

Parkman Township Trustees Regular Meeting of July 7, 2015

The regular meeting of the Parkman Township Trustees was called to order at 7:00 p.m. at the Parkman Community House. In attendance were: Trustees - Jon Ferguson, Roger Anderson, and Dennis Ikeler, Fiscal Officer - Kathy Clossin, Paul W. Komandt, Brandon Reed, Kathy Preston, Nancy Ferguson, Dale Komandt, John Spelich, and Tom Evers.

* An agenda was made available and the Pledge of Allegiance was recited.

* Special Guests: President of University Hospitals, M. Steven Jones, Director of EMS and training and Disaster Preparedness Institute at University Hospitals, Daniel Ellenberger made a donation of a \$15,000 Lucas II CPR machine and two batteries for use by the Parkman Fire Department. The Lucas II provides chest compressions for individuals with cardiac emergencies. They stated that this is part of the Building Life Saving to the Communities project. Both men gave very informative presentations, indicating that they have built an extensive program to meet the time sensitive problems that occur in our area, such as: Stroke, Trauma and Cardiac emergencies. The hospital is one out of ten hospitals certified to provide stenna care without surgical back up for stroke emergencies, and they are considered a stroke gold center. They are holding a free Health and Safety fair this Saturday (July 11th) and said that they could schedule CPR classes to the community. J. Ferguson thanked them for their donation and their support for the community.

* R. Anderson moved and J. Ferguson seconded a motion to accept the budget for 2016. J. Ferguson – yes, R. Anderson – yes, D. Ikeler – yes. Motion carried unanimously (Resolution No. 15-139)

* R. Anderson moved and D. Ikeler seconded a motion to approve the signing and payment of the bills. Motion carried unanimously. (Resolution No. 15-140)

* R. Anderson moved and D. Ikeler seconded a motion to accept the bank reconciliation. . Motion carried unanimously. (Resolution No. 15-141)

* D. Ikeler moved and R. Anderson seconded a motion to waive the reading of June 16, 2015 regular meeting minutes and to approve the same. Motion carried unanimously (Resolution No. 15-142)

Fiscal Officer

* Presented bills and wages, purchase orders, payment listing, bank reconciliation, proposed budget and minutes to be signed, and mail and information to the Trustees.

* J. Ferguson moved and R. Anderson seconded a motion to apply for the Advanced Tax collection. Motion passed unanimously. (Resolution No. 15-143)

* Fiscal Officer sent letters to Geauga County Auditor requesting an Amended Certificate for budget increases due to grants. J. Ferguson resolved and R. Anderson seconded a resolution to accept the amended certificate of the County Budget Commission. Motion carried unanimously (Resolution No. 15-144)

* Geauga County Auditor's office has scheduled budget hearings for August 11, 2016 at the County Auditor's office. J. Ferguson asked if he could attend the meeting.

* Distributed two booklets from Geauga Soil and Water Conservation District.

* Letter from USDA concerning corn and oats.

* On July 6, 2015 Fiscal Officer notified by J. Ferguson that Road Superintendent had received several letters concerning a possible concern with OPERS. Called OPERS and inquired why I had not received any information on this if there was a problem. They were questioning the excessive pay that the Road Superintendent had received in February. Concern resolved on same day that Trustee informed me of it.

* Geauga County Senior newsletter distributed.

* Letter from International League of cities – information requested and there would be a \$225 fee for listing with them. J. Ferguson will look at the information.

* Geauga County Board of Commissioners job opportunities: #1503 for full time cook; #2330 for Maintenance Worker, and #1504-1 attendant, part time.

* J. Ferguson moved and R. Anderson seconded a motion to transfer \$600 from 2192-330-599-0000 to 2192-330-240-0000 unemployment compensation. Motion carried unanimously (Resolution No. 15-145)

* J. Ferguson moved and R. Anderson seconded a motion to transfer \$5,000 from 2191-220-490-0000 to 2191-220-519-0000 other expenses. Motion carried unanimously (Resolution No. 15-146)

* J. Ferguson moved and D. Ikeler seconded a motion to submit the proposed road levy to the prosecutor's office for review. J. Ferguson – yes, R. Anderson – yes, D. Ikeler - yes (Resolution No. 15-147)

* Three cemetery deeds were presented to be signed.

Zoning (J. Spelich)

* Received from the Planning Commission a proposed land division application: Parcel A 52.79 AC.-APP-E-15-18, Parcel B 85.05 AC. APP-E-15-19, Parcel C 87.06 AC.-APP-E-15-20, Parcel D 29.36 AK.-APP-E-15-21. All of the parcels owned and conveyed to Richard A. Gates. All being the following parcel numbers: 25-024900-25-024100-25-147825 AND 25-024000 .Parkman Township received, reviewed and returned to Planning Commission.

* Received and reviewed the proposed division of land application E--15-011 held by Lonnie Schrock containing 23 acres, located on Farmington Road. The Planning commission contends that there are no new streets or easements involved. The division was approved.

