

Parkman Township Trustees Regular Meeting of August 5, 2014

The regular meeting of the Parkman Township Trustees was called to order at 7:30 p.m. at the Community House. In attendance were Trustees - Jon Ferguson, Roger Anderson, and Dennis Ikeler, Fiscal Officer - Kathy Clossin, Joan Windnagel, Cheryl Nellis, Nancy Ferguson, John Spelich, Paul Komandt, Tom Evers, Courtney Sanders and Ann Wishart.

An agenda was made available for attendees. The Pledge of Allegiance was recited. The checks were presented by the Fiscal Officer and signed by the Trustees.

D. Ikeler moved and R. Anderson seconded a motion to pay bills from warrant #20944 through warrant #20989. Motion carried unanimously. (Resolution No. 14-211)

R. Anderson moved and D. Ikeler seconded a motion to waive the reading of the July 15, 2014 minutes and approve the same. Motion carried unanimously. (Resolution No. 14-212)

Fiscal Officer

*Presented bills to be paid

* J. Ferguson motioned and R. Anderson seconded a Resolution to transfer \$600.00 from 1000-110-599-0000 (Other Expenses) to 1000-110-312-0000 Auditing Services to pay the bill for the Audit with a then and now purchase order. Motion carried unanimously (Resolution No. 14-213)

* R. Anderson motioned and J. Ferguson seconded a Resolution to transfer \$13,000 from 2021-330-599-0000 (Other Expenses) to a new account 2021-330-190-0000 Salary for Road Supervisor for the remainder of the year. Motion carried unanimously (Resolution No. 14-214)

* J. Ferguson motioned and R. Anderson seconded a Resolution to transfer \$2,700 from 1000-110-599-0000 to 10000-130-139-0000 (Zoning Secy. Salary for remainder of year). Motion carried unanimously (Resolution No. 14-215)

* J. Ferguson motioned and D. Ikeler seconded a Resolution to pay bill for the new Truck \$43,774.75 to Concord Road Equipment Mfg. Inc. Roll Call Vote: R. Anderson – yes, J. Ferguson – yes, D. Ikeler – yes motion carried unanimously. (Resolution No. 14-216)

*Discussed verbiage on Bonds that had been signed previously. J. Ferguson will persue.

* Mail from Geauga Dept. of Aging – and the Housing Center

* R. Anderson motioned and D. Ikeler seconded a Resolution to accept a \$250 check from Chase Bank - From the Ohio Touring Club donating money towards the new refrigerator for Overlook Park Motion carried unanimously (Resolution No. 14-217)

* J. Ferguson motioned and R. Anderson seconded a Resolution to accept the July 2014 Bank Reconciliation. Motion carried unanimously (Resolution No. 14-218)

*Received a check from Middlefield Chamber of Commerce – Circus/Trunk Sale Flyer Handouts - Pay to the order of Geauga Prime Time - check will be returned to the sender.

* Confirmation of Bid Acceptance Letter and paperwork for re-paving Project (CGZ12) for the Center of Town sent to Chagrin Valley Paving Inc. and they have returned the contracts for the Trustees signatures.

* Returned Non-successful bids for paving contract CGZ-12 to Ronyak Paving Inc. and Burton Scot Contractors LLC.

* Received a revised bill from Dale Holcomb for preparation of baseball fields during the 2014 season and paid bill of \$675.00

* Letter from USDA to Parkman Township concerning growing crops (Overlook Park)

* Monthly Reports sent to each Trustee via Email

* One Zoning Board Application received

* Job Opportunity #2210 – Director of Transportation - Geauga County Commission

* Minutes to be signed July 15, 2014

* Department of Commerce – Alcohol Beverage Permit Information bulletin shared

* OPERS Health Care informational sheet * Geauga Seniors letter requesting donation

* Medical Mutual Information via email from the Wilson Co to be discussed next meeting

* Med Tox information – Drug Screening – Dennis Ikeler had information on a non-employee – K. Clossin will return information and assure no bill is sent to Parkman.

* D. Ikeler provided a Health Department warning concerning Giant Hogweed
Information can be obtained from WWW.OHIOLINE.EDU/ANR-FACT/HOGWEED.HTML

Fire Department (P. Wayne Komandt)

* Two cadets have passed the state certification and will be applying to the FD soon. Three additional cadets will be testing next week.

* We are applying for a Marc's radio grant

* Removal of Fire Department items from the basement to the storage unit continues

* The Fire Department received two demonstrations on Self-Contained Breathing Apparatus (SCBA) and we should have a set of specs for the Prosecutor to review soon

* We see no major purchases in the near future and we're still distributing the Files of life.

