

Parkman Township Trustees Regular Meeting of July 15, 2014

The regular meeting of the Parkman Township Trustees was called to order at 7:00 p.m. at the Sugar Bush School located at 17380 Newcomb Road. In Attendance were Trustees - Jon Ferguson, Roger Anderson, and Dennis Ikeler Fiscal Officer - Kathy Clossin, Joan Windnagel, Cheryl Nellis, Ken Bender, Robert Miller, Sam Miller, John Fisher, Allen Yoder, Levi Yoder, Jonas Yoder, Owen Yoder, John Troyer, Norman Yoder, Chester Hershberger, Mary Yoder, Crist Yoder, Kathy Preston, Nancy Ferguson, John Spelich, Paul Komandt, Diane Ryder and Tom Evers.

The board of Trustees was introduced along with the Fiscal Officer, Assistant and Secretary. Jon Ferguson gave a brief explanation of the meeting, specific duties and that the meetings follow the Sunshine Law. An agenda was passed out with a copy of the July 1, 2014 minutes and a Parkman Township contact list. The checks were presented by the Fiscal Officer and signed by the Trustees.

Dennis Ikeler moved and Jon Ferguson seconded a motion to pay the Geauga County Engineers \$19,727.82 with the then and now purchase order #54-2014. Motion carried unanimously. (Resolution No. 14-201) Tom Evers requested a copy of the bill for the road department.

Roger Anderson moved and Dennis Ikeler seconded a motion to pay bills from warrant #20904 through warrant #20943. Motion carried unanimously. (Resolution No. 14-202)

Roger Anderson moved and Jon Ferguson seconded a motion to waive the reading of the minutes and approve the same. Motion carried unanimously. (Resolution No. 14-203)

Fiscal Officer

*Presented bills to be paid

Jon Ferguson read the following information provided by the Fiscal Officer for the Renewal of the 0.5 mil Fire and EMS Levy: Proposed Tax Levy (Renewal) Parkman Township. A majority affirmative vote is necessary for passage. A renewal of a tax for the benefit of Parkman Township for the purpose of providing and maintaining fire apparatus, appliances, buildings, or sites therefor, or sources of water supply and materials therefor, or the establishment and maintenance of lines of fire alarm telegraph, or the payment of permanent, part-time, or volunteer firefighters or firefighting companies to operate the same, including the payment of the firefighter employers' contribution required under section 742.34 of the Revised Code, or the purchase of ambulance equipment, or the provision of ambulance, paramedic, or other emergency medical services operated by a fire department of firefighting company at a rate not exceeding 0.5 mil for each one dollar of valuation, which amounts to \$0.05 for each one hundred dollars of valuation, for five years, commencing in 2014, first due in calendar year 2015.

Roger Anderson moved and Dennis Ikeler seconded a motion for renewal of the 0.5 mil levy as stated by Jon Ferguson. Roll call vote: Roger Anderson - yes, Jon Ferguson - yes, Dennis Ikeler - yes. Motion carried unanimously. (Resolution No. 14-204)

Trustee Jon Ferguson read the following information provided by the Fiscal Officer for the

Renewal of the 1.9 mil Fire and EMS Levy: Proposed Tax Levy (Renewal) Parkman Township. A majority affirmative vote is necessary for passage. A renewal of a tax for the benefit of Parkman Township for the purpose of providing and maintaining fire apparatus, appliances, buildings, or sites therefor, or sources of water supply and materials therefor, or the establishment and maintenance of lines of fire alarm telegraph, or the payment of permanent, part-time, or volunteer firefighters or firefighting companies to operate the same, including the payment of the firefighter employers' contribution required under section 742.34 of the Revised Code, or the purchase of ambulance equipment, or the provision of ambulance, paramedic, or other emergency medical services operated by a fire department of firefighting company at a rate not exceeding 1.9 mil for each one dollar of valuation, which amounts to \$0.19 for each one hundred dollars of valuation, for five years, commencing in 2014, first due in calendar year 2015.

Dennis Ikeler moved and Roger Anderson seconded a motion for renewal of the 1.9 mil levy as stated by Jon Ferguson. Roll call vote: Roger Anderson - yes, Jon Ferguson - yes, Dennis Ikeler - yes. Motion carried unanimously. (Resolution No. 14-205)

Fire Department

- *All the cadets passed the instructors test and took the state test for certification today.

- *The Fire Department has been awarded money from the FEMA grant for SCBA equipment requested. FEMA awarded \$125,885.00 which did not cover the cost for the Thermal Imager. The total project cost will be \$132,510.00.

- *The Fire Department air conditioner needs replaced the unit is dated to the point that replacement parts are obsolete. They will be obtaining a quote for replacement.

