

Parkman Township Trustees

Regular Meeting October 7th, 2025

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

In attendance were Trustees – Joyce Peters, Henry Duchscherer, and Lance Portman, Fiscal Officer – Denise Villers, Administrative Assistant – Stacey Urbanowicz, Assistant Zoning Inspector – Mark Strumbly, Community House Coordinator – Lynn Schiffbauer, and residents – John Augustine, Brandon Reed, Roger Anderson, Wayne Wagamon, and Russell Spencer from the Parkman Township Fire Department.

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

Meeting's Motions and Resolutions:

Lance Portman made a **motion** to approve the September 16th, 2025, regular meeting minutes and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously.

Lance Portman made a motion to approve the Bank Reconciliation for April of 2025, and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously. **(Resolution #90-2025)**

Lance Portman made a motion to approve the Bank Reconciliation for May of 2025, and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously. **(Resolution #91-2025)**

Lance Portman made a motion to approve the Bank Reconciliation for June of 2025, and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously. **(Resolution #92-2025)**

Lance Portman made a motion to approve the Bank Reconciliation for July of 2025, and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously. **(Resolution #93-2025)**

Lance Portman made a motion to approve the Bank Reconciliation for August of 2025, and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously. **(Resolution #94-2025)**

Joyce Peters made a **motion** to approve a blanket PO for up to \$5,000.00 for the purpose of EMS equipment from a grant award, and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously.

Joyce Peters made a motion to award DK Masonry and Construction the contract to repair the fireplace at Overlook Park at a cost of \$9,875.00, and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously. (**Resolution #95-2025**)

Lance Portman motioned to adjourn the meeting at 8:21 p.m., and Henry Duchscherer seconded the motion. All voted yes, and the motion carried unanimously.

Departmental Reports

Fiscal Officer

- Approve the minutes for the September 16th, 2025, regular trustee meeting. (See *Motions & Resolutions*).
- Approve Bank Reconciliation for April 2025. (See *Motions & Resolutions*).
- Approve Bank Reconciliation for May 2025. (See *Motions & Resolutions*).
- Approve Bank Reconciliation for June 2025. (See *Motions & Resolutions*).
- Approve Bank Reconciliation for July 2025. (See *Motions & Resolutions*).
- Approve Bank Reconciliation for August 2025. (See *Motions & Resolutions*).
- Per resident's request, I have asked our County Engineer's office to look into extending the length of the school zone (Amish school on Bundysburg Road between Reeves & Swine Creek Roads)
- Continuing my search at the Geauga County Recorder's office for copies of the deeds for properties owned by Parkman Township. (Need to go further back on a couple parcels)
- I still have a Cemetery deed from 2017 that I can't seem to find an address to send it to (Richard Owen – anyone know the family?)
- The next meeting of the Geauga County Township Association is Wednesday, October 8th at Schoolyard Studio – Hosted by Burton Township. Six of us will be attending (tomorrow).

NOTE: The 2026 OTA Conference in Columbus is scheduled for February 4-6, 2026.
Would anyone like to attend?

Zoning

- Permit issued to Al Miller for an addition that he is adding to his current residence on Old State Rd.
- Permit issued to 17300 Old State Rd. for a new home construction. The family will occupy current home till the new home gets an occupancy permit. Copy of resolution 402.17 given to the resident at the time of zoning permit.

- Resident asked if he could put on an addition for a house on Hosmer Road. He wanted to know how far septic lines had to be from the addition. I advised him to inquire a septic business or the county.
- I will be attending the BOA meeting next week. Those 2 variance requests were issued by me.

Zoning Discussion – Any discussion was held during each section.

Fire

- Jeep was sold on GovDeals. Title was completed for the transfer and the buyer picked it up this past Sunday and trailered it from the property.
- Need to start spending the EMS grant award funding before end of year. Please approve a blanket for up to \$5,000 for the purchase of various EMS grant reimbursable equipment. (*See Motions & Resolutions*).

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

Roads

- We have a fairly decent start to the ditching on Hosmer Road. We are continuing as we can to hopefully have it completed this fall.
- We borrowed Middlefield Township's hot box for 2 days and were able to get all the major / larger holes filled on our paved and chip-seal roads. I will try to meet with Lance to discuss the conditions of a few of our roads.
- I received a quote for the driveway on Mill Street where we had the large pipe fail in the spring. This driveway was asphalt, and we had to tear it out to make the repair on the apron area. I received a quote for \$2,730 to replace the asphalt we had to remove. If possible, I would like to ask for consideration in approving this so we can get on the list before the asphalt plant closes.
- Also, from the same company I received a quote for \$31,000 for the repairs and resurfacing of the basketball and tennis courts at the park.

Roads Discussion – Any discussion was held during each section.

Community House/Parks

Community House:

- We have 4 bookings for the rest of October and 3 bookings for November.
- We are getting bids to fix the leak on the back wall off the basement. We had camera work done on the pipes/drain in the back and found we have broken pipes which will need replacing.

- Our annual Halloween Party (hosted by the Parkman Chamber of Commerce) is Sunday, October 26th from 6:00-7:30pm.

Overlook Park:

- We have 1 booking for October.
- We received another bid to resurface the courts, and it came in at \$31,000.00.

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

Cemetery

- There was a cremation burial this past Saturday.

Cemetery Discussion – Any discussion was held during each section.

