

PARKMAN TOWNSHIP TRUSTEES

September 17, 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, Jon Ferguson, Roger Hanna, Moe Arnett, Roger Anderson, Debbie Wilson, Victoria Bacon, Kathy Preston, Dennis Coz, and John Augustine.

Approval of Minutes

A motion was made by Nancy Ferguson and seconded by Donald Villers to waive the reading of the September 3, 2013 regular meeting minutes and to approve as amended. (Resolution No. 13-233)
Motion carried unanimously.

Correspondence

- Ohio Department of Natural Resources-Self Certification Report for Overlook Park. They request a LCDF sign be placed at Overlook Park. Kevin O'Reilly indicated that Parkman Township had received a grant in the past for the exercise track. One of the requirements of the grant was the placement of this sign. According to the report the proper sign can be purchased for 90.00 dollars. It was decided that Joyce Peters will order the sign for the park. The Township is also required to send a picture of the posted sign along with a map of the location of the sign.
- First Energy of Ohio Utilities-Request to purchase Solar Renewable Energy Credits. Kevin O'Reilly reported that he had received information on extra grant money reallocation and that a plan could be submitted.
- Huntsburg Township-Pumpkin Festival will be October 5 and 6, 2013.
- Biosolutions-Water Samples taken from Community House on September 9, 2013 were negative.
- Bricker and Eckler-Seminar in Columbus related to construction claims

- Ohio Township Association Newsletter, Fair Housing Center Newsletter, and Western Reserve Newsletter

- Boy Scout Calendar-Deadline for submission is September 27, 2013. It was decided to leave the dates of the meetings on the calendar, and have the main number listed for the Parkman Township Office. It was decided not to include the Trustees names because they will all be new after the next election.

- Geauga County Auditor Office-Real Estate Tax Collection Report. John Augustine asked if Parkman Township receives the delinquent penalty money for back taxes. The answer is unknown.

Departmental Reports

- Fiscal Officer
 1. Byler Agreed Judgment Entry-Joyce Peters reported that Rebecca Schlag-APA has sent her a copy of the Agreed Judgment Entry. Kevin O'Reilly said he had contacted Mr. Timmons who is responsible for placing an ad in the newspaper. Kevin O'Reilly suggested the Township place an ad in the newspaper about the meeting as suggested by Rebecca Schlag-APA.

 2. Nelson Township Cooperative Agreement-Joyce Peters has sent a letter to Nelson Township requesting a Purchase Order for up to 2000 dollars for the Cooperative Agreement to crack seal Reynolds Road.

 3. Bank Reconciliation-The Fiscal Officer presented the Board with the August 2013 Business Now Checking Account Bank Statement and Reconciliation Report. Kevin O'Reilly made a motion to approve the bank reconciliation as presented. Nancy Ferguson seconded the motion. (Resolution No. 13-234) Motion carried unanimously.

 4. Rescue Squad Repair-The Fiscal Officer reported that the rescue squad had problems with the air conditioner. A motion was made by Donald Villers and seconded by Kevin O'Reilly to approve up to 1000.00 dollars to Countryside for repairs to rescue squad. (Resolution No. 13-235) Motion carried unanimously.

