

## **Parkman Township Trustees Regular Meeting of April 7, 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, Paul W. Komandt, John Spelich, Debbie Wilson, Kathy Preston, Nancy Ferguson and Brandon Reed.

- \* An agenda was made available for attendees. The Pledge of Allegiance was recited.
- \* J. Ferguson moved and R. Anderson seconded a resolution to send account HOSASH to Life Force for collection. Motion carried unanimously (Resolution No. 15-78)
- \* R. Anderson moved and D. Ikeler seconded a motion to approve the signing and payment of the bills. Motion carried unanimously. (Resolution No. 15-79)
- \* R. Anderson moved and D. Ikeler seconded a motion to waive the reading of March 17, 2015 regular meeting minutes and to approve the same. J. Ferguson – yes, D. Ikeler – yes, R. Anderson - abstained (Resolution No. 15-80)
- \* D. Wilson presented the 2015 OTARMA insurance packet and a distribution check of \$1,588.96. Contact information not changed, but she has a new mailing address.

### **Fiscal Officer**

- \* Presented bills and wages, purchase orders, payment listing and minutes to be signed, emailed reports Fund Status, Fund Ledgers, Wages and Overtime Summary and Detail, Wages and Earnings Detail, Appropriation Status and Revenue Status and mail and information to the Trustees. \* Also two OPERS notifications distributed.
- \* Middlefield Bank warned of a Debit Card scan. Township does not have a debit card
- \* J. Ferguson moved and R. Anderson seconded a motion to reallocate \$200 from 2191-330-420-0000 operating supplies to fund 2191-330-430-tools. Motion carried unanimously (Resolution No. 15-81)
- \* J. Ferguson moved and D. Ikeler seconded a motion to reallocate \$484.32 from fund 2031-330-559-0000 other expenses to fund 2031-330-329-0401 other property services. To cover funds until second road grant is certified by the county. Motion carried unanimously (Resolution No. 15-82)
- \* J. Ferguson moved and R. Anderson seconded a motion to reallocate \$200 from 2041-410-420-0000 operating supplies to fund 2041-410-599-0000 other-other expenses. Motion carried unanimously (Resolution No. 15-83)
- \* Frank Gliha letter concerning the ten million dollar payment to Local Governments, Parkman Township's share would be approximately \$7,048.67
- \* Resolution made by J. Ferguson and seconded by R. Anderson to pay Frank Gates/Care Works Comp \$856 to re-enroll with them and other townships for Workman's compensation coverage and discounts. Motion carried unanimously (Resolution No. 15-84)
- \* Received a letter from BWC for the early payment discount \$104.22 credit.

\* Letter from Geauga County Engineer concerning closing Old State road from April 13 to mid-June for repairs to ditches and road resurfacing.

\* Two Appropriations received for 2015, the second appropriation was revised to include the Fire and the Road grants.

\* New Bureau of Workers Compensation claim received from former Road Department employee. Information packet was turned over to J. Ferguson and the prosecutor's office. Outcome is pending.

\* Geauga County - Summer Youth Employment Program information received.

\* Mail about the Big Spring Auction was received and paperwork given to D. Ikeler.

\* Safety Service Catalog was received and given to Fire Department.

\* The Flag Store sent information about flags

\* Heidi Fought -OTA, letter requesting information about any bi-centennial celebrations.

\* American Public Works Association letter referencing the Summit County Fairgrounds May 20<sup>th</sup> Snow and Ice Expo; letters given to each Trustee.

\* Geauga County Department of Aging April Newsletter distributed to Trustees.

## **Zoning** (J. Spelich)

\* Noise complaint in the 16000 area of Madison road, have been in touch with the owner and an investigation revealed that there is a low humming noise being emitted from the Kraft Maid plant in Middlefield. A complete report was sent to the Prosecutors office for input. (Noise could be from a drier at the plant.)

\* Observed a deck that was built at 16418 Madison. A second non-compliant letter was sent to the owner. A second non-compliant letter was also sent to the owner of Parcel 25-001513 McCall Road concerning junk vehicles and refuse.

\* Albert Miller constructed a driveway without a permit. Have spoken to Mr. Miller several times and Mr. Miller applied and received a culvert permit for the same drive. He brought all related paperwork to the Zoning Office for review.

\*Industrial Park on Main Market Road – Don Hostetler's, Project Manager has been working with the Fire Department on the proposed 30,000 square foot building to be constructed on the northwest section. An application for zoning permit has been received; however a permit has not been issued. The second project is to raise a section of the old chicken building and rebuild to a warehouse. Permit was issued today

\* Received a complaint concerning the car Lot on Main Market road. Owners were ordered to removed signs concerning mechanic work; they were instructed to apply for a permit if they wanted to conduct this action. They did apply for and paid for a conditional use permit.

\*New House application for 17583 Bradford Road, owner will submit additional legal paperwork before permit is released.

\* Non-Compliant letter sent to 16570 16850 Madison Road concerning a non-conforming building erected without permits. This is a freezer locker storage building and building inspection is looking into this.

\* County wide Zoning Inspectors meeting in Bainbridge Township on April 8<sup>th</sup>. Zoning Inspector and Secretary will attend. Trustees approved travel to meeting.

