

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

DECEMBER 13, 2010

Pizzino called the meeting to order at 4:04 p.m. at the Jackson Township Hall with all Trustees, Fiscal Officer, Lyon, Fitzgerald, Moore, Zink and Heck present.

Pizzino moved and Walters seconded a motion to go into Executive Session for Central Maintenance Department Personnel (Appointment/Employment/Compensation) – Interview mechanic applicant. **3-0 yes**

Pizzino moved and Walters seconded a motion to go into Executive Session for Zoning Personnel (Appointment/Compensation) – Interview applicants for Board of Zoning Appeals and Zoning Commission. **3-0 yes**

Pizzino moved and Walters seconded a motion to go into Executive Session for Police Department Personnel (Appointment/Employment/Compensation/Grievance) – Interview Secretary 3 applicant. **3-0 yes**

Pizzino moved and Walters seconded a motion to go into Executive Session for Fire Department Personnel (Appointment/Employment/Compensation). **3-0 yes**

Upon return from Executive Session, Pizzino opened the General Session at 6:45 p.m. He requested that all pagers and cell phones be turned off at this time.

The Pledge of Allegiance was recited.

Public Speaks – None

Pizzino opened the Public Hearing on the electric aggregation at 6:46 p.m.

Lyon introduced Emily from First Energy Solutions who explained where things stand and what needs to be done next.

ATTACHMENT 12/13/10 A

Emily said this is the first of two required public hearings about the electric aggregation on the plan of operation and governance. She said the second hearing is scheduled for January 10. She said “after the second hearing the Trustees will pass a resolution to adopt the governance plan. Once that occurs, an application will be filed with the Utilities Commission of Ohio to certify the Township as a government aggregator.” She said that process takes thirty days. She said after the thirty days have elapsed First Energy can request a list of eligible customers within the Township from Ohio Edison. Once that list is received and reviewed for eligible customers, then the mailing will go out. She said it will probably be about three months before the letters go out

to the residents. She said once the letters go out, the residents will have 21 days to opt out of the program.

Lyon asked when the grant money would come to the Township. Emily replied that the grant is based on the number of enrollments, so it will come in after the letters are sent out and the number of enrollees is determined. Gonzalez asked how often the Township would receive payments. Emily said it was a onetime grant after the initial enrollment period.

Pizzino closed the public hearing on Electric Aggregation.

Administration Department

ATTACHMENT 12/13/10 B

Walters moved and Burger seconded a motion to approve the attached amended Street Pole Banner Program with no fees effective January 1, 2011. **3-0 yes**

ATTACHMENT 12/13/10 C

Walters moved and Burger seconded a motion to remove the attached list of former employees from the payroll system. **3-0 yes**

ATTACHMENT 12/13/10 D

Walters moved and Burger seconded a motion to accept the donation of two framed photographs of completed highway projects from ME Companies and to authorize the placement of our signatures on the attached letter of thanks. **3-0 yes**

ATTACHMENT 12/13/10 E

Walters moved and Burger seconded a motion to approve the attached letter for the Delta Media Group, Inc. supporting their application for Job Creation Tax Credits and authorize the placement of our signatures thereon. **3-0 yes**

ATTACHMENT 12/13/10 F

Walters moved and Burger seconded a motion to approve the separation of the dental and vision benefits from the medical and drug benefits for purposes of health care reform, effective January 1, 2011. **3-0 yes**

ATTACHMENT 12/13/10 G

Walters moved and Burger seconded a motion to appoint David Thiel to serve as a member of the Jackson Township Zoning Commission for a five-year term, from January 1, 2011 through December 31, 2015. **3-0 yes**

Walters moved and Burger seconded a motion to appoint Scott Sandroock to serve as an alternate member of the Jackson Township Zoning Commission for a one-year term, from January 1, 2011 through December 31, 2011. **3-0 yes**

Walters moved and Burger seconded a motion to appoint Ed McDonnell to serve as a member of the Jackson Township Board of Zoning Appeals for a five-year term, from January 1, 2011 through December 31, 2015. **3-0 yes**

Walters moved and Burger seconded a motion to appoint Leon Vitale as an alternate member of the Jackson Township Board of Zoning Appeals for a one-year term, from January 1, 2011 through December 31, 2011. **3-0 yes**

Fire Department

ATTACHMENT 12/13/10 H

Walters moved and Burger seconded a motion to adopt the attached amended hourly rates for part time firefighters, effective the first pay period in January 2011. Effective the first pay period in January 2012 and annually thereafter, the pay rates will increase by the same percentage as the increases in the negotiated agreement between the Jackson Township Board of Trustees and the Jackson Township Professional Firefighters Local 2280.

