

## **RECORD OF PROCEEDINGS**

### **MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING**

**APRIL 22, 2014**

Hawke called the meeting to order at 4:03 p.m. at the Jackson Township Hall with all Trustees, Fiscal Officer, Lyon, Vaccaro, Brink, Hogue, Bissler, and Poindexter present.

Hawke moved and Pizzino seconded a motion to go into Executive Session for Fire Department Personnel (Appointment/Employment/Compensation/Discipline) – Pre-Disciplinary Hearing.

**3-0 yes**

Hawke moved and Pizzino seconded a motion to go into Executive Session for Fire Department Personnel (Appointment/Employment/Compensation) – Interview Fire Inspector applicants.

**3-0 yes**

Hawke moved and Pizzino seconded a motion to go into Executive Session for Park Department Personnel (Appointment/Employment/Compensation) – Interview Park temporary maintenance worker applicant.

**3-0 yes**

Upon return from Executive Session at 6:45 p.m., Hawke called the Work Session to order.

#### **Work Session**

#### **Public Works Department – Park Division**

#### **ATTACHMENT 04/22/14 A**

#### **Maintenance Duties and Responsibilities**

Pizzino told the Board he had asked the Administrator to add this to the agenda, he said he wants Dave and Mike to know what the Board expects from them and the Park Department.

Lyon pointed out that all Township properties are maintained by the Park Department and that is to be continued.

Hawke asked Dave Ruwadi if he wanted to add anything to the list or clarify anything.

Pizzino said the Park Department is doing a good job with the noxious weeds. He asked Ralph Boger if he wanted the Park to take over any of the mowing previously done by the Highway Department. Ralph said the Park has the equipment to handle some of the tighter situations and has been doing some of them and doing a fine job at it.

It was decided to add to the job descriptions that the Park Department is to maintain all the greenspace within the Township and adding the noxious weeds.

Boger said that since the Park employees are being used during the winter in snow removal there is more vacation time left to be used during the summer.

Walters moved and Hawke seconded a motion to approve the list and job descriptions of Park Maintenance & Grounds Foreman and Park Maintenance & Programming Supervisor as modified. **3-0 yes**

**ATTACHMENT 04/22/14 B**

Walters moved and Hawke seconded a motion to approve and reinstate the Creative Movement program in North Park as requested by Barb Craven. **3-0 yes**

**ATTACHMENT 04/22/14 C**

Hawke moved and Pizzino seconded a motion to create the Youth Sports Subcommittee to include a representative from each of the youth sports organizations as attached. The subcommittee shall address field usage and scheduling. **3-0 yes**

Ruwadi explained that the newest member of the Park Advisory Committee is a Master Gardener and suggested doing a gardening program to educate people in different methods of gardening. He said there would also be discussions regarding clean water and rain barrels, how bees pollinate.

At 7:02 p.m., Hawke called the General Session to order with all department heads present. He requested that all cell phones be turned off at this time.

The Pledge of Allegiance was recited.

Dana Heffner was present from First Energy who is the area manager for Stark County and took over for Ray Martinez at the end of January. She wanted to introduce herself to the Board and let them know if there were any concerns regarding Ohio Edison or First Energy to contact her. She told the Board there is a lot of transmission work going on and there will probably be a lot of traffic in that regard. She introduced Steve Wilkes who is a Project Manager of one of the projects that will be in Jackson Township. She told the Board the project in Jackson Township starts at the Dale substation on Arlington and ends at the Jackson substation on Jackson Avenue and is set to start on June 1 and should be finished at the end of the year around December 15. She said it does run along roads and there may be times when flaggers are needed. She asked the Board what the preferred method of communication was regarding updates.

Hawke told her any communications would go through the Township Administrator and she would get it to the Trustees.