* Received quotes for replacement of the air conditioner in the Fire Station. Cain's Air Conditioning and Heating - \$2,800 and Burton Sheet Metal \$3,900 Information was given on the specifics. J. Ferguson motioned and R. Anderson seconded a Resolution for Cain's to replace the Fire Department air conditioner at a cost of \$2,800. Motion carried unanimously (Resolution No. 14-219)

* A discussion was held concerning purchasing Motorola radios for \$150 each from Farmington F.D. These radios would enable Parkman FD to communicate with Trumbull and Portage counties during incidents. The radios will need to be reprogrammed by a professional. J. Ferguson motioned and D. Ikeler seconded a Resolution to purchase four Motorola radios from Farmington FD at a cost of \$150 each for a total of \$600. Motion carried unanimously (Resolution No. 14-220)

* J. Ferguson motioned and D. Ikeler seconded a Resolution to pay Spaulding Communications up to \$350 to reprogram the newly acquired Motorola radios. Motion carried unanimously (Resolution No. 14-221)

* J. Ferguson motioned and R. Anderson seconded a Resolution to have AdvanTech provide Preventative Maintenance on Units 4221, 4222, 4231 and 4251 for a total of \$4,000 (\$600 per vehicle). Motion carried unanimously (Resolution No. 14-222)

* Recommendation of two individuals to attend a Basic EMT class at Geauga University Hospital was discussed at a cost of \$900 per enrollee. Delayed until the cadet becomes a member of the Fire Department.

Road Department (Tom Evers)

* Work continues on Hosmer Road, three driveway pipes were placed and prices are needed for cleaning out the waterways.

* On Friday, the air compressor on the Gradall quit working and it was towed to Country Side for repairs. The repairs should be covered under warranty.

* Road Department has been reducing the hill and leveling the slope on West Street.

* The cable company needs to remove their lines before the poles can be removed on West Street. Discussion on placement of topsoil and Hydro-seeding the areas on West Street was discussed and put on hold until costs are determined.

* J. Ferguson asked T. Evers to identify the costs for Hobart Road and for the Center of Town repaving project (CGZ-12) on the Fund Ledgers in order to segregate them in the cost profile.

* On Swine Creek Road, installed a driveway pipe and dug up several bushes which the owner will replant outside the right of way. A tree needs to be removed prior to completion.

* A chipper needs to be rented for some brush that was removed, will wait on the Gradall repair before renting the chipper.

* Additional driveway pipes were installed on Nash Road. A discussion was held on how the owners are billed, Road Supervisor Evers sends them a bill after the work is completed and he will provide the information to the Fiscal Officer. A suggestion was made to have the owner/resident pay a minimum amount before the work begins.

* The new truck is ready to be picked up from Concord

* A waterway needs to be cleaned on Hosmer Road

Note: T. Evers provided the name of the company on Cochran Road in Solon that has donated road salt to Parkman Township as Amresco.

Community House (Roger Anderson)

Note: the check has been received from the Ohio Touring Club for \$250.00 to purchase a refrigerator for Overlook Park.

* Two bundles of shingles are needed for Parkman Pavilion due to a recent storm which created a leak in the kitchen area.

* The basement had extensive water issues due to a recent storm, cleanup is going well.

* Discussion was held concerning the old range hood and related equipment presently stored in the basement. R. Anderson will look into this.

* Discussion on a possible Resolution to the flooding issue with the recent storm was held and it was decided to leave it alone for now.

* Cell tower rental was discussed and there has been a decrease in income, resulting in a reduction of about \$12,000 to \$13,000 in the general fund this year. J. Ferguson is looking for possible rentals.

Cemetery

- * Trustee signatures were needed on the deeds to four previously sold lots

Zoning (John Spelich)

