file. (Resolution No. 13-138) The vote was Don Villers – yes, Kevin O'Reilly –yes, Nancy Ferguson-no. Motion passed.

The meeting was adjourned at 9:53pm.

Respectfully Submitted,

Approved,

Joyce Peters

Kevin O'Reilly

Fiscal Officer

Chair