5. Lifeforce Management-The Fiscal Officer reported that Life Force Management recommended forwarding to collections three accounts. Nancy Ferguson asked if they were non-resident. It was decided they were. A motion was made by Nancy Ferguson and seconded by Donald Villers to send account THODIA for 693.00 dollars to collection. (Resolution No. 13-236) Motion carried unanimously. A motion was made by Nancy Ferguson and seconded by Donald Villers to send account FINCHR in the amount of 538.00 dollars to collection. (Resolution No. 13-237) Motion carried unanimously. A motion was made by Nancy Ferguson and seconded by Donald Villers to send account PREANT to collection. It was discussed that this account at the time of the incident was not a resident. (Resolution No. 13-238) Motion carried unanimously.
 6. Report Distribution-The Fiscal Officer distributed Fund Status and Appropriation Status Reports to the Board.
 7. Carryover Funds-Donald Villers asked the Fiscal Officer if there were any funds to carry over to next year. Joyce Peters said there are approximately 400,000 dollars of various funds to carry over. Nancy Ferguson asked how much is Fire Fund. Joyce Peters said approximately 200,000 dollars is Fire Fund.
- Fire Department
 1. Tire Replacement-Nancy Ferguson reported that the Fire Department is requesting to replace a tire on the 4221 engine because of lost lugs (tread on tire). They indicated they may only have to replace one tire and would like to use Orwell Tire a State bid company for a cost of up to 1000.00 dollars. A motion was made by Nancy Ferguson and seconded by Donald Villers to approve up to 1000.00 to Orwell Tire for tires for the fire truck. (Resolution No. 13-239) Motion carried unanimously.
- Road Department
 1. Road Maintenance-Donald Villers reported that the Road Department has been doing roadside mowing. Patch, Nash and south end of Reeves Roads have been completed. He also reported that the rear tire of the truck went flat when they were picking up the trash at Overlook Park and will be repaired.

- Cemetery
 1. Portable Rest rooms-Kevin O'Reilly reported that Tom Evers called Clemson to pick up all the portable rest rooms except for one up at the Overlook Park for the fall.
 2. Fence Railing-Donald Villers reported that one of the railings by Overlook Park is broken and will be fixed after the mowing is done. He also reported that he had received a compliment on the care of the Cemetery.

- Zoning
 1. Addition to deck-Pre-application and permit issued to a resident on Reeves Road for addition to a deck.
 2. Accessory Building-Pre-application was received for an accessory building on Tavern Road. Resident required to submit needed legal documents before a permit can be issued.
 3. New House-Pre-application and a permit issued for a new house on Bundysburg Road.
 4. Parcel Split-Proposed parcel split on Reeves Road. Resident to submit documents prior to sending to the Geauga County Planning Commission for review.
 5. Accessory Building-Pre-application was received from resident on Madison Road for an accessory building for a possible Home Occupation.
 6. Non-compliant letter-The Zoning Inspector issued a non-compliant letter to a resident on Reeves Road about drive width and needed turnaround. A few weeks ago a non-compliant letter was sent to neighbor for not constructing a drive and a needed driveway culvert. Mr. Spelich reported that Tom Evers-Road Superintendent was sent a copy of the permit.
 7. Property Visit-The Zoning Inspector reported that on September 9, 2013 at 8:00 am, he met with Assistant Prosecutor Rebecca Schlag at the property of John Miller to view the 12000 square foot tool and equipment shed. He said Rebecca Schlag-APA asked several question of Mr. Miller such as, type of livestock housed on the farm, number of horses and where

they were housed, what type of crops were grown and how much was kept for the farm and if any were sold. Mr. Spelich said that at least 50% of the building would have to be used for agriculture. Mr. Spelich reported that Mr. Miller said he offers auctions at least two per month and the building was being leased out, but for only what you wanted to pay. There is no set amount and no contracts. There were implements for farming being stored in the building including tractors, and a wagon with hay. Mr. Miller told them the building concrete is heated with hot water heat from an outside boiler. Mr. Spelich reported that Rebecca Schlag- APA indicated after the tour that the building was agriculture unless proven otherwise.

