

## **Parkman Township Trustees Regular Meeting of November 3, 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, Elizabeth Komandt, Nancy Ferguson, John Spelich, Mike Komandt and Kathy Preston

- \* An agenda was made available and the Pledge of Allegiance was recited.
- \* R. Anderson moved and D. Ikeler seconded a motion to pay the bills. Motion carried unanimously. (Resolution No. 15-244)
- \* R. Anderson moved and D. Ikeler seconded a motion to accept the minutes as written for October 20, 2015. Motion carried unanimously. (Resolution No. 15-245)

### **Fiscal Officer**

- \* Presented bills and wages, purchase orders, payment listing, and minutes to be signed, mail and information to the Trustees.
- \* Now working directly with individual insurance companies in attempt to correct bills and stop late notices, apparently not all companies were contacted in a timely manner by the insurance company.
- \* Hess Pest Control rates increasing \$10 per visit. Yearly services will be \$360. They will provide a discount if paid as a yearly service.
- \* Called for service on the copy machine. The service repairman stated that the problem was caused by someone copying labels and some of the glue got stuck on the image unit. He said "Do not copy labels on this machine. It is considered obsolete and parts are VERY difficult to find".
- \* The contract for Minolta was automatically renewed and there is an automatic 10% increase each 12 month period. Bill increased from \$38.69 to \$42.56 per month.
- \* Contacted Geauga Auto Parts concerning copies of the invoice and how to proceed.
- \* J. Ferguson moved and R. Anderson seconded a motion to pay Preston Auto \$3,597.39 to replace the fuel tank in the squad. Motion carried unanimously. (Resolution No. 15-246)
- \* Geauga County Board of Commissioners: job opportunity #2207 – supervisor driver for Geauga county Transit.
- \* Presented Geauga Department on Aging newsletter.
- \* R. Anderson addressed spending limit authority and was informed that all purchases made have been approved by Trustees prior to purchases being made.

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

- \* Received copies of the executed and approved deed and survey map for a large lot subdivision containing 5.51 acres for Emanuel Hershberger known as parcel one.
- \* Received copies of the executed and approved deed and survey map for a division of land to transfer from parcel 25-033900 Robert Hershberger to parcel 25-033900 (A-1) to

Emanuel Hershberger. This would be .078 acres known as parcel A-1.

- \* All of the above occurred in August. There were two variances that were approved and granted to the Tavern road parcels.

- \* Received from the Planning commission a proposed division of land, parcel 25-056300 containing 2.12 acres belonging to Allen Wengerd, this division is going to Marvin Wengerd. Parkman Zoning reviewed and approved the division and returned the paperwork to Planning.

- \* Received completed copies of a minor sub-division 15-038 and for a second division 15-032 and a consolidation 15-038 from John F. Miller and going to Ferdinand J. Miller. This was in reference to the October 2015 approved deed and survey map. This was approved by Parkman Zoning.

- \* Non-compliant letters were sent to four addresses on Hosmer Road: 17544, 17536, 17464 and 17271. All addresses had refuse, clutter and or junk cars, trucks or campers.

- \* Three letters of non-compliance, in reference to home occupation and sign violations were sent to 15437, 14726 and 14460 Nash road.

- \* A new house application completed for 17471 Tavern road; further paperwork is needed before a permit could be issued.

- \* Telephone call from a property owner on Bundysburg road inquiring about what was needed to add an addition to his home. Information was given to the caller.

- \* J. Ferguson indicated that there had been one very late request for reimbursement and he reiterated that all reimbursements be completed and turned in within 30 days.

- \* The trustees indicated that they appreciate the efforts of Parkman's Zoning Inspector, John Spelich on getting Parkman cleaned up.

- \* J. Ferguson indicated that at the Mr. Kristoff's request for leniency on the pipe and road right of way, was again addressed with the County Prosecutor and that it stands as not a good decision and the right of way will not be approved.

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

- \* Shirts for the Fire staffers have been ordered, but not received.

- \* Preventative maintenance completed and additional repairs have been made for 4221.

- \* Preventive maintenance has been completed and repairs should be completed by Wednesday on unit 4231.

- \* Hats for the Fire staffers have been ordered and should arrive within a week.

- \* Discussion held on blending efforts of the Parkman and Troy Township fire departments. This would form a more cohesive and efficient group, rather than standalone fire departments. It was recommended that the Parkman and Troy Township Trustees consider a resolution to promote the blending effort. This will be completed in steps, starting with small items that do not cost either department money, such as SOP's or other non-personnel items.