* Received from the planning commission an approved deed and survey map from land division E-15-012 this property is held by Huffman real estate containing 31 acres, located at Old State and Nash Roads. A culvert permit was obtained and Parkman

Zoning approved a permit for a new house and barn for Andy Byler.

* Mr. Christ Christoff of Burton, owner of the Cycle Shop property in Park, is to contact the Fire Department, building inspection and related departments of the County and State to obtain approval to continue the re-construction of his building. He has submitted a hand written plan, but the other documents have not been received by the Zoning office.

* Application completed and approved for a swimming pool permit, located on Madison Road. Issued to Melissa Shirak and she was provided a copy of the regulations.

* Application completed and permit issued for an accessory building 15645 Old State Road by Andy Byler.

* Non-complaint letters were sent to home occupations located on Madison Road.

* Received and approved paperwork on a proposed Minor Sub-division for 2.8 acres by Allen and Susan Miller on Madison Road. All paperwork was returned to the planning commission.

* Application received and permit issued for an addition to the Woodland Amish School at 16520 Bundysburg Road. This is a private and non-public school so local zoning applies. Permit issued to Jonnie Yoder, President of the school.

* J. Spelich handed out information cards from All Around Children and informed the Trustees that the owner is planning an open house day at the end of July. He also said that it was a positive reaction with the inspections prior to refurbishing the building since there would have been some major renovations that would have occurred if things had been completed prior to the inspection of the building.

* A letter of compliance was sent to the owner of the building at 18324 Madison Road. The property owner sent a letter indicating that it is being repaired and improved. After completion, it will become an antique shop. Zoning Inspector Spelich handed out paperwork with the improvements and information.

* The Zoning Inspector is conducting a road by road inspection for compliance with home occupation signs.

* J. Ferguson moved and D. Ikeler seconded a motion to amend the April 7, 2015 minutes under the Zoning section, an incorrect address was given for the non-compliant letter sent to 16570 Madison Road, the correct address that the letter was sent to is 16850 Madison Road. Motion carried unanimously. (Resolution No. 15-148)

Fire Department (P. Wayne Komandt)

* R. Anderson moved and J. Ferguson seconded a motion to accept the donation of the Lucas II valued at \$15,000 from University Hospital for use by Parkman Fire Department. Motion carried unanimously. (Resolution No, 15-149)

* Rescue squad is back in service. The Fire Chief would like to see all the paperwork prior to remittance being submitted to the repair shop.

* All FEMA grant money has been received and the grant is complete.

* Fiscal Officer could not find any paperwork on Josh Hall, appointed 8-21-2007. The Fire Department will assure that the new paperwork is submitted to add him

* Continued pursuing additional personnel for Fire staffing.

* Lengthy discussion on paperwork and information requested by R. Anderson and needs verses wants. Clarifications and explanations were requested to determine if the

requested information would actually provide the information to answer R. Anderson's questions. J. Ferguson provided some resolution to the inquiries and said that when he receives the information, he will share it with R. Anderson who is the alternate Trustee for the Fire Department. Three specific items stood out and the information will be provided at or before the next meeting: 1) Response time: since we have part time staffing. This would be an average of time during staffing and non-staffing hours. 2) Work frequency to assure that the hours do not exceed the approved amounts for part time staffing and 3) Costs

* Discussion on Inspection fees – J. Ferguson reviewed the information provided at the last Trustee meeting and contacted Shelia Salem at the Prosecutor's office concerning the information. They looked at the fees concerning Industrial inspections which can be complicated, that take a large amount of time and sometimes repeat inspections. The fees appear to be relatively inexpensive and Chief Komandt indicated that the fees are based on those presented in the Fire Inspectors Handbook. He further stated that the fees are based on square footage. Further discussion will need to be held to determine how the inspectors will be paid.

Road Department (T. Evers)

- * Hauled stone onto Hosmer Road
- * Graded and dragged Reeves Road South and Bradford Road. (Information corrected to East Reeves Road after Trustee questioned provided location)
- * Calcium Chloride was applied by the company for dust control on the above mentioned 2 miles of road and to a small section of Nash road that was not covered during the application on most of Nash road.
- * A section of Agler road was washed out again and was repaired.
- * Removed 20 feet of an undersized ditch enclosure that was causing road erosion problem on the short section of Hosmer road.
- * Began working on the Shedd road driveway project.
- * Water problems on Swine Creek Road cause it to be closed midday Saturday and it was reopened Sunday morning. No real damage to the road was observed.
- * Approximately three truckloads of shale were removed from the Crossover pipe inlets on Shedd road; apparently shale constantly migrates down to the inlets.
- * During the heavy rainfall on Saturday the 42 inch crossover pipe became plugged. Rising water damaged the embankment and part of the road. A truck load of debris was removed from the crossover pipe on the East end of Reeves Road. Two barrels were placed at this location. Contact made with Geauga County Engineers; options were discussed. They will provide an estimate on a temporary and a permanent fix. D. Ikeler said that they should purchase some additional locking cement blocks to assist in the stabilization of the embankment.
- * Apparently someone has been doing some type of work on Hobart Road. Pins and small holes plugged with rubber were observed. Geauga County Engineers indicated that it was not done by them and this is not allowed.
- * Lengthy discussion on several roads, Grove, Hobart, the East end of Reeves and Agler. Discussion held on costs and that there would be no extra costs if the Parkman road department was used for labor, but there would be additional costs associated with

subcontracting labor and materials. Road Superintendent provided information to the Trustees and they can be contacted for specific cost estimates for the road repairs.

