

**RECORD OF PROCEEDINGS**

**MINUTES OF JACKSON TOWNSHIP TRUSTEES MEETING**

**DECEMBER 5, 2005**

Burger called the meeting to order at 2:05 p.m. at the Jackson Township Hall with all Trustees, Clerk, Lyon, Chief Heck and Chief Neftzer present.

Burger moved and Pizzino seconded a motion to go into Executive Session for Personnel – Review Negotiations, Police Personnel (Appointment/Employment/Compensation/Discipline), Contractual Personnel and Independent Consultants (Appointment/Employment/Compensation), and Land Acquisition – To consider the purchase of property for public purposes. **3-0 yes**

Upon return from Executive Session, Burger opened the Work Session at 5:10 p.m.

**Departmental Budget Reviews**

**Clerk’s Office**

Meeks moved and Burger seconded a motion to approve Clerk’s Office Budget Module 06-01 Current Level of Operations General Fund, in the amount of \$973,211.28. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Clerk’s Office Budget Module No. 06-02, Current Level of Operations Sam’s Club T.I.F. Fund, in the amount of \$127,500.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Clerk’s Office Budget Module No. 06-03, Current Level of Operations - Light Assessment Fund, in the amount of \$98,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Clerk’s Office Budget Module No. 06-04, Current Level of Operations - Self-funded Medical Insurance Fund, in the amount of \$2,140,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Clerk’s Office Budget Module No. 06-05, Handclock, in the amount of \$3,000.00. **3-0 yes**

**Administration**

Meeks moved and Pizzino seconded a motion to approve Administration Budget Module No. 06-1, Current Level of Operations, in the amount of \$540,707.00. **3-0 yes**

Pizzino moved and Burger seconded a motion to approve Administration Budget Module No. 06-2, 2006 CIC Budget Request, in the amount of \$64,775.00. **Pizzino yes**  
**Burger yes**  
**Meeks abstained**

Meeks moved and Pizzino seconded a motion to approve Administration Budget Module No. 06-3, Upgrade Computer Servers, in the amount of \$7,749.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Administration Budget Module No. 06-4, Emergency Management Funding, in the amount of \$20,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Administration Budget Module No. 06-5, Xerox Phaser 8550DP Color Printer, in the amount of \$4,155.00. **3-0 yes**

### **Legal Department**

Meeks moved and Pizzino seconded a motion to approve Legal Department Budget Module No.1, Current Services, in the amount of \$240,559.00. **3-0 yes**

### **Central Maintenance**

Meeks moved and Pizzino seconded a motion to approve Central Maintenance Budget Module No. 06-1, Current Service Level, in the amount of \$590,620.00. **3-0 yes**

Pizzino moved and Meeks seconded a motion to approve Central Maintenance Budget Module No. 06-2, Secretary, in theory, in the amount of \$52,600.00, if funds become available. Must come back to Board. **3-0 yes**

### **Zoning Department**

Meeks moved and Pizzino seconded a motion to approve Zoning and Planning Budget Module No. 1, Current Services, in the amount of \$214,491.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Zoning and Planning Budget Module No. 2, Court Reporter, in the amount of \$3,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Zoning and Planning Budget Module No. 3, Zoning and Planning Intern, in the amount of \$1,200.00. **3-0 yes**

Pizzino moved and Burger seconded a motion to approve Zoning and Planning Budget Module No. 4, Capital Equipment – Vehicle/Truck, in theory, in the amount of \$17,000.00, if funds become available. Must come back to Board. **3-0 yes**

### **Parks & Recreation Department**

Meeks moved and Pizzino seconded a motion to approve Parks & Recreation Budget Module No. 06-1, Current Service Level, in the amount of \$701,155.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Parks & Recreation Budget Module No. 06-2, Current Service Level, in the amount of \$108,993.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Parks & Recreation Budget Module No. 06-24, Jackson Community Celebration, in the amount of \$50,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Parks & Recreation Budget Module No. 06-25, Labor Day Celebration, in the amount of \$10,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Parks & Recreation Budget Module No. 06-26, Y.M.C.A. Grant Extension, in the amount of \$10,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Parks & Recreation Budget Module No. 06-27, Haunted Hayride, in the amount of \$2,000.00. **3-0 yes**

Pizzino moved and Meeks seconded a motion to table Parks & Recreation Budget Module Nos. 06-3 through 06-23, in the amount of \$2,348,781.00. **3-0 yes**