Burger	yes
Pizzino	yes
Walters	no

Chief Heck said this is the third adjustment in fifteen years. Pizzino pointed out the last adjustment was made in 2006 and that the proposed rate would be \$13.80.

RESOLUTION 10-089, ATTACHED

VOLUNTEER FIRE FIGHTERS DEPENDENTS FUND BOARD

Walters moved and Burger seconded a motion pursuant to ORC Section 146/03, we hereby elect Lawrence Baughman and Francis Haraburda to be members of the Volunteer Fire Fighters Dependents Fund Board. **3-0 yes**

ATTACHMENT 12/13/10 I

Pizzino moved and Burger seconded a motion to approve the appropriation transfer request from account code 228.210.5110, Salary, to account code 228.210.5120, Overtime, in the amount of \$43,255.99. **3-0 yes**

Highway Department

ATTACHMENT 12/13/10 J

Pizzino moved and Burger seconded a motion to approve Budget Module No. 2010-09-A for Road Salt in the amount of \$200,000.00. **3-0 yes**

ATTACHMENT 12/13/10 K

Pizzino moved and Burger seconded a motion to approve the appropriation transfer request from account code 204.310.5387, Discretionary, to account code 204.310.5556, Road Salt, in the amount of \$200,000.00. **3-0 yes**

ATTACHMENT 12/13/10 L

Pizzino moved and Burger seconded a motion to approve the appropriation transfer request from account code 204.310.5299, Discretionary, to account code 204.310.5120, Overtime Wages, in the amount of \$10,000.00. **3-0 yes**

Legal Department

**RESOLUTION 10-090, ATTACHED
GENERAL FUND ACCUMULATED BENEFITS #292**

Walters moved and Burger seconded a motion pursuant to attached ORC Section 5705.13B, we hereby amend attached Resolution No. 09-089 as follows:

1. Establish a General Fund Special Revenue Fund for the purpose of accumulating resources for the payment of accumulated sick leave and vacation leave, and for payments in lieu of taking compensatory time off, upon the termination of employment or the retirement of officers and employees of the subdivision.
2. Authorize the transfer of \$100,000 in 2007, \$25,000 in 2008, \$25,000 in 2009, \$25,000 in 2010 and \$25,000 in 2011 from Account 101.150.5982 to be deposited in a special fund named the General Fund Special Revenue Fund #292, and can be supplemented if subsequently determined by the Board of Trustees and shall be established and maintained by the Fiscal Officer.
3. Authorize the creation of the following new codes in the accounting system: Fund #292 – General Fund Special Revenue Fund, #292..4990 transfers in from General Fund, expense code #292.150.5140 General Fund Special Revenue Fund, Fiscal cost center, severance object code. **3-0 yes**

**RESOLUTION 10-091, ATTACHED
FIRE FUND CAPITAL PROJECTS FUND #328**

Walters moved and Pizzino seconded a motion pursuant to attached ROC Section 5705.13(C), we hereby amend attached Resolution No. 10-062, effective December 13, 2010, to now read as follows:

1. Establish a Capital Projects Reserve Balance Account, Fund #328, for the purpose of accumulating resources for the acquisition, construction or improvement of fixed assets for Fire Department services through the performance of the projects described in attached Exhibit A.
2. Authorize the transfer and/or receipt of monies set forth in Exhibit A totaling \$175,000.00 from Account 228.210.5958 to be deposited in a special fund named the Capital Projects Reserve Balance Account Fund #328 bringing the total deposits to \$575,000.00 which is the amount to be accumulated in the Reserve Balance Account and which said amount shall be accumulated over a ten year period from the effective date of this Resolution and shall be established, maintained and monies therein to be invested by the Township Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #328
– fire capital projects fund, Receipt #328.4990 – transfer in, Expense code #328.210.5660
– capital projects fund, fire cost center, ambulance/trucks object code. **3-0 yes**