* Resident K. Clossin inquired if the roads needed to be graded before calcium chloride is applied and she was informed that this is correct. She then indicated that Reeves road has not been graded this year and so it can't be treated and that it wasn't treated last year. She was informed that only six miles of gravel roads have been worked on this year.

* D. Ikeler moved and J. Ferguson seconded a motion to purchase 100 tons of asphalt grindings at \$16 a ton from Ronyak. Motion carried unanimously. (Resolution 15-150)

* D. Ikeler moved and J. Ferguson seconded a motion to purchase \$12,000 of concrete pipe from Rinker Concrete for repair of crossover pipes on Grove, Hobart, Agler and Reeves Road. Motion carried unanimously. (Resolution No. 15-151)

* D. Ikeler moved and J. Ferguson seconded a motion to purchase from Lindsey Concrete, \$4,500 of headwalls for Agler and Reeves roads. Motion carried unanimously. (Resolution No. 15-152)

Community House (R. Anderson)

* The leak in the first floor ladies restroom has been repaired.

* Chickagamee Park is having an event on August 8th and they would like to use Overlook Park for overflow parking from 8:30 to 11:30 pm. R. Anderson will check on this, since there is a booking for the park on that date, however, the park is usually closed before 8:30 pm. They said that their Rangers would take care of traffic control and that they would most likely offer shuttle service to transport attendees.

* J. Ferguson met with a representative from Time Warner concerning the Townships telephone and internet usage and he will be giving a quote from their company for all three of the Township buildings.

Cemetery (D. Ikeler)

* There are two funerals this Saturday. Hauser stated that they want to raise their rates, but they will keep the rates the same for now. They also inquired about the possibility opening and closing graves on the same day. IE: Holding the funeral and after the funeral has finished and people have left, opening the grave, interring the casket and then closing it back up. At present they have someone open the grave, leave and the after the funeral returning and doing the remainder of the work.

Old Business

* J. Ferguson suggested that Parkman Township send a Thank You letter to Troy Township for the extended use of their squad while Parkman's squad was in for repairs. J. Ferguson moved and R. Anderson seconded a motion to approve a donation to Troy Fire Department for the extended use of their squad at \$100 per week for a total of \$500. Motion carried unanimously. (Resolution No. 15-153)

* J. Ferguson spoke with Joe Catell and Shane from the Geauga County Engineers office about chip and sealing the gravel roads. They do not agree with chip and sealing as a solution to gravel roads. They suggested cold mix for major roads. Their recommendation for chip and seal is a total of seven coats, with two coats per year until the fourth year with one coat. The information that was received from two different companies was for two single coats, one per year.

Cold mix was suggested for major roads and the costs were very high. T. Evers suggested an option of spraying MC30 at a cost of \$15,000 per mile and that price was based on three year old information. They were reminded that the Amish had concerns with MC-30 causing the horses hooves to get stuck on some Portage County roads that were done in this manner.

* Further discussion held on Soft billing. J. Ferguson merged information from the Trustees for a handout to give to the public to review. They discussed how to communicate the information, since notices have been placed twice in the Maple Leaf without many people attending the meeting. Suggestions were to place an additional ad in the paper indicating that Soft billing would be discussed at the first meeting in August. It was also suggested to place information in the Parkman Paragraph.

*J. Ferguson provided information from his research on how to obtain proceed on selling Parkman's unneeded equipment. He had contacted Govdeals.com and asked the other Trustees how they wanted to proceed. It was suggested to place an ad in the newspaper and have a minimum bid price, it was also suggested to do both, advertise locally and direct interested parties to the Govdeals.com web site, to provide a wider range of bidders. It was decided to place an ad in the local newspaper for two weeks and solicit bids with a minimum beginning price.

New Business

* Major road project estimates - were discussed under roads.

* Lengthy discussion regarding purchasing procedures was conducted. The Fiscal Officer highlighted areas that were not being performed as directed by the Trustees. She identified that the Road Superintendent was not abiding by the procedures. The Trustees reviewed the current procedures and, again, agreed that these were the procedures that all employees were expected to follow and would be enforced by the Trustees. One minor change was suggested and approved by the Trustees. The Fiscal Officer will make this change and provide the Trustees with an update copy.

Public comments – Under Road Dept.

* D. Ikeler moved and R. Anderson seconded a motion to adjourn the meeting. Motion carried unanimously.

Respectfully Submitted by Kathy Clossin -Fiscal Officer Kathy Clossin

Approved by: Jon Ferguson - Trustee Chairman Jon Ferguson