### **Fire Department**

Meeks moved and Pizzino seconded a motion to approve Fire Department Budget Module No. 06-01, Fire Suppression, EMS, Training and Fire Prevention, in the amount of \$7,557,747.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Fire Department Budget Module No. 06-02, Dispatch Services, in the amount of \$146,500.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Fire Department Budget Module No. 06-03, Medical Supplies, in the amount of \$38,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Fire Department Budget Module No. 06-04, Ambulance Billing, in the amount of \$40,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Fire Department Budget Module No. 06-05, Electronic Communications, in the amount of \$28,500.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Fire Department Budget Module No. 06-06, Life Pack Equipment/Semi-Annual Service Contract, in the amount of \$7,400.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Fire Department Budget Module No. 06-07, Traffic Light Maintenance Contract, in the amount of \$1,500.00. **3-0 yes**

Meeks moved and Burger seconded a motion to approve Fire Department Budget Module No. 06-08, Computer Licensing, in the amount of \$2,200.00. **3-0 yes**

Meeks moved and Burger seconded a motion to approve Fire Department Budget Module No. 06-09, Vaccinations, in the amount of \$5,000.00. **3-0 yes**

Meeks moved and Burger seconded a motion to approve Fire Department Budget Module No. 06-17, Fire Prevention Educational and Support Packet I, in the amount of \$3,500.00. **3-0 yes**

Pizzino moved and Meeks seconded a motion to table Fire Department Budget Module Nos. 06-10 through 06-16. **3-0 yes**

Pizzino moved and Meeks seconded a motion to table Fire Department Budget Module No. 06-18, Fire Prevention Educational and Support Packet II. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Fire Department Budget Module No. 06-19, HazMat Team Membership with Stark County, in the amount of \$8,424.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to table Fire Department Budget Module No. 06-20, Ambulance Replacement. **3-0 yes**

Meeks moved and Pizzino seconded a motion to table Fire Department Budget Module No. 06-21, Joint Entry Team Medics for Police Department. **3-0 yes**

Meeks moved and Pizzino seconded a motion to table Fire Department Budget Module Nos. 06-22 and 06-23. **3-0 yes**

Meeks moved and Pizzino seconded a motion to table Fire Department Budget Module No. 06-24, PC Based Video Conferencing System. **3-0 yes**

Meeks moved and Pizzino seconded a motion to table Fire Department Budget Module No. 06-25, Fire Prevention Educational and Support Packet V. **3-0 yes**

Meeks moved and Pizzino seconded a motion to table Fire Department Budget Module Nos. 06-26 and 06-27. **3-0 yes**

Meeks moved and Pizzino seconded a motion to table Fire Department Budget Module No. 06-28 and 06-29. **3-0 yes**

### **Highway Department**

Meeks moved and Pizzino seconded a motion to approve Highway Department Budget Module No. 10-06, Engineering, in the amount of \$91,386.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Highway Department Budget Module No. 12-06, LaFayette (SR236) / High Mill Intersection Improvement, in the amount of \$130,000.00. **3-0 yes**

Pizzino moved and Meeks seconded a motion to approve Highway Department Budget Module No. 13-06, Portage West II Widening, in the amount of \$50,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Highway Department Budget Module No. 14-06, Fulton / Wales Intersection Improvement, in the amount of \$676,525.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Highway Department Budget Module No. 15-06, Hills & Dales West Improvement, in the amount of \$32,000.00. **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Highway Department Budget Module No. 16-06, Frank/Applegrove/Strausser Improvement, in the amount of \$530,000.00 **3-0 yes**

Meeks moved and Pizzino seconded a motion to approve Highway Department Budget Module No. 17-06, Portage/Lutz Intersection Improvement, in the amount of \$100,000.00. **3-0 yes**

Meeks moved and Burger seconded a motion to approve Highway Department Budget Module No. 11-06, Current Level (Capital Projects), in the amount of \$1,909,465.00. **3-0 yes**

At 6:25 p.m., Burger called the General Session to order with all department heads present. He requested that all cell phones and pagers be turned off at this time.

The Pledge of Allegiance was recited.

**Public Speaks** – None

### **Zoning Department**

#### **ATTACHMENT 12/5/05 A**

Zoning Certificate Fee Schedule postponed until next meeting.

### **Administration Department**

#### **ATTACHMENT 12/5/05 B**

Burger moved and Meeks seconded a motion to approve Certificates of Appreciation for members of the 2005 Highway/Traffic and Park Advisory Committees. **3-0 yes**

#### **RESOLUTION 05-100, ATTACHED**

Burger moved and Meeks seconded a motion to rescind attached Resolution No. 05-096 and the execution of the HIPAA exemption election document. **3-0 yes**

#### **RESOLUTION 05-101, ATTACHED**

Pizzino moved and Meeks seconded a motion that, pursuant to ORC Section 9.36, we hereby adopt and authorize the placement of the Board's signatures on the attached Consultant Agreement with Robert E. Patris. **3-0 yes**