**Public Speaks** – No one came forward.

**Administration Department**

**ATTACHMENT 04/22/14 D**

Walters moved and Hawke seconded a motion to adopt the attached amendment to the 2014 Farmers' Market Rules and Regulations. **3-0 yes**

**ATTACHMENT 04/22/14 E**

Hawke moved and Walters seconded a motion to adopt and authorize the placement of the Board President's signature upon the attached Jackson Township Dental and Vision Benefits Plan. **3-0 yes**

**ATTACHMENT 04/22/14 F**

Hawke moved and Walters seconded a motion to adopt and authorize the placement of the Board President's signature upon the attached Jackson Township Non-Grandfathered Health Benefits Plan. **3-0 yes**

**ATTACHMENT 04/22/14 G**

Hawke moved and Walters seconded a motion to adopt and authorize the placement of the Board President's signature upon the attached Administrative Services Agreement and Business Associate Agreement with Mutual Health Services, a division of Medical Mutual Services, LLC. **3-0 yes**

**ATTACHMENT 04/22/14 H**

Hawke moved and Pizzino seconded a motion to authorize the Township Administrator to sign a Memorandum of Understanding with GovDeals.com and allow the Township Administrator, or her designee to manage the 2014 internet auction program. **3-0 yes**

**RESOLUTION 14-025, ATTACHED  
PART-TIME FIRE SAFETY INSPECTOR**

Hawke moved and Walters seconded a motion pursuant to the Township's Personnel Hiring Policy and authority granted in ORC Section 3737.01(D), we hereby appoint Ralph Copley to the position of part-time Fire Safety Inspector, effective May 12, 2014 at \$18.00 per hour, contingent upon negative drug screen. The appointee shall not exceed twenty-eight (28) hours per week. **3-0 yes**

**Legal Department**

**ATTACHMENT 04/22/14 I**

Hawke moved and Pizzino seconded a motion to adopt and authorize the Board President's signature upon the attached supplemental right of way and easement with the Ohio Power Company. **3-0 yes**

**RESOLUTION 14-026, ATTACHED  
VILLAGE OF HILLS AND DALES AGREEMENT**

Hawke moved and Walters seconded a motion to adopt and authorize the placement of our signatures upon the attached Agreement with the Village of Hills and Dales. **3-0 yes**

## **Police Department**

### **ATTACHMENT 04/22/14 J**

Hawke moved and Walters seconded a motion to approve the appropriation transfer request from account code 209.250.5387, Discretionary, to account code 209.250.5385, Police Other, in the amount of \$1,800.00 and from account code 209.250.5387, Discretionary, to account code 209.250.5522, Building Maintenance, in the amount of \$20,000.00. **3-0 yes**

### **ATTACHMENT 04/22/14 K**

Hawke moved and Walters seconded a motion to accept the attached retirement notice from Police Officer Andrew Kneffler effective April 29, 2014. **3-0 yes**

Walters moved and Hawke seconded a motion to authorize advertising for a full-time police officer position. **3-0 yes**

### **ATTACHMENT 04/22/14 L**

Hawke moved and Walters seconded a motion to approve Budget Module 2014 for MRAP in the amount of \$5,000.00. **3-0 yes**

## **Public Works Department**

### **Highway Division**

#### **RESOLUTION 14-027, ATTACHED 2014 RESURFACING PROJECT**

Hawke moved and Walters seconded a motion to authorize the attached Advertisement for Bids for 2014 Resurfacing Project in accordance with the Specifications on file. **3-0 yes**

### **ATTACHMENT 04/22/14 M**

Boger explained that the State Capital Improvement is on the ballot this May as State Issue 1 and that it started 20 years ago and allows the Fund to loan and provide grants to cities and other Ohio governments for highway improvement projects.

### **Park Division**

Hawke moved and Walters seconded a motion to accept a \$750.00 donation to the Park Division from Jackson Fury. **3-0 yes**

### **ATTACHMENT 04/22/14 N**

Hawke moved and Pizzino seconded a motion to authorize the hiring of Joshua Fuchs as a seasonal park maintenance worker (second year), through the temporary service, subject to a negative drug screen, at the rate of \$8.35 per hour, effective May 12, 2014, in accordance with the attached memorandum from David Ruwadi. **3-0 yes**

Hawke moved and Walters seconded a motion to authorize the hiring of Robert Calhoun as a seasonal park maintenance worker (first year), through the temporary service, subject to a

negative drug screen, at the rate of \$7.95 per hour, effective May 12, 2014, in accordance with the attached memorandum from David Ruwadi. **3-0 yes**

Gonzalez asked Boger about getting the gas light poles painted. Boger said the light poles in several allotments have a lot of rust on them. He said the gas lights were installed through the developer but they do need some paint and upgrading.