- \* J. Ferguson moved and R. Anderson seconded a resolution to support the blending between the Troy and Parkman Fire Departments. Motion carried unanimously.  
(Resolution No. 15-247)

- \* Unit 4231 has pump issues and pump needs replacement. This truck is primarily used as a water shuttle; the quote for a new pump is between \$5,000 and \$6,000 and would

have a five year warranty. We are considering replacing this 2001 vehicle in a few years; and a new pump would increase the re-sale value of the truck as well as make it more useful until a new vehicle is received.

- \* R. Anderson moved and J. Ferguson seconded a motion to purchase a pump for unit 4231 for \$6,000. Motion carried unanimously. (Resolution No. 15-248)

- \* The garage doors openers on the large doors to the Fire Department need to be replaced and we are obtaining quotes.

- \* Discussion held on obtaining a credit or debit or pre-paid card for emergencies. This would allow the Fire Department to order items on line and would be especially needed if they get called outside the area for assistance. R. Anderson stated that he has a Township credit card and would be available to help make purchases. This will be looked into.

- \* Discussion held on what to do with the old Fire Department squad once the new squad is received. Topics included keeping the old unit as a backup, the costs associated with keeping the old squad and where it could be housed, trading it in or selling it outright.

- \* D. Ikeler stated that he received an email concerning Emergency Response plans and that Parkman already has a 400 page emergency response plan in place.

- \* R. Anderson discussed using generic or refilled toner cartridges to reduce costs.

- \* It was reported that not one person used the crossing guards for Halloween.

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

- \* Mowed all the ditches.

- \* Graded and placed stone on Rutland and Newcomb roads. This made Newcomb road dusty and we received some complaints about the dust.

- \* Cut weeds around guardrails.

- \* Graded Patch and Bradford roads.

- \* Work completed on the Freightliner and it is running well.

- \* Picked up trash at the park and cemetery.

- \* Began servicing equipment for the winter. We have serviced the two big dump trucks, the Kubota tractor and the back hoe.

- \* Moved the roller out of the garage and it has been tarped and is behind the garage. It was checked and does move freely, however, no fluids were added due to winter.

- \* D. Ikeler moved and J. Ferguson seconded a motion to purchase 600 tons of #57 limestone from Arms Trucking, not to exceed \$14,000. Motion carried unanimously. (Resolution No. 15-249)

- \* The Trustees said that the Trench training was informative, but that the speaker did not use a microphone and at times, could not be heard. Three Trustees and two road workers attended the training.

- \* Short discussion held on holidays for next year, to be discussed at January meeting.

**Community House** (R. Anderson)

- \* Ladder upstairs is in poor condition and will be replacing it.
- \* Rental is doing well.
- \* The Trick-or-Treaters utilized the upstairs portion of the community house and there was an unpleasant situation that had to be addressed in the men's restroom.
- \* The garbage and restrooms will be closed down along with the pavilion at Overlook Park.

**Cemetery** (D. Ikeler)

- \* The cemetery contract for grave opening and closing, etc. has not been bid since 2012 and the costs have been rising. D. Ikeler will put the contract out for bid in December 2015 and have the bid process close in January 2016.
- \* Grave costs were discussed and it was decided that the costs are a bit low. D. Ikeler will contact other areas for a better comparison.
- \* Cost of footers and who pays for the footers was discussed.
- \* It was mentioned that some townships have a half of a mill levy for their cemeteries. It was also discussed that the mowing contract was being paid from the general fund and not the road department or the cemetery fund. A levy would help make the cemetery more self-sufficient and help keep the cemetery solvent in the future.

**Old Business** - None

**New Business**

- \* J. Ferguson said that the Township has reduced total spending by approximately \$120,000 during the last two years and commended all for helping out.
- \* Discussion on the Road budget and even with the reduced spending, that by 2018, there might not be enough carryover money to start the new year. To make the budget last, we have to reduce the road spending to about \$275,000 per year. The results of the seven mill road levy were received and the levy did not pass. An option is to place a two mill levy on the March 2016 ballot. If that levy passes, funds won't begin to be received until 2017. D. Ikeler said that at present there is a good base on the roads, but without additional work, the base will deteriorate.
- \* J. Ferguson moved and R. Anderson seconded a motion to place a two (2) mill road levy on the March 15, 2106 ballot. Roll call vote R. Anderson – yes, J. Ferguson – yes, D. Ikeler - yes. (Resolution 15-250)

**Public comments** - None

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

Respectfully Submitted by Kathy Clossin -Fiscal Officer 

Approved by: Jon Ferguson - Trustee Chairman 