

PARKMAN TOWNSHIP TRUSTEES

September 3, 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 Donald Villers, Fiscal Officer-Joyce Peters, Secretary-Renee Patry, John Spelich, Dennis Coe, Jon Ferguson, Roger Anderson, Tom Evers, Joseph Rager, Kathy Preston, Victoria Bacon, Paul Komandt, Wendy Anderson, Shane Hajjar, and John Augustine.

Approval of Minutes

A motion was made by Donald Villers and seconded by Nancy Ferguson to waive the reading of the August 20, 2013 regular meeting minutes and to approve the same. (Resolution No. 13-222) Vote as follows: Donald Villers-yes, Nancy Ferguson-yes, and Kevin O'Reilly abstained because not present at the meeting.

Correspondence

- Geauga Township Association-Email regarding a forum on Citizens Sovereignty verses Regionalism distributed to the Board.
- Department of Aging Newsletter
- Geauga County Commissioner-Invitation to Trustees for Celebrate Senior Day September 18, 2013 from 12:00-1:30 p.m.
- Grassroots Clippings-The Fiscal Officer noted a few items of interest. Ohio Township Parks-Township could be held liable if athletic coaches have not received training in new concussion laws. This will be sent on to Charlie Soltis for baseball next season.

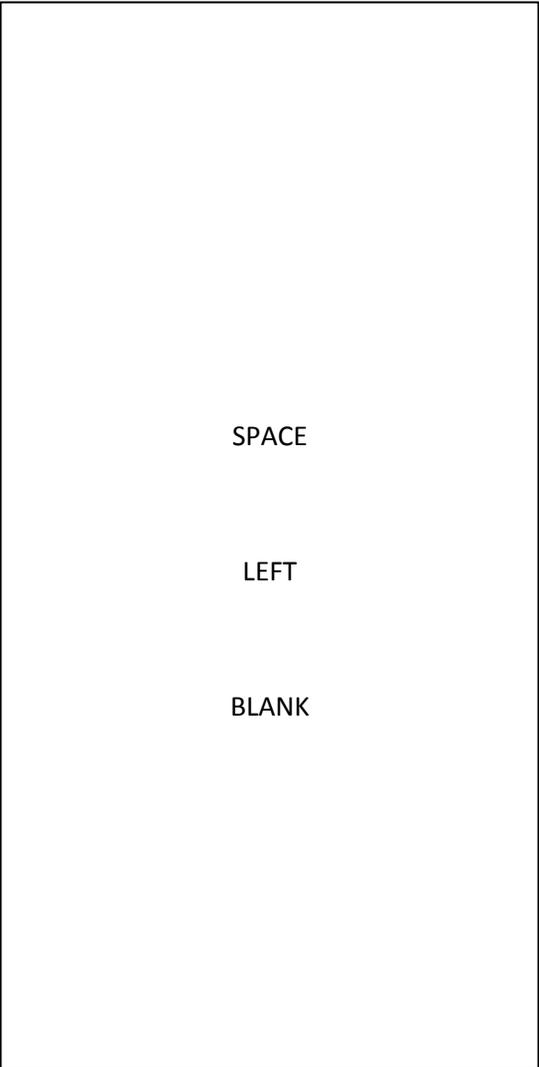
Local Governmental Innovation Fund application for grants-Kevin O'Reilly said he thought these grants were usually for two Townships going together on a project that had never been done before.

Contract Requirements-The Ohio Revised Code will require that contractor's for services or goods in the amount of 25,000 dollars or more cumulative must be checked in the recovery data base at the State.

- Health District-Speaker from the Health District will be attending the October 1, 2013 regular meeting to speak about a levy and will be put on the agenda to speak at 8:00 p.m.

Departmental Reports

- Fiscal Officer
 1. Geauga County Board of Election-Copy of the language for the Fire Department Levy, and the Road and Bridge Levy. The Fiscal Officer reviewed the language as well as the Board of Trustees. There were no corrections.
 2. Budget Hearing-The Fiscal Officer attended the Budget Hearing for the 2014 Budget on August 13, 2013. She distributed the report to the Board of Trustees. The report was discussed. The Fiscal Officer read the resolution for January 1, 2014 to accept the rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor for the 2013 budget.



