

Parkman Township Trustees Regular Meeting of February 2, 2016

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 M. Komandt, Nina Reed, John Spelich, Nancy Ferguson, Kathy Preston, Courtney Sanders, Gary D. Best, Shawn Jackson, Mark Dolezal, Mike Hasman, and Dennis Coz.

- * An agenda was made available and the Pledge of Allegiance was recited.
- * There was a moment of silence in the remembrance of Chief Komandt.
- * D. Ikeler moved and R. Anderson seconded a motion to pay the bills. Motion carried unanimously. (Resolution No. 16-44)
- * D. Ikeler moved and R. Anderson seconded a motion to accept the minutes as written for January 19, 2016. Motion carried unanimously. (Resolution No. 16-45)
- * Special Guest Mike Hasman of the Western Phoenix Lodge No. 42 – introduced several of his lodge members. They indicated that they had just learned of the possibility of vacating the unnamed road behind the lodge building. A lengthy discussion was held on the recent resolution passed by the Parkman Trustees concerning vacation. They had concerns that if the road was vacated, that they would lose access through that area and the concerns included, but were not limited to being able to get EMS, Fire, Fuel to the tanks, and repairs made to the third floor of the structure. Other concerns were if the parcels were ever sold, if they would lose access. They presented the Trustees with a map showing the parcels and the present owners. Alternatives were discussed including possible rescinding of the resolution to vacate if a formal agreement could not be established prior to vacation of the road. Final decision was that if a formal agreement could not be made and agreed upon between the Lodge and the land owner prior to February 9th, then the Parkman Township Trustees would vote to rescind the motion and give the Geauga County Commissioners enough time to cancel their public meeting to be held on February 23rd.
- * D. Ikeler moved and R. Anderson seconded a motion allowing J. Ferguson to call the Commissioners to rescind the motion to vacate the unnamed road by February 9th, if an agreement cannot be reached between the Lodge and Rick. Motion carried unanimously. (Resolution 16-46)
- * The Lodge members gave a short history of the lodge and it's locations in Parkman. Its present location was established in 1887; on the third floor of the Blackmarr Block. They also gave one handout to the Trustees with the Lodge information and informed us that many of the roads in Parkman were named after lodge members.
- * J. Ferguson conducted the swearing of Nina Reed as the Assistant Fiscal Officer for the period beginning February 1 to March 31, 2016 and the bond papers were signed.

Fiscal Officer

* Presented bills and wages, purchase orders, payment listing, and minutes to be signed, and mail and email and other information distributed to the Trustees.

* R. Anderson moved and J. Ferguson seconded a motion for an appropriations transfer of \$250 from 2281-230-599-0000 other expenses to 2281-310-314-0000 tax collection fees. Motion carried unanimously. (Resolution No. 16-47)

* R. Anderson moved and J. Ferguson seconded a motion for an appropriations transfer of \$500 from 2192-330-420-0000 supplies to 2192-330-430-0000 small tools and minor equipment. Motion carried unanimously. (Resolution No. 16-48)

* Geauga County Planning commission requested updated information for their 2016 Directory; please look at the attached and make any updates and return to the Fiscal Officer. Deadline to return the list to the Planning Commission is February 12th.

* Presented Geauga County Community Improvement Corporation membership fee. It was decided not to participate.

* Paperwork for Geauga County Township Association 2016-2017 was presented and requested that the information be completed so it could be paid.

* Inquired about any decision concerning what is to happen with the three outstanding bills for culvert work. No information has been received at this time.

* Geauga County Board of Commissioners Job posting with no number was presented for: Recreation and education assistant with the department on aging.

* The Planning Commission is accepting applications for open spaces on their commission.

* Geauga County Senior Newsletter was presented.

Zoning (J. Spelich)

*Received from Planning Commission a proposed division of land to transfer to the adjacent owner, part of parcel 25-190351, owner Christian Weaver to Parcel 25-190409 that being Samuel Weaver this contains 2.4 acres, this division did contain a surveyors map, deed and legal description approved by Parkman Zoning and sent back to Planning.

* Received from Planning Commission a proposed consolidation of land application C-15-061 and C-15-062. 15-061 is for Christian Weaver 11.2 acres to parcel 25-190409.

