

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

JANUARY 12, 2016

Walters called the meeting to order at 1:50 p.m. at the Jackson Township Hall with all Trustees, Fiscal Officer, Vaccaro and Hogue present.

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

3-0 yes

Walters moved and Pizzino seconded a motion to go into Executive Session for Fire Department Personnel (Appointment/Employment/Compensation) – Interview leased Ambulance Billing Specialist applicant.

3-0 yes

Walters moved and Hawke seconded a motion to go into Executive Session for Public Works Personnel (Appointment/Employment/Compensation) – Highway Labor Specialists.

3-0 yes

Upon return from Executive Session at 5:10 p.m. Walters called the General Session to order with all department heads present except Boger who was represented by Volpe. He requested that all cell phones be turned off at this time.

The Pledge of Allegiance was recited.

**RESOLUTION 16-001, ATTACHED
SEATING OF TRUSTEE JAMES N. WALTERS**

Hawke moved and Pizzino seconded a motion that we hereby accept the attached Bond, Oath of Office, Certificate of Oath, Certificate of Election, and Fiscal Officer's Notice to Give Bond and Take Oath for Trustee James N. Walters.

3-0 yes

Walters turned the meeting over to Fiscal Officer Gonzalez in order to elect the board officers for the year.

Gonzalez asked for a motion for president of the board.

Walters moved and Pizzino seconded a motion to nominate Trustee Hawke as president of the board.

3-0 yes

Gonzalez asked for a nomination for vice president.

Walters moved and Hawke seconded a motion to nominate Trustee Pizzino as vice president of the board.

3-0 yes

Gonzalez turned the meeting over to Trustee Hawke.

Gonzalez said this is special for him. He said in the picture from when he was sworn in as a Trustee in 1988 his son was holding the Bible. He said today his son is holding the Bible and his son who is the same age as his son in 1988.

Pizzino administered the oath of office. He then called a short break to allow time for pictures.

**RESOLUTION 16-002, ATTACHED
SEATING OF FISCAL OFFICER RANDY GONZALEZ**

Hawke moved and Pizzino seconded a motion pursuant to ORC Section 507.03, we hereby approve the attached Bond and Surety for Randy Gonzalez, Fiscal Officer in the amount of \$250,000, and further accept the attached Oath of Office of and Certificate of Oath for Randy Gonzalez, Certificate of Election and Fiscal Officer’s Notice to Give Bond and Take Oath.

3-0 yes

Gonzalez said it has been a “pleasure serving the citizens of Jackson Township for as long as he has and working with the Board has been a real pleasure.” He said “they have done a great job with trying to keep an eye on the Township, its spending habits and the growth of the Township, looking to the future.”

ATTACHMENT 01/12/16 A

Hawke moved and Pizzino seconded a motion to set the 2016 Board of Trustees’ regular meetings on the second and fourth Tuesdays of each month at the Jackson Township Administration Building, 4:00 p.m., Executive Session and/or Work Session, 5:00 p.m., General Session.

3-0 yes

**RESOLUTION 16-003, ATTACHED
ASSISTANT FISCAL OFFICER BONDS**

Hawke moved and Pizzino seconded a motion pursuant to ORC Sections 507.021(C) and 507.03, that we hereby accept and approve the attached bond and surety for the Assistant Fiscal Officers in the amount of \$250,000 for each Assistant and authorize the placement of our signatures thereon.

3-0 yes

ATTACHMENT 01/12/16 B

Hawke moved and Walters moved to approve the attached 2016 Committee Representative list.