\* Discussion held on noise ordinance in Parkman Township and violation of zoning ordinance. J. Ferguson moved and R. Anderson seconded a resolution that anyone that purposely or knowingly violates the Zoning Regulations will have the Zoning fees doubled. Motion carried unanimously. (Resolution No. 5-85) Discussion on who is responsible for determining Zoning Fees. The Zoning Commission will be consulted.

\* K. Preston inquired about having a joint zoning meeting – J. Ferguson will contact them for a date and he will announce it in the paper.

### **Fire Department** (P. Wayne Komandt)

\* All SCBA's have been transferred to the other Fire Departments, some harnesses. Out of date bottles and harnesses will be discarded. They are not good for recycling.

\* Final solution needed for twenty sections of outdated old four inch hose. Discussion held, determination that it has no value and should be cut in half prior to disposal. J. Ferguson moved and D. Ikeler seconded a motion to discard all of the outdated four inch hose and to cut them in half. Motion carried unanimously. (Resolution No. 15-86)

\* Continued working on the seniority list for staffing.

\* We have received four applications for staffing and notices have been sent to all Geauga County Fire Departments reference staffing.

### **Road Department** (D. Ikeler)

\* Maintenance on equipment

\* Continuing to place stone roads

\* Graded Nash Road

\* The crossover pipe on Patch Road has been patched for now.

\* Not all the roads have been completed. D. Ikeler moved and J. Ferguson seconded a motion to purchase 400 tons of limestone at \$20.75 per ton. Motion carried unanimously (Resolution No. 15-87)

\* The townships position on Owen Road pipe: a permit is needed prior to installation.

\* D. Ikeler read a letter from T. Evers concerning a possible need for a Memorandum of Understanding between Nelson and Parkman Townships for work on Reynolds Road. The lack of ditches and pavement on Nelson's side of the road is apparently causing the failure of asphalt from the Parkman side of the road. Lengthily discussion held and it was determined that Nelson Township should work on upgrading the ditches on their side of the road and then the road can be patched, but not chip and sealed this year.

\* Discussion held on Road repairs and cross over pipes. D. Ikeler had quotes from last year and the prices were \$27,800 for the water ways to be cleaned out, then Parkman's Road Department would install the needed pipes, no outside contracting would be needed. Discussion on cost profile for 2015 and to look at Hobart and Agler roads, but that Grove road would cost more.

### **Community House** (R. Anderson) \* Doing good and looking great.

### **Cemetery** (D. Ikeler)

\* Still looking at drain piping sections of the cemetery.

\* Inquiry about removal of decorations at the Cemetery and them being placed in the dumpster at Overlook Park.

## Old Business

\* Discussion held on which Parkman Veteran is to be honored on Memorial Day. J. Ferguson moved and R. Anderson seconded a motion to honor Richard Komandt as the Veteran to be honored for our Veteran for Memorial Day. Motion carried unanimously. (Resolution No. 15-88)

\* Discussion held on Part time road employee. Two applications were received and both applicants were interviewed by two Trustees separately. R. Anderson moved and J. Ferguson seconded a motion to hire Ron Arnold for as a part time employee at a rate of \$13.50 per hour. Roll call vote: R. Anderson – yes, J. Ferguson – yes, D. Ikeler – abstained (Resolution No. 15-89)

\* Lawn Maintenance prices were discussed. D. Ikeler moved and J. Ferguson seconded a motion to hire S & S Landscaping to the Parkman lawns at the Cemeteries, the Parks and the Center of Town for \$2697.00 a month from April through November.

\* Discussion held concerning the parking lot across the street from the Parkman Post Office. The entire lot will be covered by 1 hour parking signs with arrows.

\* Crown Castle Agreement Letter discussed along with the new letter indicating that they over paid \$7,200 for the previous two years. There is a 30 day response period. J. Ferguson will make the contacts.

\*Tire Day, June 20<sup>th</sup> a newspaper announcement about the Tire only day will be made.

\* Discussion held on approving Geauga County Health District to approve any affluent water into the ditches in Parkman Township. J. Ferguson moved and R. Anderson seconded a letter authorizing Geauga County Health District to monitor and the drainage issues in Parkman Township.

\* A lengthy discussion held when a Parkman resident inquired about the new septic regulations and the replacement of septic systems.

\* Determination was made for Alarm Responders for each of the three Parkman Township buildings. New lists were made for each building and will be given to the alarm company. It was stressed that no one should enter the building when a fire alarm is sounding until after the PFD has cleared the building.

## New Business

\* Discussion held on the next Off Site Trustee meeting, and where the meeting should be held. No location determined at this time.


\* Discussion held on how refunds from Insurance should be distributed.

\* At 9:10 J. Ferguson moved to go into an Executive session for the purpose of Compensation of Employee and for the purpose of Discipline of an Employee per ORC 121.22(g)(1).

\* At 9:50 pm J. Ferguson moved to reconvene from the executive session.

## Public comments - None

\* J. Ferguson moved and D. Ikeler moved seconded a motion to adjourn the meeting at 10:15 p.m. Motion carried unanimously.

Respectfully Submitted by Kathy Clossin -Fiscal Officer 

Approved by: Jon Ferguson - Trustee Chairman 