* Received from Planning, proposed division 15-059 and transfer of land, Parcel 25-009-500 John Mark Miller to Parcel 25-009300 to William M. Byler and Marvin Kurtz. This is 7.50 acres being parcel A and is on Bundysburg Road. C-15-065 consolidation of lots parcel 2 and 2-A for William Byler and Marvin Kurtz, total 11.2 acres and 2-A is 7.5 acres.

The remainder of Parcel, one owner, John Mark Miller contains 12.2 acres; this parcel has a house, barn and two out buildings. One is Agricultural and the other a shed, which is five feet from the property line and is not agricultural, so a variance is needed because of violation of section 401 section H. The variance will be heard next week.

* Request for Zoning information received from Don Sellers, this was on MINI-houses such as the ones seen on TV shows. He was given our regulations for his review. He

has apparently been living in a travel trailer. It was asked if this new mini house was on skids and they were informed that if it was on skids, that the regulations indicate that a dwelling cannot be on skids.

*Application for a zoning permit was completed by Marlin Miller of Reeves Road. Mr. Miller is going to tear down the old farm house and rebuild on the same parcel. He also needed information on a burning permit and he was directed to the Fire Department. A zoning permit was issued for a 1,500 square foot home. P. M. Komandt indicated that Mr. Miller had not contacted the Fire Department as of the date of this meeting for a permit.

* Zoning information request on three parcels located on Nash Road, all three are twenty acre parcels. One parcel has 200 feet frontage, one has 60 feet, which would be a flag lot and the center lot has 156 feet in front. This is not surveyed yet, and they wanted a variance on the frontage. They were advised that the survey needed to be completed and afterwards they would look at the need for a variance or not. Owners are the Kurtz Brothers and deeded separately.

* Received from Planning Commission a division of land and consolidation of parcel 25-190-430, surveyors map and all legal documents were in order all was approved by Parkman Zoning, signed and sent back to Planning. This was parcel 25-190430 known as the old Stoll property.

* Application for Zoning permit and a request for variance forms were sent to Whellock Law firm located in Burton on behalf of the Halls who are planning a new house in the Grand River Sub division estates, off Main Market. The lots have to be consolidated and then the application process will start. A variance will also be needed on the parcel size.

* Three requests for variance are set to be heard, the first is next week with John Mark Miller's property and a shed to close to the property line. The second will be Merlin Kurtz and the frontage issue and two houses on one parcel. The Kurtz hearing will be next month.

* D. Ikeler stated that the Road Department has been asked to install a driveway culvert for access for farm equipment on Owen Road. Zoning Inspector Spelich stated that the requestor needs to contact the Auditor's office (Tax Map) for a permit prior to the road department installing the culvert.

* The problem at 18168 Madison is being cleaned up and now a neighbor has apparently complained about barking dogs.

Fire Department (J. Ferguson)

* All equipment is back and in use.

* VFIS Accident and sickness coverage will need to be renewed. J. Ferguson has an eight page document that needs to be updated before this can be completed.

* The tribute plaque for Chief Komandt will be presented at the next Trustee meeting.

* The stork pins will be presented at the next Trustee meeting.

* J. Ferguson discussed the results for Fire Department since daytime staffing was implemented. The Volunteers covered 90% of the calls they received. The daytime Staffers were on sight 92% of the days and 83% of the shifts. Response time was discussed and the Parkman Volunteer Fire Fighters response time averaged 6.4 minutes per call and the Fire Staffers averaged 1.26 minutes per call. This reflects the time from when the call is received to the time they respond to the call. J Ferguson had

sent the Trustees several pages of information.

- * J. Ferguson moved and D. Ikeler seconded a motion to amend resolution 16-33 to read \$100 for each debit card. Motion carried unanimously. (Resolution No. 16-49)

- * The reports for alarms for insurance purposes have been received.

- * The Jaws of Life pump has been returned. The Fire Department learned that the gasoline that is sold at the gas stations contains ethanol and that when the fuel with the ethanol sits in the small engines, it erodes the carburetors. Thus, the Fire Department has purchased ethanol free gas from First Quality for their small engines. It was also discussed that the Fire Department only used about one gallon per month and that the ethanol free fuel is distributed in one quart cans.

- * Discussion held on the forecast for the Fire Department for 2016 and it was determined that additional information was needed for the staffing portion of the forecast. Discussion held on how much was spent on unplanned and planned maintenance as well as for other equipment. It was determined that the net reduction for maintenance is about \$10,000 for planning purposes.