13-223

Tax Year 2013 (2014 Collection Year)

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY AUDITOR**

(BOARD OF TOWNSHIP TRUSTEES)

Revised Code, Secs. 5705.34, 5705.35

The Board of Trustees of Parkman Township, Geauga County, Ohio, met in REGULAR session on the
(Regular or Special)

3RD day of SEPTEMBER 2013 at the office of PARKMAN TOWNSHIP

with the following members present:

KEVIN O'REILLY

NANCY FERGUSON

DONALD VILLETS

Mrs NANCY FERGUSON moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Parkman Township, Geauga County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1st, 2014; and

WHEREAS, The Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Parkman Township, Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY
BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Inside 10 Mill Limitation			Amount Approved by Budget Commission Outside 10 Mill Limitation			County Auditors Estimate of Tax Rate to Be Levied	
	Column I	Column II	Column III	Column IV	Column V	Column VI	Column VII	Column VIII
General Fund	112	910	00				1.70	
Road and Bridge Levy Fund	86	343	00				1.30	
Police Levy Fund								
Fire Levy Fund				150	578	00		3.40
Fire and Emergency Levy Fund								
Road District Fund				124	952	00		2.40
Fund								
Fund								
TOTAL	199	253	00	275	530	00	3.00	5.80

SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy <small>(Carry to Schedule A, Column II)</small>		
General Fund: Levy authorized by voters on not to exceed _____ years				
General Fund: Levy authorized by voters on not to exceed _____ years				
General Fund: Levy authorized by voters on not to exceed _____ years				
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years				
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years				
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years				
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
1984 Fire Levy Fund: Levy authorized by voters on November 4, 2008 not to exceed _____ 5 _____ years	1.00	24	866	00
2000 Fire Levy Fund: Levy authorized by voters on November 2, 2010 not to exceed _____ 5 _____ years	1.90	98	934	00
2000 Fire Levy Fund: Levy authorized by voters on November 2, 2010 not to exceed _____ 5 _____ years	0.50	26	035	00
Fire & Emergency Fund: Levy authorized by voters on not to exceed _____ years				
1989 Road District Fund: Levy authorized by voters on November 4, 2008 not to exceed _____ 5 _____ years	0.90	25	154	00
2008 Road District Fund: Levy authorized by voters on March 4, 2008 not to exceed _____ 5 _____ years	1.50	99	593	00

and be it further

RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to verify a copy of this Resolution to the County Auditor of said County.

MR. DONALD VILLERS seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Ms. Nancy Ferguson	_____	no yes
Mr. Kevin O'Reilly	_____	yes
Mr. Donald Villers	_____	yes

Adopted the 2nd day of September, 2013.

James Palmer
Fiscal Officer of the Board of Township Trustees of
Parkman Township
Geauga County, Ohio

A motion was made by Nancy Ferguson to accept the resolution for the budget and tax levies and seconded by Donald Villers. (Resolution No. 13-223) Vote as follows: Kevin O'Reilly-yes, Nancy Ferguson-yes, and Donald Villers-yes. Motion carried.

3. Street Lighting-The Fiscal Officer read the resolution for Street Lighting Collections for 212 parcels in Parkman Township.

RESOLUTION NO. 13-224

A RESOLUTION TO PROVIDE FOR LIGHTING
WITHIN CERTAIN AREAS OF PARKMAN TOWNSHIP

WHEREAS, the Parkman Township Board of Trustees (hereinafter "the Board") hereby deem it necessary and for the public welfare and safety to light certain streets in the Township.

NOW, THEREFORE, BE IT RESOLVED by the Trustees of Parkman Township, Geauga County, State of Ohio:

Section 1. The Board hereby finds and determines that the streets and public ways of an unincorporated district of the Township as designated shall continue to be lit by electricity.

Section 2. The Board shall enter into a contract for lighting the designated streets and public ways with a public utility at the schedule of rates and charges applicable to such service, product or commodity on file with The Public Utilities Commission.

Section 3. The amount of the contract shall be \$6000/year (approximately), and the amount of same shall be paid from a fund raised by special assessments against Permanent Parcel Nos. (See attached 212 non-exempt parcels @ 24.24/parcel), which are in the district to be lit and which are to be benefited by such lighting.

Such assessment shall be paid and collected in equal semiannual installations, equal in number to twice the number of years for which the contract is made, and they shall be paid and collected in the same manner and at the same times that taxes are paid and collected.