#### **ATTACHMENT 12/5/05 C**

Burger moved and Meeks seconded a motion to approve the Extension Agreement with the FOP, Ohio Labor Council, Inc. as recommended by legal counsel. **3-0 yes**

## **Fire Department**

### **RESOLUTION 05-102, ATTACHED**

Burger moved and Meeks seconded a motion to adopt and authorize the placement of the Board's signatures upon the attached Automatic Response Fire Protection Agreement with the City of Canal Fulton. **3-0 yes**

### **RESOLUTION 05-103, ATTACHED**

Burger moved and Meeks seconded a motion to adopt the resolution for the National Incident Management System (NIMS) as herein attached. **3-0 yes**

## **Highway Department**

### **RESOLUTION 05-104, ATTACHED**

Burger moved and Meeks seconded a motion to adopt and authorize the placement of a stop sign at:

Emerald Cove Avenue N.W. to stop southbound at Emerald Bluff Circle N.W. **3-0 yes**

### **RESOLUTION 05-015, ATTACHED**

Meeks moved and Pizzino seconded a motion to adopt and authorize the placement of a stop sign at:

Hunters Chase Street N.W. to stop westbound at Mossy Oaks Avenue N.W.

Blue Thistle Circle N.W. to stop northbound at Hunters Chase Street N.W.

Mossy Oakes Avenue N.W. to stop southbound at Broadland Street N.W. **3-0 yes**

### **ATTACHMENT 12/5/05 D**

Burger moved and Meeks seconded a motion to approve the appropriation transfer request from account code 204.310.5387, Discretionary, to account code 204.310.5522, Building Maintenance, in the amount of \$1,200.00. **3-0 yes**

### **ATTACHMENT 12/5/05 E**

Burger moved and Meeks seconded a motion to approve the appropriation transfer request from account code 204.310.5387, Discretionary, to account code 204.310.5396, Vehicle Maintenance, in the amount of \$27,100.00. **3-0 yes**

### **ATTACHMENT 12/5/05 F**

Burger moved and Meeks seconded a motion to approve the appropriation transfer request from account code 204.310.5387, Discretionary, to account code 204.310.5514, Sign Supplies, in the amount of \$2,000.00. **3-0 yes**

### **ATTACHMENT 12/5/05 G**

Pizzino moved and Meeks seconded a motion to approve the lighting request for Lake O'Springs and Island Drive NW, in accordance with the Lighting Policy. **3-0 yes**

**ATTACHMENT 12/5/05 H**

Boger presented the Board with the results from the preliminary study made by M.E. Companies on the Amherst/Beatty Intersection. Estimated total cost without utility relocation would be \$1,430,000 to implement the improvements. He recommended the Board take no action at this time.

**Legal Department**

**RESOLUTION 05-106, ATTACHED**

Burger moved and Pizzino seconded a motion to adopt the Fire Levy Fund Reserve Balance Account Resolution as herein attached. **3-0 yes**

**RESOLUTION 05-107, ATTACHED**

Meeks moved and Pizzino seconded a motion to adopt the Fire Department Retirement Fund Resolution as herein attached. **3-0 yes**

**RESOLUTION 05-108, ATTACHED**

Meeks moved and Pizzino seconded a motion to adopt the Fire Department Capital Projects Fund Resolution as herein attached. **3-0 yes**

**RESOLUTION 05-109, ATTACHED**

Meeks moved and Pizzino seconded a motion to adopt the Highway Department Retirement Fund Resolution as herein attached. **3-0 yes**

**RESOLUTION 05-110, ATTACHED**

Meeks moved and Pizzino seconded a motion to adopt the Highway Department Capital Projects Fund Resolution as herein attached. **3-0 yes**

**RESOLUTION 05-111, ATTACHED**

Meeks moved and Pizzino seconded a motion to adopt the General Fund Capital Projects Fund Resolution as herein attached. **3-0 yes**

**Police Department**

**ATTACHMENT 12/5/05 I**

Meeks moved and Pizzino seconded a motion to approve an unpaid leave of absence for Shelley Bender for the purpose of Family & Medical Leave, not to exceed her remaining FMLA balance. **3-0 yes**

**Clerk's Office**

**ATTACHMENT 12/5/05 J**

Pizzino moved and Burger seconded a motion to pay bills in the amount of \$833,190.80. **3-0 yes**

**ATTACHMENT 12/5/05 K**

Burger moved and Meeks seconded a motion to approve the minutes of the November 14, 2005 Board of Trustees meeting. **3-0 yes**

**ATTACHMENT 12/5/05 L**

Meeks moved and Burger seconded a motion to approve the financial reports for November. **3-0 yes**