RESOLUTION 10-092, ATTACHED

HIGHWAY DEPARTMENT CAPITAL PROJECTS FUND #327

Walters moved and Pizzino seconded a motion pursuant to attached ORC Section 5705.13(C), we hereby amend attached Resolution No. 09-090 to now read as follows:

1. Establish a Capital Projects Reserve Balance Account, Fund #327, for the purpose of accumulating resources for the acquisition, construction or improvement of fixed assets for Highway Department services through the performance of the projects described in attached amended Exhibit A.
2. Authorize the transfer and/or receipt of monies set forth in Exhibit A totaling \$700,000 from Account 211.310.5959 to be deposited in a special fund named the Capital Projects Reserve Balance Account Fund #327 bringing the total deposits to \$5,157k,852.25 which is the amount to be accumulated in the Reserve Balance Account and which said amount shall be accumulated over a ten year period from the effective date of this Resolution and shall be established, maintained and monies therein to be invested by the Township Fiscal Officer.
3. Authorize the creation of the following new codes in the accounting system: Fund #327
– capital projects fund, Receipt #327.4990 – transfer in, Expense code #327.310.5387 – capital projects fund, highway cost center, road improvements object code and all expense codes on attached amended Exhibit A. **3-0 yes**

RESOLUTION 10-093, ATTACHED

POLICE DEPARTMENT ACCUMULATED BENEFITS #295

Walters moved and Burger seconded a motion pursuant to attached ORC Section 5705.13B, we hereby amend attached Resolution Number 09-092, effective December 13, 2010, as follows:

1. Establish a Police Department Special Revenue Fund for the purpose of accumulating resources for the payment of accumulated sick leave and vacation leave, and for payments in lieu of taking compensatory time off, upon the termination of employment or the retirement of officers and employees of the subdivision.
2. Authorize the transfer of \$251,739.09 from Account 209.250.5964 to be deposited in a special fund named the Police Department Special Revenue Fund #295, and can be supplemented if subsequently determined by the Board of Trustees and shall be established and maintained by the Township Fiscal officer.
3. Authorize the creation of the following new codes in the accounting system: Fund #295
– Police Special Revenue Fund, #295.000.4990 transfers in from Police Fund, expense code #395.250.5140 – Police Special Revenue Fund, Police operations cost center, severance pay object code. **3-0 yes**

**RESOLUTION 10-094, ATTACHED
POLICE DEPARTMENT CAPITAL PROJECTS FUND #325**

Walters moved and Burger seconded a motion pursuant to attached ORC Section 5705.13(C), we hereby amend attached Resolution No. 09-091 as follows:

1. Establish a Capital Projects Fund #325, for the purpose of accumulating resources for the acquisition, construction or improvement of fixed assets for Police Department services through the acquisition of Police Department cruisers as described in attached Amended Exhibit A.
2. Authorize the transfer of monies set forth in amended Exhibit A totaling \$50,000.00 from Account 209.250.5965 to be deposited in a special fund named the Capital Projects Account Fund #325, bringing the total deposits to \$1,435,096.05, which is the amount to be accumulated in the Capital Projects Account and which said amount shall be accumulated over a ten year period from the effective date of this Resolution and shall be established, maintained and monies therein to be invested by the Township Fiscal Officer.
3. Authorize the creation of the following new codes in the accounting system: Fund #325 – Police capital projects fund, Receipt #325.000.490 – transfer in, Expense code #325.250.5960 – capital projects fund, Police cost center, equipment object code. **3-0 yes**

**RESOLUTION 10-095, ATTACHED
POLICE LEVY FUND RESERVE BALANCE ACCOUNT #430**

Walters moved and Burger seconded a motion pursuant to ORC Section #5705.13(A)(1), we hereby amend attached Resolution 06-130 to now read as follows:

1. Establish a Reserve Balance Account to accumulate currently available resources in the Police Levy Fund for the purpose of stabilizing the Police Department Budget against cyclical changes in revenues and expenditures.
2. Authorize the transfer of \$199,262.74, per attached Exhibit A, from Account 209.250.5968 to be deposited in a special fund for Police Department operating purposes named Police Levy Reserve Balance Account Fund #430 and shall be established, maintained and the monies therein to be invested by the Township Fiscal Officer.
3. Authorize the establishment of the following new codes in the accounting system: Fund #430 – Police Reserve Balance Fund, Receipt #430.000.4900 transfers in from Police Fund, and Expense code #430.250.5956 – Police Reserve Balance fund, Police operations cost center, transfer to #209 Police fund object code. **3-0 yes**