Gonzalez said the allotment is calling and wants the Township to paint the light poles in their allotment but we don't do that.

Boger said we aren't equipped for that.

Gonzalez said we weren't in the business of going out and looking for a painter to paint the light poles. He said the lighting district agreement says 'maintain the lights'. He said these gas lights have caused a lot of problems; we can't get them maintained.

Boger said that's a never ending problem with gas lights.

Gonzalez said that now we're literally looking at going and hiring a painter to paint them.

Vaccaro asked if they were in the public right of way.

Gonzalez said they are ours, that it is actually a lighting district. He said the street lights were installed by a builder but they are gas street lights.

Vaccaro said he hasn't seen this particular contract. He said he would have it pulled and would look it over.

Gonzalez told the Board if they receive calls about this that we are working on it but the issue is if the Township wants to go out and hire a painter.

## **Zoning & Planning Department**

### **ATTACHMENT 04/22/14 O**

Hawke moved and Pizzino seconded a motion to accept the attached resignation of John D. Clark from the Jackson Township Zoning Commission effective April 14, 2014. **3-0 yes**

Hawke moved and Pizzino seconded a motion to set public hearings for Zoning Amendments 608-14 and 609-14 on May 13, 2014 at 6:00 p.m. and 6:15 p.m., respectively.

Amendment 608-14: Appleman Haymaker Properties LTD requests to rezone 9.145 acres, more or less, of a 31.55 acre tract on the south side of Strausser, east of Wyndgate Court from (R-R) Rural Residential to (R-1) Single Family Residential.

Amendment 609-14: Appleman Haymaker Properties LTD Requests to rezone 21.484 acres, more or less, of a 31.55 acre tract on the south side of Strausser, east of Wyndgate Courts, from (R-R) Rural Residential to (R-1) Single Family Residential. **3-0 yes**

## **Fiscal Office**

### **ATTACHMENT 04/22/14 P**

Hawke moved and Walters seconded a motion to pay the bills in the amount of \$1,037,411.16.

**3-0 yes**

### **ATTACHMENT 04/22/14 Q**

Hawke moved and Pizzino seconded a motion to approve the minutes of the April 8, 2014 Board of Trustees' meeting.

**3-0 yes**

## **Routine Business**

### **Announcements**

- Board of Trustees next regular meeting, May 13, 2014, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Township Hall.
- LOGIC, May 1, 2014, 9:00 a.m., Jackson Safety Center, Chiefs' Conference Room.
- CIC, May 15, 2014, 8:00 a.m., Township Hall.
- Board of Zoning Appeals, May 8, 2014, 5:30 p.m., Township Hall.
- Jackson Township Recycling Station Board, April 23, 2014, 11:00 a.m., Buehler's Community Room.
- Citizens Advisory Committees:
  - Community Celebration, May 14, 2014, 5:30 p.m., Township Hall.
  - Park, May 14, 2014, 6:30 p.m., Township Hall.
  - Highway/Traffic, May 21, 2014, 6:30 p.m., Township Hall.
- Friends of the Park, May 14, 2014, 7:00 p.m., Township Hall.
- Gardening with Zest, monthly educational series from April through September, at North Park Pavilion.
- Hooked on Fishing Day, Saturday, May 3, 2014, 8:00 a.m. – 11:00 a.m., Jackson North Park. Free, but register by May 2.

**Old Business** – None

**New Business** – None

**Public Speaks – Open Forum**

No one came forward.

Hawke moved and Walters seconded a motion to adjourn.

**3-0 yes**

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**Todd Hawke**

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**Randy Gonzalez**