**ATTACHMENT 12/5/05 M**

Burger moved and Pizzino seconded a motion to approve the appropriation transfer request from account code 101.150.5220, Hospitalization, to account code 101.150.5432, Computer Related, in the amount of \$2,870.00, from account code 101.150.5220, Hospitalization, to account code 101.150.5458, Professional Services, in the amount of \$3,066.86, and from account code 101.150.5110, Regular Salaries, to account code 101.150.5804, County Auditor/Treasurer Fees, in the amount of \$4,000.00. **3-0 yes**

**ATTACHMENT 12/5/05 N**

Burger moved and Meeks seconded a motion to approve the request for additional amended certificate. **3-0 yes**

**ATTACHMENT 12/5/05 O**

Pizzino moved and Meeks seconded a motion to approve the resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. **3-0 yes**

**ATTACHMENT 12/5/05 P**

Burger moved and Meeks seconded a motion to approve the supplemental appropriations as herein attached. **3-0 yes**

**ATTACHMENT 12/5/05 Q**

Meeks moved and Pizzino seconded a motion to approve fund transfers in accordance with the capital/reserve resolutions at this meeting. **3-0 yes**

**RESOLUTION 05-112, ATTACHED**

Meeks moved and Burger seconded a motion to adopt the attached Petty Cash Fund Procedures and establish and/or rescind the Petty Cash funds as described in Exhibit B which replace any previously established funds. **3-0 yes**

**Routine Business**

**Announcements**

- Next regular Board of Trustees meeting, December 19, 2005, 4:00 p.m. Executive Session and/or Work Session, 6:00 p.m., General Session, Township Hall.

- LOGIC, January 5, 2005, 9:00 a.m., Safety Center, Chiefs' Conference Room.
- CIC, December 12, 2005, 5:30 p.m., Township Hall.
- Board of Zoning Appeals, December 22, 2005, 7:00 p.m., Township Hall.
- Citizens Advisory Committee:
  - Park, December 20, 2005, 6:30 p.m., Township Hall.

**Old Business** – None

**New Business**

Pizzino moved and Meeks seconded a motion not to request a hearing on the transfer of ownership of liquor license to Tow Cab 2005 LLC, 4462 Erie Ave. N.W., RR3, 1<sup>st</sup> Fl. & Bsmt. **3-0 yes**

Burger moved and Meeks seconded a motion to accept a \$200.00 donation to the Park Department from Jackson Fury Soccer Club. **3-0 yes**

Burger moved and Meeks seconded a motion to accept a \$25.00 donation to the Police Department from Anne Gabor. **3-0 yes**

Burger moved and Meeks seconded a motion to accept a \$1,000.00 donation to the Police Department from Wal-Mart Foundation. **3-0 yes**

**Public Speaks – Open Forum**

No one came forward.

Meeks moved and Pizzino seconded a motion to go into Executive Session for Zoning Personnel (Appointment/Compensation) – Interview zoning board members and Police Personnel (Appointment/Employment/Compensation) – Interview part-time patrol officer applicants. **3-0 yes**

Upon returning from Executive Session, Chief Neftzer recommended hiring four part time patrol officers, contingent upon hiring requirements.

**RESOLUTION 05-113, ATTACHED**

Meeks moved and Burger seconded a motion that pursuant to ORC Section 505.49 and 509.01, we hereby appoint Robert T. Duplain as Part Time Patrol Officer and Township Constable for the Jackson Township Police District, Stark County, Ohio, contingent upon successful completion of the psychological and physical evaluation, background check, negative drug screen and any other testing requirements, and upon obtaining OPATA certification. **3-0 yes**

**RESOLUTION 05-114, ATTACHED**

Meeks moved and Burger seconded a motion that pursuant or ORC Section 505.49 and 509.01, we hereby appoint George J. Reuscher as Part Time Patrol Officer and Township Constable for the Jackson Township Police District, Stark County, Ohio, contingent upon successful completion of the psychological and physical evaluation, background check, negative drug screen and any other testing requirements. **3-0 yes**

**RESOLUTION 05-115, ATTACHED**

Meeks moved and Burger seconded a motion that pursuant or ORC Section 505.49 and 509.01, we hereby appoint Daniel J. Reed as Part Time Patrol Officer and Township Constable for the Jackson Township Police District, Stark County, Ohio, contingent upon successful completion of the psychological and physical evaluation, background check, negative drug screen and any other testing requirements. **3-0 yes**

**RESOLUTION 05-116, ATTACHED**

Meeks moved and Burger seconded a motion that pursuant or ORC Section 505.49 and 509.01, we hereby appoint Paul L. Brimlow as Part Time Patrol Officer and Township Constable for the Jackson Township Police District, Stark County, Ohio, contingent upon successful completion of the psychological and physical evaluation, background check, negative drug screen and any other testing requirements. **3-0 yes**

Meeks moved and Burger seconded a motion to adjourn. **3-0 yes**

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**William Burger**

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**Randy Gonzalez**