

Parkman Township Trustees

Regular Meeting June 18th, 2024

The regular meeting of the Parkman Township Trustees was called to order at 7:00pm by Joyce Peters, township trustee chairperson.

The Pledge of Allegiance was recited, and an agenda was made available.

In attendance were Trustees - Joyce Peters, Henry Duchscherer, and Lance Portman, Fiscal Officer – Denise Villers, Administrative Assistant – Stacey Urbanowicz, Zoning – John Spelich & Mark Strumbly, Residents – Roger Anderson, John Augustine, Lynn Schiffbauer (Community House Coordinator), Ken Ashba, Randy St...?, and Ann Wishart of the Geauga Maple Leaf.

Meeting Motions and Resolutions:

Lance Portman made a motion to approve the June 4th, 2024, regular meeting minutes and Henry Duchscherer seconded the motion. All voted yes, motion carried unanimously.

Henry Duchscherer made a motion to adjourn the meeting at 9:11pm, Lance Portman seconded the motion. All voted yes, motion carried unanimously.

Departmental Reports

Fiscal Officer

- Approve the minutes for the June 4th, 2024, regular trustee meeting. *See Motions and Resolutions.*
- Paperwork with BWC has slowed. – everything appears to be complete. (M. Welch – 4/16 injuries).
- Audit company representative has started our audit – Full audit needed since it's my first. An extension has been granted. *Joyce Peters asked if they sent a list of things to get. Henry Duchscherer asked who was doing the audit. Denise Villers said that the state-appointed independent CPA (Charles E. Harris & Associates) does the audit.*
- "Attended" Sedgwick's unemployment educational webinar June 11th.
- Received 2023 DIG Grant in the amount of \$1,656.00. *Joyce Peters asked what the DIG grant was. Lance Portman said that it's the lighting grant for when they put the light over the recycling bins in 2023. Denise Villers said that she received a check through the Auditor's Office.*
- Received *Public Records Request* from a law firm concerning the real estate property in question with BTE lawsuit – I've spent several hours thus far looking in our archives for the requested information. *We've sent them all meeting minutes related to the BTE property. We haven't had any success in locating*

information/deed from 1843...yet. Joyce Peters said that she sent some Zoning minutes to our attorney to look over.

- We have the option of joining a new National Opioid Settlement (against Kroger Co.) – Applied.
- The next quarterly dinner meeting of the Geauga County Township Association will be hosted by Huntsburg Township on Wednesday, July 10th. Let Denise Villers know if you are able to attend.
- Our hearing with the Geauga County Budget Commission (to review and approve our 2025 Budget) is scheduled for 10am on Monday, August 19th, 2024.

Zoning

1. Lester Hershberger came to the office and completed an application for an accessory building which is to be located at 17570 Tavern Road. Mr. Hershberger brought with him his legal description and site plan showing his proposed setback and overall location of the building. All paperwork was in order and a permit was issued.

2. Trustee Peters forwarded an e-mail to Parkman Zoning with the Ohio Attorney General's opinion on composting in a township in Lorain County. I spoke to David Dietrich on the issue and we both agreed that the opinion be forwarded to the Parkman Township Zoning Commission for further review.

3. Last meeting Zoning brought information on property held by Requa Joy of Geneva, Ohio. The property is being assessed by the county Water Resources and that information Zoning referred the real estate agent to the County Water Resources Office to further research other needed information in order to sell the one-acre parcel which is zoned commercial.

4. Received from Planning Application 24-019 on a permanent split of land held by Martha Wengerd & Harley Hostetler J. & Melvin Yoder. The survey map was signed and approved by Zoning March 24, 2024, and the copy of deeds was just now received to Parkman Township Zoning. The parcels are located on Tavern Road.

Also Zoning received a copy of an executed and approved deed on application 24-027 for real property held by Daniel & Clara Yoder Parcel #25-190771. The Survey Map was received and signed by Zoning April 6, 2024.

5. Josh Troyer of 17880 Nash Road completed an application for a 3,400 square foot house. Mr. Troyer brought in a site plan showing the proposed location of the house, septic and well head along with a drawing of the house. A permit was issued.

6. A new house construction application was completed by Martin Yoder of 17310 Reeves Road. A site plan, culvert permit and house plans were received by Zoning. They were reviewed and a permit was issued.

7. Zoning received a letter from Travis & Ashley McAllister requesting zoning information. Zoning called them several times leaving messages.

Zoning Discussion – John Spelich said that there will be Zoning hours on Wednesday from 4:30pm – 6:00pm.