- * An application was completed by David Mullett on Madison Road for a Home Occupation to build and repair Amish buggies. He made a second application for an addition to an existing accessory building. Both permits were granted along with one for signage
- * Received and inquiry for the rules and regulations for cell towers for a proposed tower in the North Shedd Road area. (Work on the Shedd road tower should not occur before the end of the year.) Information was also received on the Main Market Street tower, this information was sent to the prosecutor's office for further review.
- * Received and approved all paperwork for a proposed large lot subdivision No. 14-204 on Parcel 25-107900. The paperwork was sent to the Planning Commission and they approved all provisions on July 3, 2014. The real property is held by Peg Koelble.
- * New start-up for 2013 was received from the Planning Commission which indicated that eight new homes and the information for the first half of 2014 indicates eleven new homes with at least four additional homes to be permitted by September 2014.
- * All paperwork for an accessory building on Amblaire Road, Lot ten has not been received.
- * In May, William Hoschsteller completed an application for a new house and barn on Tavern road, the Final paperwork with the Address and drive permit was just received and a permit was released to him.
- * Contacted by Direct TV, inquiring about regulations on the installation of Home Alarm systems and cameras. Zoning commission may want to look into this for revenue.
- * Aden Miller completed an application for a new house and barn at 15285 Agler Road. All paperwork was in order and a permit was issued.
- * Permits were issued to Sommer and Associates for the CNC project on Main Market. They will move on the construction phase of the project.

Old Business

- * Discussion was held on the July 15th Parkman Trustee meeting. All Trustees gave positive statements of the meeting held in the Amish Community with a note to continue reaching out to the Amish community for participation. Another similar meeting should take place in September, in a different Parkman location. Information is forth coming. J. Ferguson wrote a Thank You note to Norm Yoder for being so accommodating at the Sugar Bush School location.
- * Jon Ferguson abstained from reviewing the one Zoning Application that had been received. The other two trustees reviewed the application for an alternate position on the Board of Zoning and Appeals (BZA). Dennis Ikeler motioned and Roger Anderson seconded a Resolution to appoint Nancy Ferguson as an Alternate on the BZA. R. Anderson – yes, D. Ikeler – yes, J. Ferguson – abstained. (Resolution No. 223) Nancy Ferguson requested not to be paid and said that she will work as a volunteer.
- * Discussion was held on the Appraisal process for probationary employees. Once completed, R. Anderson will conduct the Township Secretary evaluation, J. Ferguson will conduct the Zoning Secretary evaluation and D. Ikeler will conduct the Road Department evaluation. Roger had already completed the Community House evaluation.

New Business

* J. Ferguson motioned and R. Anderson seconded a Resolution to sign the Official Contracts for the CGZ-12 Paving project for Chagrin Valley Paving for repaving the center of Parkman; streets: Center, Church, West and West Park for a total of \$127,000 Roll Call – R. Anderson – yes, J. Ferguson – yes, D. Ikeler – yes motion carried unanimously (Resolution No. 14-224) * Recommendation to send letters to residents that are affected by the re-paving project was accepted.

* J. Ferguson discussed the Road Department situation and said that the Road Department was spending slightly more money than what has been funded. He indicated that the amounts that are available for this year will keep us within the Budget as long as we continue to prioritize and evaluate spending needs. D. Ikeler and T. Evers will prepare a plan to reduce costs and to maintain the roads while reducing spending.

* Life Force representatives met with J. Ferguson to discuss outstanding billable cost recovery. It was determined to wait to make any decisions until discussions can be held concerning the possibility of sharing resources with Troy Township to assure that both agencies have similar policies on billing.

* A recommendation was made to proceed with one collection for case DAVDAN. J. Ferguson motioned and R. Anderson seconded a Resolution to Authorize Life Force to send case DAVDAN to a collection agency. Motion carried unanimously (Resolution No. 14-225)

* Fire Department staffing information was obtained from Gerald Mitchell, for the Parkman Trustees to use as possible guidelines with Parkman FD staffing. They would like to have a plan approved by January 1, 2015.

* R. Anderson and J. Ferguson attended the Northeast Ohio Township meeting. Since Parkman will host the January Geauga Township Association, they recommended Andrew (Drew) Esposito as the speaker and he would talk about Township Employee Manuals and their content. Dave Day, from Kent State University made his facility available for the January meeting. A discussion was held on possible catering and refreshment costs as well as the cost for each attendee. Further discussions and planning will be needed.

* R. Anderson requested information from the Trustees for the fall edition of the Parkman Paragraph. R. Anderson said he would complete the article.

* J. Ferguson moved and R. Anderson seconded a motion to go to an Executive session for the purpose of employment of Public employees (ORC 121.22-G1). Motion carried unanimously.

* J. Ferguson moved and D. Ikeler seconded a motion to reconvene the meeting, Motion carried unanimously.

* R. Anderson motioned and D. Ikeler seconded to adjourn the meeting at 10:00 p.m. Motion carried unanimously.

Respectfully Submitted,

Approved



Kathy Clossin
Fiscal Officer



Jon Ferguson
Trustee Chairman