Road Department (D. Ikeler)

- * Road crew has been plowing and placing cinders on the roads as needed..

- * They have been repairing road aprons and have been filling holes in the roads.

- * Grader has radiator problems and needs to be repaired.

- * Discussion held under zoning concerning the request for a new driveway pipe on Owen Road.

- * The crew is in the process of grinding down and painting the grader to get rid of the rust spots and to extend the life of the equipment. Color John Deere yellow.

- * They will continue working on the equipment.

- * Gradall is apart and has some major issues; they are trying to get the equipment back up and running.

- * They continue to look at spring projects

- * They have been putting gravel down on the dirt roads and pulling the excess gravel off the side of the roads and spreading it back on the road.

- * They have been receiving complaints about the mud.

- * J. Ferguson presented a forecast for the Road Department for 2016. Discussion held on possible road projects and funding sources. Further information on the spending and that average amount spent on road maintenance has been about the same for the last two years, which is down compared to the prior four years (excluding truck purchases). If they had maintained the previous spending pattern, they would have about \$200,000 less or about only \$100,000 remaining in the combined General Fund and Road budgets.

Community House (R. Anderson)

- * R. Anderson thanked the Road Department for installing a new hitching post at the rear of the Community house building. It is well marked with reflectors, but it may need some additional work with this wet weather.

- * There are still dates available for rentals.

Cemetery (D. Ikeler)

* Approved the cost for Cemetery burials for 2016 with Hauser and presented the new contract. They cleaned up the old contract and reworded some areas. They will have it signed and also obtain the insurance information and complete a hold harmless agreement.

* D. Ikeler will be the acting Cemetery Sexton for the next two weeks.

Old Business –

* OTARMA renewal – Discussion held on the amount of liability and it was decided to keep the liability at the same level for no additional charges. Discussion held on catastrophic event coverage verses single incident coverage and with the liability coverage, each fire truck is covered separately from the contents of the Fire Station

* J. Ferguson moved and R. Anderson seconded a motion to approve the OTARMA Risk Management Authority proposal for coverage at a cost of \$19,731.50 and to pay the bill. Motion carried unanimously. (Resolution No. 16-50)

* Lengthily discussion held on Cemetery fees and what surrounding Townships are charging. D. Ikeler moved and J. Ferguson seconded a motion to increase the price of Cemetery lots for residents to \$100 and for non-residents to \$600 effective February 2, 2016. Motion carried unanimously. (Resolution No. 16-51)

* Short discussion on the Historical Society having work done on the old cemetery. Discussion held on assisting with this work by authorizing up to \$1,000 to help with headstones.

New Business -

* Lengthy discussion held on the Fire Chief Selection process and the necessary requirements, certifications and proof of certifications and training. Also, it was determined that three current Fire Chief's from surrounding Townships would be involved in the process as well as the three trustees. Discussion held on level 36 and Fire Fighter I requirements and training as well as actual fire experience. These topics along with people and financial skills and the ability to be a working Chief and to respond to calls were discussed. J. Ferguson will place postings in several newspapers with information indicating that resume's must be received by Monday, February 29th by five pm. When the field of applicants is narrowed, then they will be asked to present certifications. J. Ferguson read the qualifications for Fire Chief and will send a copy to interested applicants.

* J. Ferguson moved and R. Anderson seconded a motion to accept a \$1,000 donation to the Parkman Volunteer Fire Department from Junction Auto. Motion carried unanimously. (Resolution No. 16-52)

* Short discussion held on the information provided by the Ohio Department of Transportation for the 2015 Township Highway system mileage certification. The paperwork indicated that Parkman Township in Geauga County was certified as having 26.806 miles. R. Anderson moved and D. Ikeler seconded a motion to accept the mileage as supplied. Motion carried unanimously. (Resolution No. 16-53)

* J. Ferguson discussed the fact that the Road Department has managed to significantly reduce the costs of maintaining the roads, while improving the road conditions. He also commented on the fact that the General Fund and the Community House funds remain about the same, even with the replacement of half of the community house roof. The Fire Department is doing well, not at 100 percent staffing coverage, but at 90 percent and that is what we predicted.

Public comments - none

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

Respectfully Submitted by Kathy Clossin - Fiscal Officer 

Approved by: Jon Ferguson - Trustee Chairman