Fire

- Interstate was out and repaired a flat tire on an engine.
- Stipend will be turned in by the end of the week after review.
- Jeep received some minor maintenance in house.
- Received HazMat supplies
- No updates on any 2024 grant applications that were submitted.

Fire Department Discussion – Any discussion was held during each section.

Roads

- The excavator was picked up from MFG and they were not able to repair it. I have spoken to Lance, and it will be taken the week of the 24th for a heavy equipment mechanic to do the work of finding the issue and what is needed to repair it.
- The transmission was ordered for the International dump truck and hope it will arrive soon.
- June's round of roadside mowing should be complete this week. We are a little behind due to preparing for dust control.
- Ball fields were drug the best they could be. I would like to ask that we look into a second drag; one that will rip into the dirt and is meant for ball fields. I feel having that, we can increase the look and life of the fields. The stump was removed from the play area from the tree we removed last summer. I hope to have the playground material done before the 4th of July. The big pavilion floor has been pressure washed.
- All roads except for Reeves and Hosmer have been dust controlled. I am working to try and schedule 2 loads in one day to be able to complete the last 2 roads and not have them only halfway done with one load. I hope to have them complete by the end of this week. Thank you to the FD for helping fill the water tank. It really makes the process a lot easier and effective when we have the water ready. *Lance Portman said that Reeves Road was finished today.*

Roads Discussion – Any discussion was held during each section.

Community House/Overlook Park

- We have 1 booking for July and 7 for August.
- We have 4 chair/table 'lendings'.
- Community Cleanup Day will be this Saturday, June 22 from 8:00am – noon.

Overlook Park:

- The main Pavilion is finished, and the ceiling painting is also done.
- Material for the playground should be done by July 4th.
- We need to purchase a new drag for the ballfields.

Community House/Parks Discussions – Any discussion was held during each section.

Cemetery

- We had a burial on Saturday June 8th as well as this past Friday June 15th. Due to the excavator being down, we have been using Humr Excavating to dig them since we cannot get the backhoe to the burial site. *Joyce Peters asked if Humr Excavating is billing Parkman per burial. Lance Portman said that he is going to get clarification on this.*

Cemetery Discussion – Any discussion was held during each section.

Old Business

- Tables – Joyce Peters said that the tables are going to be delivered. Denise Villers said that she is coordinating the delivery with Lynn Schiffbauer. Lynn said that there aren't any weddings planned at the Community House until August, so they should be able to store the new tables in the back room. Joyce asked if they could store the old, blemished/broken tables at the salt dome. Lance Portman said that they need to figure out what they're going to do with the old kitchen tables in the storage bin.
- Veteran's service memorial reimbursement – Joyce Peters has the form from the Veteran's Association. She said that their expenses go beyond the \$100.00 and \$250.00 that they received in the grant. They will have to attach the original receipts with the forms when they send them in.
- One Ohio – Joyce Peters looked into her files, and in February of 2022, it turned out that the township's OBOA state settlement was only so much. It was ruled that if they don't get at least \$500.00 in a payment, it would go to the county. The other letter from Ravenwood was asking the trustees for money that they don't have to offer, is what it sounded like.
- BTE/A.L.L. lawsuits – We received a third action – the second from BTE, who have taken an action against A.L.L. and the township to stop the attempt to eliminate the property restriction. Because we're part of the other lawsuit, we're a part of this. Henry Duchscherer asked what we're saying about this. Joyce Peters read from the second BTE lawsuit that "Parkman Township already has a

public square in a different location and, therefore, has no intention of enforcing the 1843 use restriction". The plaintiff, BTE, appears to be of the belief that the township supports the ABC's planned purchase and development. Joyce Peters states that she has no idea how they came to that conclusion. So according to this new action, A.L.L is claiming that Parkman Township is willing to look the other way, which isn't true. Ken Ashba is here (he filed the A.L.L lawsuit) and will speak to it. Mr. Ashba started by saying that the gas station Sheetz wants to come into the property in question and the rumor is that Mr. Ashba is trying to stop that from happening. He is saying that he doesn't care if they do come in. What he does care about is them coming in and taking the park away from the township and the worry from the community about them taking the park. There is a very small strip of property in question (owned by BTE) between where BTE owns and where the township Gazebo Park is (owned by Parkman Township) is in dispute. According to what Mr. Ashba read during the meeting, which came from the Geauga Maple Leaf, the Perkins family, on or about June 7th, 1843, made a deal with the township that the small strip of land was to be used for certain things in the township. Then on January 22nd, 2018, it was reiterated in the deed that the land should be used for a public square or a public walk. Then the trustees at the time in 2018 sold that small strip of land to BTE. There is also concern that BTE is trying to purchase the property from the township that is currently used for community/park activities such as weddings, ceremonies, and just sitting (Gazebo Park) that Mr. Ashba and the community as a whole don't want to lose. He stated that he likes seeing weddings and other things happen at the gazebo park. Joyce Peters assured him that the trustees had NO intention of allowing anyone to take the park/gazebo property and were as much against selling any more township land as he was. She told him that it was only the quarter of an acre of property between the park and the property that BTE already owns that is involved. She stated that for whatever reason they have the wrong location listed in the newspaper legal ad. Denise Villers and Joyce Peters showed him a map of where the property lines were.