This Resolution was passed at a public meeting in full compliance with Ohio's Open Meeting Act, and shall take effect and be in force from the earliest date allowed by law.

9/3/13
Date

ATTEST:

[Signature]
Fiscal Officer

[Signature]
Kevin O'Reilly

[Signature]
Nancy Ferguson

[Signature]
Donald Villers

A motion was made by Donald Villers to accept the Street Lighting Resolution and seconded by Nancy Ferguson. (Resolution No. 13-224) Vote as follows: Kevin O'Reilly-yes, Nancy Ferguson-yes, and Donald Villers-yes. Motion carried.

4. Report Distribution-The Fiscal Officer distributed August receipt report, fund status report, and appropriation status reports to the Board for their review.
- Fire Department
 1. Fire Class-Five members who took the 120 hour Fire Class passed the State test and are now certified as Firefighter 1.
 2. State EMS Reimbursement-The Fire Department has received the last State EMS Reimbursement check for the 2012 grant and it has been given to the Fiscal Officer.
 3. Response Report-Updated Call Response report from April 2013 through September 1, 2013 was given to the Board for their review.
 4. Equipment-The Fire Chief reported that there have been no major operational issues with equipment, but they may need to look at replacing a tire on engine 4221 because of lost lugs on 1-2 sections on the outside edge.
 5. Radios-The Fire Chief reported that the radios have not been reprogrammed yet, but 4 may need to be replaced at a cost of about 3500.00 dollars each.
 6. Airgas Invoice-The Fiscal Officer requested an invoice from Airgas from the Fire Department at the last meeting. The Fire Chief reported that the invoice was for monthly rental and they do not get any paperwork for it. He said he checked with Airgas and the Fire Department has over a 200.00 dollar credit.
 7. Siren-The Fire Chief reported that he checked with Troy Fire Chief about the siren they have placed on top of their Fire Department. The siren is to alert residents of a tornado and is not a FCC requirement. The Fire Chief suggested a program to make people aware of the Geauga County WENS (wireless emergency notifications system) at no cost.
 8. SCBA Packs-The Fire Chief reported that it may be time to make a decision on the SCBA Packs. He said they are using packs obtained from Chagrin Falls years ago. These are 2200 PSI composite bottles. The Fire Chief said they should be using 4500 PSI equipment. The 2200 bottles are about 850.00 to 900.00 dollars each. The 4500 PSI units are around 6,000 dollars each.

9. Hose-New NFPA standards require testing of hose purchased prior to 1987 and smaller than 3 inch tested to 400 PSI. Most Hose that old was never made for 400 PSI so hose will likely have to be replaced.
10. Appropriation Request-The Fire Chief asked for Appropriation ledger. The Fiscal Officer will get that information.
11. Fire Association Donation-A motion was made by Nancy Ferguson and seconded by Donald Villers to accept the donation of 2-8 foot tables and 2 paper towel dispensers from the Fire Association. (Resolution No. 13-225) Motion carried unanimously.
12. Squad repair-Donald Villers asked about the cost of the repair of the rescue squad reported about at the August 20, 2013 regular meeting. The Fiscal Officer said the amount was about 663.00 dollars to Countryside. The Fire Chief said the starter was the problem and has been replaced. He said Countryside returned the vehicle and notified Chuck, and the Fire Department was aware of the return within a half hour.

- Road Department

1. Crack Sealing-Tom Evers-Road Superintended reported that they plan to continue crack sealing tomorrow with the second half of Reynolds Road then they have the 3 allotments to do. Tom Evers reported that Nelson Township was supposed to meet to decide if they would like their portion of Reynolds Road done at a cost of 1700.00 to up to 2000.00 dollars. They have a cooperative agreement to sign. The Fiscal Officer will prepare a letter to Nelson Township requesting a copy of their Purchase Order payable to Parkman Township for this project.
2. Geauga County Engineer-Shane Hajjar from the Geauga County Engineer Office presented the Board with a Preliminary Estimate of Cost for repair and overlay of roads in the center of town. The roads included in the Estimate of Cost were Center Street, West Park Street, Edwards Street, Church Street, West Street and Mill Street. The report included the estimated total amount of contract and also each road separately. He said Church, West and Mill Streets are in the worst condition. The other four roads have localized surface failure so would require a lesser amount overlay. The total estimated cost would be 160,000.00 dollars. A State Ohio Public Works Grant is available for 88,000 dollars with the Township responsible for the rest of the 160,000 dollars. He said all work is included in this estimate. The only item not included was drainage on West and Mill Street. The last time roads were resurfaced was 1991, and 1993.