**RESOLUTION 10-096, ATTACHED
POLICE LEVY ADDITION RESERVE BALANCE ACCOUNT #431**

Walters moved and Burger seconded a motion pursuant to attached ORC Section 5705.132, we hereby amend attached Resolution No. 09-093, effective December 13, 2010, as follows:

1. Establish a Reserve Balance Account used to accumulate currently available resources in the Police Levy Fund for the cost of future employee's salaries, benefits and other related costs.
2. Authorize the additional transfer of \$98,998.17 from Account(s) 209.250.5968 to be deposited in a special fund for Police Department future employee's salaries, benefits and other related costs named Police Levy Additional Reserve Balance Account Fund #431 which said reserve balance account will continue for five fiscal years, commencing fiscal year 2007 and the maximum total amount of money that may be credited to the account during its existence is \$1,800,000.00 and the maximum amount of money to be credited to the account each fiscal year the account exists is \$800,000.00 and shall be established, maintained and the monies therein to be invested by the Township Fiscal Officer.
3. Authorize the establishment of the following new codes in the accounting system: Fund #431 – Police Reserve Balance Fund; receipt #431.000.4990 transfers in from Police Fund, and expense code #431.250.5951 – Police Reserve Balance Fund, Police operations cost center, transfer to #209 Police Levy object code. **3-0 yes**

Park Department

ATTACHMENT 12/13/10 M

Pizzino moved and Walters seconded a motion to approve the appropriation transfer request from account code 214.510.5299, Discretionary, to account code 214.510.5212, Pension Emp., in the amount of \$1,121.74, and from account code 214.510.5114, Temp. Serv., to account code 214.510.5210, Pension P/U, in the amount of \$958.82. **3-0 yes**

ATTACHMENT 12/13/10 N

Walters moved and Burger seconded a motion to accept a \$500.00 donation to the Park Department from Jackson Fast Pitch Association. **3-0 yes**

Central Maintenance Department

RESOLUTION 10-097, ATTACHED

CENTRAL MAINTENANCE DEPARTMENT MECHANIC

Walters moved and Burger seconded a motion to authorize the employment of Joseph D. Friedrich for the full-time position of Central Maintenance Department Mechanic, effective January 3, 2011 at the negotiated rate for Mechanic as specified in the negotiated agreement between the Board of Trustees of Jackson Township and the Utility Workers Union of America, AFL-CIO, Local 568, contingent upon a negative pre-employment drug screen.

Be it further resolved that Joseph D. Friedrich will serve a one hundred eighty day probationary period during which time he may be terminated without cause by the Board of Trustees. **3-0 yes**

Police Department

ATTACHMENT 12/13/10 O

Walters moved and Burger seconded a motion to adopt the attached Settlement Agreement and Amended Policy for Worker's Compensation Coverage for Police Private Employment Assignments. **3-0 yes**

Fiscal Office

ATTACHMENT 12/13/10 P

Pizzino moved and Burger seconded a motion to pay the bills in the amount of \$1,565,034.90. **3-0 yes**

ATTACHMENT 12/13/10 Q

Pizzino moved and Burger seconded a motion to approve the minutes of the November 22, 2010 Board of Trustees meeting. **3-0 yes**

ATTACHMENT 12/13/10 R

Pizzino moved and Walters seconded a motion to approve the financial reports for November 2010. **3-0 yes**

ATTACHMENT 12/13/10 S

Walters moved and Burger seconded a motion to approve fund transfers in accordance with the reserve account resolutions:

From Fund	Description	To Fund	Description	Amount
101	General	292	General Accum. Benefits Fund	\$ 25,000.00
211	Road Levy	327	Highway Capital	\$700,000.00
209	Police Levy	295	Police Accum. Benefits Fund	\$251,739.09
209	Police Levy	325	Police Capital	\$ 50,000.00
209	Police Levy	430	Police Levy Balance Fund	\$199,262.74
209	Police Levy	431	Police Addtl. Reserve Account	\$ 98,998.17
228	EMS fund	328	Fire Capital	\$175,000.00

3-0 yes

ATTACHMENT 12/13/10 T

Pizzino moved and Burger seconded a motion to send the Request for Additional Amended Certificate to the Stark County Auditor. **3-0 yes**