Old Business

- A. Amish Healthcare Insurance reps meeting – Joyce Peters, Mike Komandt and Russell Spencer met with six Amish men who are trying to get a better understanding of how the EMS billing is done. There had been a misunderstanding that Troy Township Fire Department wasn't soft billing Parkman residents. They now are, and a resolution has been signed between both townships. Lifeforce has also signed a resolution to handle the EMS billing. Joyce Peters said that she felt that there was a "breakthrough" in communication and that the Amish now have a better understanding of how EMS and the billing work after the meeting. The Amish felt that they were lied to because somewhere along the way, they were told that they wouldn't have to pay for anything if they called 911, and then they would get a bill. The trustees and the fire department learned that the Amish have their own insurance that they pay into and then have to pay back when they use it.
- B. Troy blending – Joyce Peters said that she's not sure where we stand yet. She's still waiting to hear something.
- C. Cyber Security resolution update – Joyce Peters received a sample of a cyber security policy from the OTA. They have to have a policy in place by July 1st, 2026. Joyce Peters has been in contact with ADP. The policy they have is very complicated. The sample policy that Joyce has is simple and straightforward, and she forwarded it to Jim Flaiz. He then sent it to ADP.
- D. Basement leak – They have received two bids. One is from Humr's for \$13,400.00 and the other is from Lowe's for \$12,350.00. Lance Portman called a third company to try to get a third quote but wasn't able to leave a message. Neither company said whether they included repairs in their quote. When a camera was run through the pipes, damage was found. Joyce Peters asked how quickly they could schedule someone, as she would like to make a decision on who to schedule by the next meeting.
- E. Porch renovations – Henry Duchscherer said that he hasn't heard anything.

- F. Overlook chimney quote – They had a bid from DK Masonry for \$9,800.00 and one from A&A Masonry for \$25,000.00 that includes a teardown and rebuild. The pictures from A&A Masonry showed cracks in the flue liner. Joyce Peters said that she would be OK with DK Masonry. Henry Duchscherer agreed with Joyce Peters. Resident Wayne Wagamon asked if their insurance carrier had an opinion on what had to be fixed. Joyce Peters said that she wasn't sure. See *Motions and Resolutions*.
- G. Tennis/basketball courts – Joyce Peters said that whatever they're looking at is going to cost around \$31,000.00. They have to think about if they should start now or in the spring. Denise Villers suggested giving the option of when they start to whoever we give the contract to. Joyce Peters said that she wouldn't mind awarding the contract now, then they won't carry over so much money into next year. Henry Duchscherer asked if they could get another quote.
- H. Doty Rd. – Mark Strumbly said that he needs to get Dave Dietrich involved. Mark Strumbly asked if he could have Rick Gates and Kyle Wagamon with him while he was speaking to Mr. Dietrich. Mark Strumbly asked why the previous board of trustees abandoned a piece of road like they did. Joyce Peters said that she can't speak to why the previous administration did. Mark Strumbly also said that Kyle Wagamon is under contract to have his land farmed for 10 years, which is up in about two years. Mark said that he hadn't seen any farming done. Mark Strumbly said that Norton Road is also closed. Resident Roger Anderson (who is a former trustee) said that the road was abandoned because the county came to them and told them to abandon them because they were never used. Roger Anderson said that Rick Gates and Kyle Wagamon have signed off on Doty Road and the property issue "five times in this building."
- I. Recycling trash can – Joyce Peters said that trash is still ending up in it. Henry said that a sign is coming.
- J. Short term rentals – Joyce Peters has no new information.
- K. Technology grant – See previous.
- L. Nov. 4th mtg change reminder – The meeting was changed from November 4th (Tuesday) to November 6th (Thursday) to avoid the election.

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

New Business

A. Legislative Report:

- 1. House bill 274 – If it passes, it will require townships and villages to provide Fire and EMS and will take effect January 1st, 2026. If a municipality doesn't provide it, there are no penalties established (as yet).
- 2. House bill 427 – Will give the electric company control over customer's thermostats and water heaters during periods of high demand. This would be an opt-in program.

3. HB 96, Budget/property tax – This is a state operating budget. A group of citizens is trying to get on the ballot to outlaw property taxes. If it does get on the ballot and the voters pass it, the township would lose 90% of its funding. Joyce Peters read through the list.

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

Public Comment

- Resident Wayne Wagamon, who lives on Hosmer Road came to speak to the trustees about a problem on his property. He has a drainage ditch that doesn't drain and is growing cattails. He asked if it would make a difference if he supplied the pipe and the Road Department dug it out. Lance Portman advised him to contact Eric Mathews on what steps he would need to take, and the Road Department could install it. Mr. Wagamon also said that you can't see to the left onto State Route 88 from Hosmer Road. Lance Portman said that ODOT is responsible for that.

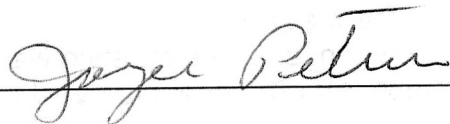
Adjournment: Lance Portman motioned to adjourn the meeting at 8:21 p.m. Henry Duchscherer seconded, all yes. Meeting adjourned.

Next Regular meeting on October 21st, 2025, starting at 7:00 p.m.

Meeting Minutes prepared Stacey Urbanowicz, Administrative Assistant

Meeting Minutes submitted by Denise Villers, Fiscal Officer.

Meeting Minutes Approved by

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