

PARKMAN TOWNSHIP TRUSTEES
Regular Meeting of October 18, 2011

The regular meeting of the Parkman Township Trustees was called to order at 7:30 p.m. In attendance were Trustees-Kevin O'Reilly and Patrick Joyce, Fiscal Officer-Nancy Wheelock, Secretary-Renee Patry, Susan Blair, Joyce Peters, Jerry Jacobs, Roger Hanna, Wendy Anderson, Tom Evers, John Augustine, Scott Simms and Debbie Wilson. Trustee-Nancy Ferguson was not in attendance due to illness. The Pledge of Allegiance was recited and an agenda was distributed.

Approval of Minutes

A motion was made by Pat and seconded by Kevin to waive the reading of the October 4, 2011 regular meeting minutes and to approve the same. (Resolution No. 11-181) Motion carried unanimously.

Correspondence

- Geauga County Engineer – Documents and change order from the Geauga County Engineer for the Farley Road resurfacing project. Additional pavement repair, tack coat and asphalt surface course were performed on the project. These additions require a change order approval by the Board to amend the contract. Three copies of the supplemental agreement were provided to approve and execute. A motion to approve the change order for the Farley Road project in the amount of \$1973.30 was made by Pat and seconded by Kevin. (Resolution No. 11-182) Motion carried unanimously. One original copy of the supplemental agreement is for Ronyak Paving, the Geauga County Engineer and Parkman Township. A check in the amount of \$126,611.02 will be sent to Ronyak Paving as the first and final payment to complete the project.
- Ohio Township Association Newsletter
- Ohio Secretary of State - Letter with a website for the upcoming State Issues on the November election ballot.
- Fair Housing - Invitation to Halloween Party

Departmental Reports

- Fiscal Officer
 1. Bank Reconciliation - A motion was made by Pat and seconded by Kevin to approve the September Bank Reconciliation report for the Middlefield Bank Primary checking account. (Resolution No. 11-183) Motion carried unanimously.
 2. Cost Recovery Corporation - An activity report from Cost Recovery Corporation was received. Cost Recovery is a company who works with fire services assisting in offsetting costs associated with traffic crash responses. They recover these costs from insurance companies and recycle the funds back to the Township. Parkman Township recently entered into an agreement with Cost Recovery Corporation. Cost Recovery reported a collection of \$527.34 for the month of September.
- Road Department
 1. Road Maintenance - Ditch mowing has been completed. The Road Department has started grading the roads to prepare for winter.

1. Resignation - Full-time road department employee, Erik Dekome submitted a letter of resignation to the Board of Trustees. Erik's last day as an employee Of Parkman Township will be Friday, October 21, 2011 .A motion to accept the resignation of Erik Dekome, effective October 21, 2011, was made by Kevin and seconded by Pat. (Resolution No. 11-184) Motion carried unanimously. The Wilson Agency will be notified to cancel Erik Dekome's health care insurance policy with Parkman Township after his departure. The open position will be advertised in the Maple Leaf, The News Herald and The Good News.
- Cemetery
 1. Maintenance -Susan Blair expressed her concerns over the maintenance of Overlook Cemetery. She said earlier this year the grounds had been mowed, but the trimming was not done around the stones in the back of the cemetery. Mrs. Blair mentioned that the head stone on her cemetery lot has been moved on the foundation and is not centered. She believes that this may have been caused by the mower. Tom Evers replied that he and his crew have moved the stone back into position. The Trustees advised that with the wet weather this year, it has been difficult mowing and earlier in the season, there were several roads that required additional attention due to the heavy rains. Mrs. Blair also expressed concern regarding regular maintenance of Owen Road this summer. Kevin explained that the Road Department does not grade the roads after they are hard in the summer. This would cause dust issues. The regular fall maintenance is the grading of the roads. The Road Department will start grading Township roads on Monday pending weather conditions. Kevin assured Mrs. Blair that he checks in with the Road Department Superintendent on a daily basis.
 - Zoning
 1. Zoning Commission - Debbie Wilson reported that the Zoning Commission Board is working on the conservation development and is gathering information at this time.

Old Business

- Employee Manual Updating - Section 11 of the employee manual was reviewed and a motion to accept Section 11 with the changes of Township Clerk to Fiscal Officer was made by Pat and seconded by Kevin. (Resolution No. 11-185) Motion carried unanimously.
- Community House Upstairs Bathroom – Pat reported that he is still waiting for estimates.
- Workers' Compensation Safety Training - Tom Evers will attend the safety training.
- OPWC Shedd Road Project - The Geauga County Engineer's office has been surveying Shedd Road to prepare for the Ohio Public Works Commission project. Kevin reported that the County Engineer plans to schedule a meeting with Parkman Township, Middlefield Township, Troy Township and Burton Township to develop a plan for this project. John Augustine expressed his concern that trees will have to be removed for this project. He would like the Board to make sure the trees marked for removal are necessary for the project.
- Computer Backup - A motion to subscribe to a remote automatic computer back-up with Carbonite for 59 dollars a year was made by Kevin and seconded by Pat. (Resolution No. 11-186) Motion carried unanimously. Renee Patry will coordinate the subscription.
- Troy/Parkman Fire Department Meeting –The joint meeting between the Parkman Township Trustees and the Troy Township Trustees has not been scheduled to date, but will possibly be held in late November or December.

New Business

- Material - A motion to purchase 780 tons of #57 steel slag from Arrowhead at \$15.75/ton was made by Pat and seconded by Kevin. (Resolution No. 11-187) Motion carried unanimously. A motion to purchase 780 tons of #57 steel slag from Arms Trucking at \$16 dollars a ton was made by Kevin and seconded by Pat. (Resolution No. 11-188) Motion carried unanimously.
- Community House Upstairs Curtains - Wendy Anderson presented the Board with fabric samples and two estimates for new curtains for the second floor windows at the Community House. After review and discussion, a motion to purchase roman shades and drapes from Bailey House for up to 5000 dollars was made by Kevin and seconded by Pat. (Resolution No. 11-188) Motion carried unanimously.

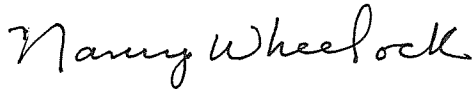
Approval of Bills and Wages

A motion was made by Pat and seconded by Kevin to pay the bills and wages from warrant #18404 through warrant #18427. (Resolution No. 11-189) Motion carried unanimously.

Adjournment

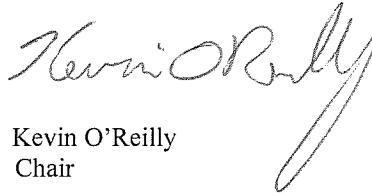
A motion was made by Pat and seconded by Kevin to adjourn the meeting at 8:22 p.m. (Resolution No. 11-190) Motion carried unanimously.

Respectfully Submitted,



Nancy Wheelock
Fiscal Officer

Approved,



Kevin O'Reilly
Chair