ATTACHMENT 12/13/10 U

Pizzino moved and Burger seconded a motion to approve the 2010 supplemental Appropriations. **3-0 yes**

Routine Business

Announcements

- Next regular Board of Trustees meeting, January 10, 2011, 4:00 p.m. Executive Session and/or Work Session, 5:00 p.m., General Session, Township Hall.
- CIC, December 20, 2010, 12:00 p.m., Papa Bear's Restaurant, 4990 Dressler Road NW.
- LOGIC meeting, January 6, 2011, 6:00 p.m., Safety Center, First Floor Training Room.
- Board of Zoning Appeals, January 13, 2011, 6:30 p.m., Township Hall.
- Citizens Advisory Committees:
 - Community Celebration, January 11, 2011, 5:30 p.m., Township Hall.
 - Park, February 8, 2011, 6:30 p.m., Township Hall.
 - Highway/Traffic, February 16, 2011, 6:30 p.m., Township Hall.
- Santa's Mailbox, Administration Building Entrance; drop off letters to Santa until December 15.
- Police Department Crime Prevention meeting for Precincts 10, 23 and 28, January 4, 2011, 7:00 p.m., Safety Center.

Old Business – None

New Business

RESOLUTION 10-098, ATTACHED FULL TIME SECRETARY 3

Walters moved and Burger seconded a motion to authorize the hiring of Sara J. Tornero for the full-time position of Secretary 3 in the Police Department, effective January 3, 2011, who will be compensated at the rate established in the Negotiated Agreement between the Jackson Township Board of Trustees and the Fraternal Order of Police, Ohio Labor Council, Inc., Office and Clerical Employees.

Be it further resolved that Sara J. Tornero will serve a one hundred eighty day probationary period during which time she may be terminated without cause by the Board of Trustees. **3-0 yes**

Public Speaks – Open Forum

No one came forward.

Pizzino called a five minute recess. At 7:27 p.m., Pizzino called the meeting back to order and opened the Police Department Budget Hearing.

Walters moved and Burger seconded a motion to approve Budget Module 2011-01 for Operations Section in the amount of \$3,368,366.00. **3-0 yes**

Pizzino moved and Walters seconded a motion to approve Budget Module 2011-02 for Patrol Division in the amount of \$3,480,035.00. **3-0 yes**

Pizzino moved and Walters seconded a motion to approve Budget Module 2011-03 for Detective Bureau in the amount of \$492,573.00. **3-0 yes**

Pizzino moved and Walters seconded a motion to approve Budget Module 2011-04 for Juvenile Services in the amount of \$80,700.00. **3-0 yes**

Pizzino moved and Burger seconded a motion to approve Budget Module 2011-12 for Network Hardware Upgrade in the amount of \$3,125.00. **3-0 yes**

Pizzino moved and Walters seconded a motion to approve Budget Module 2011-05 for Law Enforcement Trust Fund in the amount of \$10,000.00. **3-0 yes**

Pizzino moved and Burger seconded a motion to approve Budget Module 2011-06 for OVI – Enforcement Fund in the amount of \$5,000.00. **3-0 yes**

Pizzino moved and Walters seconded a motion to approve Budget Module 2011-07 for Equitable Sharing fund in the amount of \$50,000.00. **3-0 yes**

Pizzino moved and Burger seconded a motion to approve Budget Module 2011-08 for Continued Professional Training in the amount of \$1,176.71. **3-0 yes**

Pizzino moved and Burger seconded a motion to approve Budget Module 2011-09 for Police Accumulated Benefits Fund in the amount of \$100,000.00. **3-0 yes**

Pizzino moved and Walters seconded a motion to approve Budget Module 2011-10 for Police Capital Projects in the amount of \$170,000.00. **3-0 yes**

Administration Department

ATTACHMENT 12/13/10 V

Pizzino moved and Walters seconded a motion to approve the 2011 Jackson Township Budget and Planning Document. **3-0 yes**

Fiscal Office

ATTACHMENT 12/13/10 W

Pizzino moved and Walters seconded a motion to approve the 2011 Permanent Appropriations in the amount of \$39,812,539.83. **3-0 yes**

Pizzino moved and Walters seconded a motion to adjourn. **3-0 yes**

John Pizzino

Randy Gonzalez