- * The Fire Department will continue to work on the basement and the storage building.

- * When the cadets pass the state test we will need to appoint them and order gear as needed.

- * The Fire Department is looking to change the preventative maintenance contract on the apparatus to a company that is less expensive and will come to the station. This may be presented in the next meeting and will require a purchase order number.

- *There are no apparatus issues with the exception of the air and electric ejects on the 4231 Tanker. Parts have been ordered and are in.

Road Department

- * Work on Hobart Road was wrapped up the week before last.

- * The catch basins on 422 & Church Street and on Norton & Center Streets are done and the area will need grass seed.

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

- * The power company will be out by Monday to move poles on West Street.

- * The new truck will be ready next week. The Road Department requested \$500.00 for running boards to be purchased for the new truck as they were not ordered initially. This has been put on hold per Dennis Ikeler to see were the Road Department is financially.

- * A company on Cochran Road in Solon has donated in excess of 6 tons of salt to Parkman Township. (Tom Evers will provide us with the name of the company for us to accept the donation.)

Jon Ferguson moved and Roger Anderson seconded a motion to accept 6 tons of salt from a company in Solon, Ohio. Motion carried unanimously. (Resolution No. 14-206)

- * A catch basin will be put in, in the drive way of property owners Rod and Pam Zeigler

on West Street for the purpose of alleviating water run off on Main Market Rd. (State Route 422).

Community House

*Ohio Touring Club will be donating \$250.00 to purchase a refrigerator for Overlook Park.

*The Parkman Community House and Overlook Park are being booked regularly.

Roger Anderson answered a question regarding rental pricing and information for both the Community House and Overlook Park as asked by the Amish Community.

*The air conditioning unit in the Community House had a cracked pvc hose that was allowing water to drip into one of the light fixtures. This was repaired by Charlie Cain of Garrettsville; he originally installed the unit. He informed us that one of the air conditioning units in the attic was not working due to a bad condenser. Mr. Cain repaired everything for \$198.00.

* Tom Evers mentioned he had checked out the basement and noticed the west wall was damp and said the dirt by the wall may need to be back filled.

Cemetery *There is nothing to report at this time.

Zoning

*Proposed small lot subdivision containing 5.3 acre parcels number 25-062000 owned by David J. and Suzan Miller. The lot split listed the following - surveyors map, deed were all received to Parkman Township reviewed and sent back to planning commission.

*A noncompliance letter was sent to the owners of the old burned out house on Main Market Road. After receiving the notice the home was torn down and foundation filled in, in accordance to Health Department Regulations. Case closed.

* A special tax request was sent to Parkman Township from The Lawyers Title Agency of Chardon on the property located at 17260 Old State Road for the Estate Trustees Sharon Futtu to Sam Mullett, paper work was completed and returned to the Title Agency.

*Application for a new house was completed by Mathew Yutzy at 16733 Farmington Road. Mr. Yutzy completed application for signage and both permits were released to the owner.

*Application for signage by Mr. Noah I. Yutzy of 16990 Nash Road for an organic vegetable stand located on Nash Road.

*Information request on zoning regulations on building a new house on lot number 10 on Amblaire Road off of Old State Road. The O'Neill's are coming in Wednesday evening to complete an application for the house and accessory building.

*Further information is forth coming on the proposed Verizon tower that may be located in the northern section of the Township. The tower construction may be in the later part of the year.

* Proposed large lot subdivision number 14-024 for parcel 25-170-900 owner being Peg Koelble. The Zoning Department received a parcel map with the surveyors map. It was reviewed and sent back to the planning commission.

Old Business

1) OPWC Paving Approval - Roger Anderson moved and Dennis Ikeler seconded a motion to approve Jon Ferguson as the signatory which will provide him authority to sign all contracts for the paving project. Motion carried unanimously. (Resolution No. 14-207)
Jon Ferguson informed the group that the OPWC agreement had been signed and mailed.

Three Bids were received for the upcoming paving project from Chagrin Valley Paving Inc. for \$127,040.00, Burton Scot Contractors for \$132,678.00 and Ronyak Brothers Paving Inc. for \$132,828.00. In a letter received from Nick Gorris of the Geauga County Engineers Department it was recommended that we approve the Chagrin Valley Paving Inc. for \$127,040.00.

