

Parkman Township Trustees Regular Meeting of January 20, 2015

The regular meeting of the Parkman Township Trustees was called to order at 7:00 p.m. at the Community House. In attendance were: Trustees - Jon Ferguson, Roger Anderson, and Dennis Ikeler, Fiscal Officer - Kathy Clossin, John Spelich, Tom Evers, Nancy Ferguson, Mike Komandt, Donald Villers, Ben Sutton and Jim DeLucus.

- * An agenda was made available for attendees. The Pledge of Allegiance was recited.
- * R. Anderson moved and D. Ikeler seconded a motion to approve the signing and payment of the bills and wages. Motion carried unanimously. (Resolution No. 15-25)
- * R. Anderson moved and D. Ikeler seconded a motion to waive the reading of January 6, 2014 regular meeting minutes and to approve the same. Motion carried unanimously. (Resolution No. 15-26)

Guest Speaker Ben Sutton with Ohio Plan Insurance – He is based in Aurora, Ohio and their claim service is located in Toledo, Ohio. They are an alternative Insurance program very similar to OTARMA. Mr. Sutton provided information on liability limits, differences between coverages offered by the Ohio Plan and OTARMA. One of the differences is the prior acts coverage with a 5 year period of coverage. Another difference was the five million dollar aggregate limit. Numerous points were presented and questions were asked by the Trustees.

Guest Speaker Jim DeLucus with Burnham and Flower Insurance Group representing OTARMA - He is based out of Columbus, Ohio and they coordinate with the Wilson Agency in Middlefield, Ohio and Montana. Mr. DeLucus provided information on liability limits and differences between coverages offered by the OTARMA and Ohio Plan. One of the differences is that if there is a partial loss, they will “write you a check” instead of paying for repairs to Parkman vehicles. Another difference was a no dollar amount on aggregate claims. Numerous points were presented and questions were asked by the Trustees.

* Both companies have similar costs and provide slightly different coverages. Both representatives were knowledgeable and presented their information well. The Trustees will look at the additional information provided and no decision was made at this meeting.

Fiscal Officer

* Presented bills, purchase orders, five cemetery deeds and minutes to be signed, emailed mail and information to the Trustees.

* J. Ferguson moved and R. Anderson seconded a motion to move \$500 from fund 1000-330-599-000 Other-Other expenses to fund 1000-130-212-0000 Social Security to pay for Social Security for the first three months of 2015. Motion carried unanimously (Resolution No. 15-27)

* J. Ferguson moved and D. Ikeler seconded a motion to move \$600 from fund 2014-410-360-0000 Contracted Services to fund 2041-410-351 Electricity to pay the electric bills for the Cemetery in 2015. Motion carried unanimously (Resolution No. 15-28)

* Annual Township Highway System mileage Report from Geauga County Engineer Joe Cattell – paperwork needs to be verified signed and returned before March 15, 2015. Indicates that 0.03 miles has been removed from Parkman's roads and the total mileage as of 12/19/14 is 26.806 miles of road in Parkman Township. R. Anderson moved and D. Ikeler seconded a motion to sign the ODOT form with the new mileage for Parkman Township. Motion carried unanimously (Resolution No. 15-29)

* Geauga County Planning Commission, Directory information updated.

* Geauga County Engineers, township records updated.

* Ohio Dept. of Administrative Services – Cooperative Purchasing Administrative Fee \$100. J. Ferguson moved and D. Ikeler seconded a motion to approve \$100 to pay the Department of Administrative Services for access to the Cooperative purchasing. Motion carried unanimously (Resolution No. 15-30)

* Accuity – Bond Buyers Municipal marketplace - does anyone have knowledge of this company and why we are listed with them? Fax was sent, but no response from Accuity. None of the Trustees knew of this company.

* Received Payment confirmation from Ohio Public Works that \$88,000 has been paid to Chagrin valley Paving Inc. for Parkman center of town re-paving project in 2104

* Township Annual Inventory completed and sent to county.

* Presented letter indicating Unemployment compensation benefits paid year to date.

* Closure Authorization from Life Force – Found Account to be uncollectable fund 14-0064. J. Ferguson moved and R. Anderson seconded a motion to send the account PERSAR for collection. Motion passed unanimously (Resolution No. 15-31)

* Received a memo from Frank Gliha Auditor indicating that the closing date for the first half real estate collection has been set for Feb. 11, 2015. Trustees decided not to ask for an advance.

Zoning (John Spelich)

* Special Tax request received from Lawyers Title Agency of Chardon, search completed for 16644 Main Market and for 17292 Madison Road. Both completed and paperwork returned.

* Legal description and survey map for proposed consolidation of lots for Lester and Cora Shrock. Paperwork was reviewed and met Parkman Zoning regulations and returned to Geauga Planning Commission

* Land application division application and land transfer received from planning commission, reviewed by Parkman Zoning and returned for Mullet Parcel 25-190-160 in the Madison and Shedd road area.

* Complaint received in the area of Nelson Parkman Road and S.R. 88 dealing with junk and untagged vehicles. Letter of non-compliance will be sent to the home owner.