Old Business

- Fire Door Magnets-Kevin O'Reilly indicated he had spoken with Gilmore Security about the cost of installation of door hold open for the Community House three Fire Doors. He reported that the cost of total installation including bracket, labor, and wiring to existing alarm system would be 1910.00 dollars for all 3 doors. It was indicated that at a previous meeting the cost of the door closers was 610 dollars per door. It was discussed that for the convenience of people using the building if this was installed they could leave the doors open and if there was a fire and the alarm goes off the doors would close automatically. Nancy Ferguson made a motion to go ahead with Gilmore Security at a cost of 1910 dollars for installation of devices. Donald Villers seconded the motion. (Resolution No. 13-240) Motion carried unanimously.
- Health Insurance Renewal-Nancy Ferguson recommended increasing the deductible paid by the employees for Health Insurance to 500 dollars. She also suggested increasing the employee contribution to the premium from 5% to 8%. She recommended the employees pick up all of the Life Insurance Premium. Joyce Peters pointed out that the Township pays all of the Fire Fighters Life Insurance. Debbie Wilson indicated that the employer is required to pick up 25% of the Life Insurance Premium because of the OTARMA Group the Township is in. Debbie Wilson said that the Township is in the OTARMA Group of Townships for Life Insurance, Dental, and Vision and these renew in January. She said because we are in this group, there is a savings on the rates for these. The Townships Health Insurance renews in October. Debbie Wilson said if the Township requires the employee to help pay the deductible they can choose 250 dollars or 500 dollars. Nancy Ferguson made a motion to increase the employee premium contribution to

8%, increase the employee deductible contribution from 250 dollars to 500 dollars with the employee to contribute the first 500 dollars annually. Donald Villers seconded the motion. (Resolution No. 13-241) Motion carried unanimously.

- Road Paving-Kevin O'Reilly reported that Shane Hajjar from the Geauga County Engineer Office had dropped off more information in regards to the grant and paving the roads in the center of town. He said the absolute deadline is October 1, 2013, after that day the Township would lose the possibility of the grant. If the Board would like to proceed with the grant they would have to do the following: 1. Pass a Resolution of Convenience and Necessity. Nancy Ferguson indicated this has to be a unanimous vote. 2. Certify a Representative to make sure the pay is prevailing wage per the contract. Because there will be no returning Trustees next year, Kevin O'Reilly raised the question on who this could be. The Fiscal Officer was suggested, or just naming the Chairman of the Board of Trustees. Kevin O'Reilly would like to ask the Geauga County Engineer Office what would be allowed. 3. Certification of funds. 4. Capital Improvement.

Nancy Ferguson suggested doing Church, Center, West, and West-Park Streets. Donald Villers said he had done a drive to observe the condition of the roads and indicated that Mill Street was in worse condition than West-Park Street. Nancy Ferguson said that there was more traffic on West-Park Street, which is in front of the Post Office than on Mill Street. Kevin O'Reilly looking at the specifications wondered whether the paving was just for the Street width on West-Park Street, and not the whole parking lot for the Post Office. He also noted that at the September 3, 2013 meeting Mr. Hajjar from the Geauga County Engineer Office indicated that the three roads in the worst condition were Mill, Church, and West Street. Nancy Ferguson questioned the work the Township would be required to do if Mill Street was done. Donald Villers indicated the Township would not have to do anything, but if they wanted to do ditching in that area it would cost 16 man hours of labor, and could be done in one day. Nancy Ferguson indicated she was not in favor of doing the project if Mill Street is included. Kevin O'Reilly noted that in the estimate of reduced amount he did not see Pavement repair/planing, which was in the first estimate from the Engineer Office. It was decided that Kevin O'Reilly would call Shane Hajjar from the Geauga County Engineer Office to ask him to attend a Special Meeting to discuss the road paving on Monday September 23, 2013 at 8:30 a.m. Kevin O'Reilly will notify the newspaper.

Approval of Bills and Wages

A motion was made by Nancy Ferguson and seconded by Donald Villers to approve the bills and wages from warrant #20122 through warrant #20150. (Resolution No. 13-242) Motion carried unanimously.

Adjournment

A motion was made by Donald Villers and seconded by Nancy Ferguson to adjourn the meeting at 9:17 p.m. (Resolution No. 13-243) Motion carried unanimously.

Respectfully Submitted,

Approved,

Joyce Peters

Kevin O'Reilly

Fiscal Officer

Chair