Jon Ferguson moved and Roger Anderson seconded a motion to approve Chagrin Valley Paving Inc. as the contractor to do the paving in Parkman Township for \$127,040.00. Motion carried unanimously. (Resolution No. 14-208)

2) Fire Department Staffing - Jon Ferguson led a conversation regarding permanent staffing of the Fire Department. He said permanent staffing would reduce delays in response times by eliminating drive time to the Fire Department as well as provide better daytime coverage. He also mentioned that Parkman should consider working with Troy to share resources. Life Force Soft Billing was also discussed. Jon Ferguson feels the Fire Chief has a good administrative plan and is behind staffing one hundred percent with the two levies passing. The Fire Chief Wayne Komandt read a letter explaining why permanent staffing would be a benefit to the community. He also mentioned delayed times and missed calls that are presently being covered by the Troy Fire Department. He stated that this is something that he has been requesting for about five years and has been turned down by past Trustees. Roger Anderson stated he has no issues against staffing as long as it can be continuously afforded. Mr. Anderson stated that his daughter has been working with both Troy and Parkman as an EMT, but believes it is all about the budget. Dennis Ikeler also is in favor of staffing. He was affected by lack of staffing two years ago when only one Parkman EMS person showed up but was unable to transport him until additional help from the Troy Fire Department arrived. Mr. Ikeler would like to see if Parkman could share resources with Troy as well. Former Trustee Nancy Ferguson stated that she had tried to put this in place during her time in office even going as far as working out a preliminary plan with the Troy Fire Department. She complimented the Fire Chief on being a good Chief that is financially responsible.

Jon Ferguson moved and Dennis Ikeler seconded a motion to allow permanent staffing for the Fire Department after the renewal levies pass. Motion carried unanimously. (Resolution No. 14-209)

New Business

1) Employee Appraisals - Trustees would like to put in place a procedure to review employees. Presently the Township has three new employees that will be finishing their probation periods that need to be reviewed. Reviews to be completed are for: Cheryl Nellis, Parkman Township Secretary, her review will be completed by all three Trustees, Elizabeth Sanders, Community House Coordinator, will be reviewed by Roger Anderson; and Janice Helt, Zoning Secretary, will be reviewed by Jon Ferguson. Roger Anderson suggested a standard form be made to better allow them to use the same procedures.

2) General Fund/Road Spending forecast - Jon Ferguson presented a report that covered the Road Department's four year spending history and a two year spending forecast for the Road Department and the General Fund. Jon Ferguson explained that in the past the General Fund, the Road Funds, and the Road levy were all used to support maintaining the roads. The Township needs to end the calendar year with a balance of \$200,000 in its general fund in order to pay bills and run smoothly at the start of the next year. In most years Parkman Township has been able to carry over a balance of over \$300,000. Jon Ferguson

stated that in order for that to happen we would have to cut \$150,000 to \$200,000 out of our spending in the next 6 months. In reviewing the Road Department's spending it was found that the labor hours were about the same, although the cost per hour had increased. The cost of gravel has increased about \$1.00 per ton over the last five years and at this time the cost of salt is very high because there is a shortage. We are committed to the paving project and the paying the remainder of the new truck purchase. The balance of over \$40,000 for the truck will come out of the budget this year. At this time Jon Ferguson feels that the Road Department will have to cease any work or spending until it is approved by the Trustees. Tom Evers expressed a concern for Hobart Road that they have been milling and filling and will continue until the current material runs out. Losing the concrete stabilization that was put in by the State on Hobart Road is a major concern. If stabilization is lost, Parkman Township will not have the funds to replace it. At this time the work that needs to be done on Hobart Road will be reviewed and cost evaluated before continuing. It was stated that many communities are having similar concerns since the State is cutting funding and communities are being affected. Other communities have chosen to take out loans to get through this difficult time. However Jon Ferguson does not think at this time that taking out a loan would be in Parkman Township's best interest. At this time every penny needs to be accounted for before making any decision. It was asked what other spending there is or has been. And the answer to this was that the Community House has spent about \$30,000 dollars in 2012 for upgrades. Mr. Ferguson asked that it be understood that the Fire Department has its own funding with levies and the new staffing would not affect the General Fund.

Public Comments

The Amish community gave the Trustees compliments and enjoyed seeing them work together. Several of them stated that they understood that tough and unpopular decisions need to be made in times like these.

Trustee Dennis Ikeler thanked the Amish Community for attending, for opening their building for the meeting and being so accommodating. One of Mr. Ikeler's goals when taking office was to get the Amish more involved and was happy to see this meeting happen. Jon Ferguson also thanked the Amish Community for coming out and stated they would like to have meetings in other areas.


Roger Anderson moved and Dennis Ikeler seconded a motion to adjourn the meeting at 9:30 p.m. Motion carried unanimously. (Resolution No. 14-210)

Respectfully Submitted,

Approved



Kathy Clossin
Fiscal Officer



Jon Ferguson
Trustee Chairman