* Application completed for alteration to existing house at 16695 Tavern Road, owned by Pete Grava. Mr. Grava received a permit for renovation to the Tavern Road Parcel

last November and a permit was issued.

- * Change order request from Wayne Homes for home being built at 17315 Barnstable Road. After reviewed, permits #10-14-17315 and #1-15-17315 were issued.

- * Two non-compliance letters sent to Farmington road parcels. The two applied for and received driveway permits to get house numbers and failed to build their drives. One property owner wants a lot consolidation, but they don't have a common drive and the lot consolidation cannot go forward.

Fire Department (Mike Komandt)

- * Working on two state grants and information should be submitted soon.
- * Arrangements made for Farmington and Bristol to pick up the old SCBA's
- * Discussed payment for paramedic classes and possible updating of a prior year motion to pay for this training.
- * Gathering information for new ambulance purchase, trying to make it comparable to Troy FD ambulance
- * Finalization of applications and appointments should be February 16th.
- * J. Ferguson moved and R. Anderson seconded a motion to accept \$1,000 from Junction Auto for the Fire Dept. Motion carried unanimously (Resolution No. 15-32)
- * Job descriptions for the part time staffing are almost complete. Approved fire fighter or EMT applicants will have to be appointed to the Parkman Fire Department.
- * Annual preventive maintenance on the fire vehicles to be completed by mid-February
- * A request is being submitted to FEMA for the authority to spend the remaining balance of the awarded FEMA grant on additional items for the Fire Department.
- * D. Ikeler inquired about who writes the grants and if they would be available to look for and to write grant submissions for all the Parkman Departments. Individuals currently trained in grant writing: W. Komandt, M. Komandt, and K. Dale.
- * Discussion on possible additional Insurance Policy (VIFS) for Sickness and Illness for Fire Fighters that would include cardiac arrest, strokes and cancer. Further information will be needed before a decision can be made. It was pointed out that Line of Duty Deaths for Fire Fighters is #1 Vehicle accidents and #2 Cardiac. Parkman has had 4 previous Fire Fighters pass from cancer, one being only 28 years of age.

Road Department (Tom Evers)

- * Maintenance on trucks and other equipment
- * Plowed snow and treated roads
- * Freightliner going to Countryside to have a/c pump replaced, clutch and bearings worked on. The a/c pump has been purchased.
- * Road department requested and received approval to apply for 2015 OTARMA grant
- * D. Ikeler received a letter of resignation from a road department employee dated Jan 6, but not received until after the Trustee meeting on that date.

Community House (Roger Anderson)

- * R. Anderson received resignation from Community House employee who will be filling the position until a replacement can be found.

Cemetery (Dennis Ikeler) * Nothing new at this time

Old Business

- * J. Ferguson moved and D. Ikeler seconded a motion to accept the revisions to Employee handbook, Chapter 4 section 4.4 (A) and (F) concerning pay checks, section A. The bi-weekly pay period covers two weeks and ends on the last Saturday of the bi-weekly pay period. Employees are paid on the following Friday. If a payday falls on a holiday, the paychecks will be issued the preceding day, except when there are extenuating circumstances.
- F. All employees paid salary, and hourly employees paid bi-weekly and monthly will be required to use direct deposit to receive their pay.

Motion carried unanimously (Resolution No. 15-33)

* D. Ikeler moved and J. Ferguson seconded a motion to accept the revision to Employee handbook - Chapter 5 section 5.1 (A) (2) - A full time employee who opts out of health care coverage may receive an annual award up to \$3,000.00 maximum by the approval of the Parkman Township Board of Trustees. The amount of the award, less Township payroll costs, may not exceed the actual yearly cost of the health care offered. One fourth the award may be paid at the end of each calendar quarter providing the person remains a full time employee for that quarter. Motion carried unanimously (Resolution No. 15-34)

* GTA meeting status presented, meeting will be held in Parkman Township Jan 22. All items required for the meeting are accounted for. Response count: 83 people.

* Discussion on Delta Dental renewal – there is a clause indicating a price if all employees are involved; at present one employee opted out of this coverage.

J. Ferguson will check on this.

* The Trustee information for the Parkman paragraph has been completed. K. Preston inquired if recent concerns in the community might be placed in the publication to raise resident's awareness for property and resident safety.

New Business

* J. Ferguson moved and R. Anderson seconded a motion to go into an executive session for the purpose of compensation of Public Employees in accordance with ORC 121.22 (G) (1) Roll call vote R. Anderson – yes, J. Ferguson – yes, D. Ikeler – yes.


* J. Ferguson moved and R. Anderson seconded a motion to reconvene from the executive session. Roll call vote R. Anderson – yes, J. Ferguson – yes, D. Ikeler – yes.

Public comments

* D. Villers mentioned a problem with excessive vehicles on the west side of SR 608 south of Bundysburg road. Zoning Inspector will inspect the location.

* Resident requested that the Gazebo roof be looked at, it might need repairs and the cemetery buildings may need attention.

* D. Ikeler moved and R. Anderson seconded a motion to adjourn the meeting at 9:43 p.m. Motion carried unanimously.

Respectfully Submitted by Kathy Clossin -Fiscal Officer 

Approved by: Jon Ferguson - Trustee Chairman 