A resident asked about the standards of the resurfacing project. Shane Hajjar said the State and County standards for resurfacing of existing roads are different than Federal Grants which set a stricter standard. He said the grant would pay for about half and included in the estimate is the cost of traffic control with the county responsible for inspecting all the improvement. Nancy Ferguson asked about the traffic count on those roads. Shane Hajjar said he asked Mr. Stone at the Geauga

County Engineer Office if the Township could put the project out for bid, and then pick and choose which roads it would want done. He has heard conflicting answer to that question. He said he would try to find out for sure and email the Board with the information. He said the deadline to make the decision is October then if the Township decides to do the project it will be out to bid in May and work could start in July.

Nancy Ferguson expressed concern about the Township man hours for prepping and ditching repair because of the cost and additional time spent on Shedd Road. She asked Tom Evers for an estimate of Road Department cost. Tom Evers said there should be no prepping for the Road Department. The Geauga County Engineer Office suggested that the Township do the ditching on Mill and West Street because of poor drainage. There are 580 feet on mill and 350 feet on West Street. Tom Evers will estimate the cost of ditching repair of West and Mill Street if done by the Road Department.

Shane Hajjar said that the Township can choose if it would like all 7 roads done, just 5-6 roads done, or elect not to do this. He said if this is turned down its highly probable that the Township may not be eligible for another Issue II grant for several years. At this time there are 2 more rounds of Issue II funding and it may not continue. It was decided to take time between now and the next meeting to review the information presented before a decision is made.

- Zoning

1. Junk Vehicle-Old State Road complaint of junk vehicles has been resolved. Several junk cars and trucks have been removed.
2. Proposed Lot Split and Consolidation-A proposed lot split and consolidation on Old State, resident is working with the Geauga Planning Commission.
3. Hosmer Road Flag Lot Split-The Geauga County Planning Commission is working with the resident on this lot split. The Planning Commission indicated that the access strip with the flag lot can't be used to calculate the minimum lot area of 2.5 acres. The property has to be re-surveyed. After this is resolved there may be a variance request because of an encroachment issue of a building too close to the flag lot.
4. Pre-application signage-A pre-application for signage has been completed for Main Market Road.
5. Informational Request-Information was requested for lot size in residential district.
6. Zoning Commission Meeting-The Zoning Inspector attended the Zoning Commission meeting August 27, 2013. He reported that the Zoning Commission voted in favor of a resolution to add "Towing" and "Towing Service" to define and in the body of the regulation the addressed conditions for a Towing Service in a commercial district. This will be sent to the Geauga County Planning Commission for their review, and then there will be a public meeting. Then it will be sent to the Parkman Township Trustees for their review and public input.

7. Main Market Motors Conditional Use-The Zoning Inspector is still waiting for further legal documentation. The Zoning Inspector reported that Rebecca Schlag, Assistant Prosecuting Attorney Geauga County has suggested that Main Market Motors consult an attorney to advise them on what they need to do.
8. Nash Road Building-The Zoning Inspector reported that he will be doing an on-site visit along with Rebecca Schlag, APA to a building on Nash Road.
9. Joint Meeting-Nancy Ferguson reported that there will be a joint meeting of the Zoning Boards, Trustees, and the Zoning Inspector on Tuesday October 22, 2013 at 7:00 p.m. at the Community House.