- ODOT property transfer – The trustees read the email today from ODOT that they received the deed transfer. Henry Duchscherer will get the keys, the signed contract and make sure that the utilities are switched over. Joyce Peters asked Henry to please let Denise Villers know when he's gotten everything. There were questions on whether the utilities were just electric or if propane was also included. Henry will clarify.
- Policies – Joyce Peters said that she thought she saw a second bill. Denise Villers said that she has only seen one thus far. Joyce said that they (board of trustees) really need to sit down and review the preliminary work received from Ben Albrecht.

Old Business Discussion – Any discussion was held during each section.

New Business

- Planning Commission letter – See previous.
- Speed monitor – Henry Duchscherer would like to get one to put on 528 in the 40mph zone. He said that he saw a battery operated one. Lance Portman said that a quick Google search found some around \$4,500.00. Lynn Schiffbauer suggested GovDeals to look for one. Henry said that he spoke to Sheriff Hildenbrand about the use of jake brakes and trying to enforce semi-trucks not using them in town. Joyce Peters said that she would also like to ask why the Sheriff's Deputies weren't at the Memorial Day parade because people almost got run over. Lynn Schiffbauer said that there was an incident that happened that maybe kept them from not being able to come.

New Business Discussion – Any discussion was held during each section.

Budget

- Budget Commission Letter – Denise Villers said that Troy Township isn't adjusting anything. It was a one-year deal. Claridon Township is doing a gradual decrease with their voted tax. Joyce Peters said that the amount that they cut out of the road budget was to make up for the inside millage increase. Now the trustees need to decide if they're going to do that again. It was suggested to do a step decrease. Lance Portman doesn't feel that cutting back by a third each year is a bad idea. Henry Duchscherer doesn't think that we should cut anymore back. Denise Villers said that when she went onto the Auditor's website, it was an increase of less than \$100.00 for the year on average for most properties. It was decided that they will deal with how much they want to decrease on a voted tax at the next meeting.
- Budget discussion – Joyce Peters went over each fund's expenditures and appropriations. Based on the budget they approved, they should have over \$330,000.00 to carry over into 2025. The Auditor's office looks at what you're carrying over into next year. Joyce said that the figures look about right. They went through all the funds to make sure everything was as it should be. Minor adjustments were made. Joyce also said that the fire department staffing average has really been about 59% since about October 2023. It's only been 70% for the last two months.

Budget Discussion – Denise Villers asked if it was ok to send the budget to the trustees. Joyce Peters asked her when she could have it done by so that the public could view it. Denise said that she could have it done by the end of the week, then it will be advertised. It'll have to be a special meeting for the trustees to approve the budget. The regular meeting will be on July 2nd, and the special Budget meeting will be July 3rd at 4:00pm. Joyce also brought up that if they continue the fire fund as it is, they will be out of money in five years. Joyce said they need to consider putting on a levy, somewhere between \$90,000 – \$100,000/year would get them at least five more years down the road. Joyce said that they will have about \$60,000.00 in revenue this year from EMS billing. Discussion was held on what the amount might be. Joyce asked Denise Villers to get a form from the Auditor's office so that they can start filling it out.

Henry Duchscherer asked if it will be put on next year. Joyce said no, it'll have to be put on this year. Other information that Joyce Peters wanted to pass along is that there was a 7mil levy that was going to try to be passed for chip and seal. She also learned that the total value of properties that are taxed in Parkman Township is over \$103,114,000.00, but the township only gets to collect about \$835,000.00 of that.

Public Comment

- None.

Motion to adjourn: Lance Portman at 9:11p.m., Henry Duchscherer seconded, all yes. Meeting adjourned.

Next meeting on July 2nd, 2024, starting at 7:00pm.

Special Budget meeting July 3rd, 2024, starting at 4:00pm.

Meeting Minutes prepared by Stacey Urbanowicz, Administrative Assistant

Meeting Minutes submitted by Denise Villers, Fiscal Officer.

Meeting Minutes Approved by