Old Business

- Shedd Road Berms-Tom Evers reported that he had talked with Burton, Troy, and tried to talk with Middlefield about putting MC30 on the berm of Shedd Road. He has not gotten a commitment from them. He will try to call them again tomorrow. Tom Evers suggested Parkman pursue doing this to their portion of Shedd Road. He said the MC30 helps to pack the berm down tight and helps to hold the berm in place. It lasted 7-8 years on Nash Road when used before. Tom Evers indicated it should be done before cold, snowy weather. A motion was made by Donald Villers, seconded by Kevin O'Reilly to approve Ronyak Paving not to exceed 7342.50 dollars to apply MC30 to the berms of Nash and Shedd Roads. (Resolution No. 13-226) Vote as follows: Donald Villers-yes, Kevin O'Reilly-yes, and Nancy Ferguson –yes. Motion carried unanimously.
- Magnetic Closers Fire Doors-The Fire Chief presented the Board of Trustees with estimate of magnetic fire door closers at approximately 610 dollars per door. There are 3 doors. This does not include installation which would require them to be wired into the alarm system. Tom Evers will get a quote from the alarm company for installation. The estimate for air conditioning for the downstairs Community House was discussed as well. It was decided to wait for the installation quote to compare cost. Nancy Ferguson said she would like other estimates for air conditioning if the Board decides to go that direction. Wendy Anderson-Community House Custodian favored using the contractor the initial quote for air conditioning (approximately 3500 dollars), because of his previous work in the building and quick response to resolve any air conditioning issues.
- Health Insurance Renewal-A motion was made by Nancy Ferguson and seconded by Donald Villers to renew the current health plan with Medical Mutual for full time employees. It was discussed that the plan is renew now the Township can lock in the rate until 2014 if they wait until after October 1, 2013 to renew it will only go to October 1, 2014 and the rate could be higher. The early rate increase is 20.5%. (Resolution No. 13-227) Motion carried unanimously. Nancy Ferguson asked to consider requiring the full-time employees on the plan to increase their contribution share to from 3% to 8%, increase their

deductible from 0 to 400 dollars, and pick up the cost of the life insurance option with their choice of life insurance at 4 dollars or 9.50 dollars a month. The Fiscal Officer asked to table this discussion for the next meeting so she could verify the deductions and copayments that are presently in place. It was agreed to table. The Fiscal Officer will inform the insurance representative to proceed with the Early Renewal of the plan.

- Ticket-A motion was made by Nancy Ferguson and seconded by Donald Villers to rescind Resolution No. 13-214. Joseph Rager presented the Board with a receipt that he had paid the citation. (Resolution No. 13-228) Vote as follows: Nancy Ferguson-yes, Donald Villers-yes, and Kevin O'Reilly-abstained because not present at that meeting. Kevin O'Reilly signed the release form submitted by Mr. Rager at the last meeting. The Fiscal Officer noted that the ticket indicated that Mr. Rager was cited for not wearing a seat belt as well as trailer conditions. Mr. Rager said he did have his seat belt on, but removed it in preparation of exiting the vehicle as the officer approached. Kevin O'Reilly indicated that all issues with the trailer have been corrected and the Board said at the last meeting there is a requirement for a checklist to be done by employees prior to using Township equipment. A motion was made by Nancy Ferguson and seconded by Donald Villers to reimburse Joseph Rager for the ticket in the amount of 199 dollars. (Resolution No. 13-229) Motion carried unanimously.

New Business

- Byler Settlement-Kevin O'Reilly indicated a meeting is required to be scheduled for Public Comment regarding the settlement between Parkman Township and Mr. Byler. The meeting will be October 15, 2013 at 8:00 p.m. Mr. Byler's attorney will be required to advertise the meeting 30 days in advance. Kevin O'Reilly will let the attorney know. A copy of the settlement will be obtained from Rebecca Schlag, APA for public review with appointment.
- Truck Sign-Nancy Ferguson suggested Township Road Department trucks have a sign indicating Parkman Road Department. Tom Evers will get a price for stenciled letters for trucks.
- Swearing on of new Trustees-Nancy Ferguson indicated that on December 17, 2013 Judge Fuhry would swear in the new Trustees elected in the November election.
- Hydroseeding-A motion was made by Donald Villers and seconded by Kevin O'Reilly to Radick's Landscaping to increase the amount by 447 dollars to include Bradford Road. (Resolution No. 13-230) Motion carried unanimously.

Approval of Bills and Wages

A motion was made by Nancy Ferguson and seconded by Donald Villers to pay the bills and wages from warrant #20082 through warrant #20119. (Resolution No. 13-231) Motion carried unanimously.

Adjournment

A motion was made by Donald Villers and seconded by Nancy Ferguson to adjourn the meeting at 10:13 p.m. (Resolution No. 13-232) Motion carried unanimously.

Respectfully Submitted,

Approved,

Joyce Peters

Kevin O'Reilly

Fiscal Officer

Chair