3-0 yes

CIC – Community Improvement Corporation	Todd Hawke	Alt. Randy Gonzalez
CLOUT – Coalition of Large Ohio Urban Twps	John Pizzino	Alt. Randy Gonzalez
Department Head Meetings	All Trustees (rotation)	
Labor Management Meetings:		
Highway/Park/Maintenance	Any Trustee	
Office & Clerical	Any Trustee	
Police (Patrol, Sgts, Lts.)	Any Trustee	
Fire (Firefighters, Fire Inspectors)	Any Trustee	
Healthcare Cost Containment Committee:		
Trustee	John Pizzino	Alt. Todd Hawke

Fiscal
Recycling Station Board Member:
LOGIC – Local Governments in Cooperation

Randy Gonzalez Alt. Mary Reno
Todd Hawke
John Pizzino, Trustee
Tracy Hogue, Fire Chief
Mark Brink, Police Chief

SCOG – Stark County Council of Govts.

Randy Gonzalez Alt. John Pizzino
2nd Alt. Mike Vaccaro

Tax Incentive Review Council (TIRC):

Members

Todd Hawke

Randy Gonzalez

Alternates

Alt. Mike Vaccaro

Jackson Township Tax Abatement

Todd Hawke

Randy Gonzalez

Review Committee Members

Mike Vaccaro

Haunted Hayride Committee

All Trustees

Citizens Advisory Committees:

Community Celebration

All Trustees

Highway/Traffic

Any Trustees

Park

Any Trustees

Hawke called the General Session to order.

Public Speaks – None

At 5:20 p.m., Hawke opened the public meeting on OPERS retiree, Danny Sturia, being re-employed part-time as a Police Officer and Constable.

Vaccaro said they would move forward with a resolution to hire at the next meeting if there is no information from this meeting that would indicate otherwise.

Hawke moved and Pizzino seconded a motion to authorize that as attached.

3-0 yes

Administration Department

RESOLUTION 16-004, ATTACHED

INTERNET AUCTION OF TOWNSHIP PROPERTY

Hawke moved and Walters seconded a motion whereas, Ohio Revised Code Section 505.10(D) requires the Jackson Township Board of Trustees to adopt a resolution during each calendar year expressing its intent to dispose of surplus, unneeded, obsolete, or unfit personal property through the use of an internet auction;

Be it resolved that the Jackson Township Board of Trustees hereby expresses its intent to dispose of surplus, unneeded, obsolete, or unfit personal property by internet-based auction during the calendar year of 2016; and

Be it further resolved that the personal property disposed of through the internet-based auction may include, as specified in ORC 505.10(D), motor vehicles acquired for the use of township

officers and department, road machinery, car parts, equipment, tools and office equipment or supplies which are not needed, obsolete, or unfit for the public use for which it was acquired; and

Be it further resolved that all property is offered for sale “as is, where is” with Jackson Township making no warranty, guarantee, or representation of any kind expressed or implied, as to the condition of said items; and that any computers sold via internet-based auction shall have their hard drive either wiped utilizing US Department of Defense standards or the hard drive will be removed; and the Buyer will receive notification by email from the Jackson Township auction and be required to made payment in full via US currency, certified cashier’s check, money order or company check (with bank letter guaranteeing funds) within (5) business days from the time and date of said notification; and the Buyer will be responsible for removal of said items from the Jackson Township facility within ten (10) days of receipt of said notification; and

Be it further resolved that the number of days of bidding for each auction, in accordance with ORC 505.10(D), will be at least fifteen (15) days, including Saturdays and Sundays, and holidays, and

Be it further resolved that the Township Administrator may enter into and sign a Memorandum of Understanding with an internet-based auction company in order to effectuate the disposal of surplus, unneeded, obsolete, or unfit personal property. Further, the Township Administrator, or his designee shall manage the 2016 internet auction program; and

Be it further resolved that the Fiscal Officer shall publish in a newspaper of general circulation, notice of its intent to sell surplus, unneeded, obsolete, and unfit-for-use township personal property by internet-based auction to be published once; and

Be it further resolved that a similar notice shall be posted continuously throughout the calendar year in a conspicuous place in the offices of the Jackson Township Board of Trustees and in addition shall be posted continuously on the Township website (www.jacksontwp.com); with a link to GovDeals (www.govdeals.com), 5907 Carmichael Place, Montgomery, Alabama 36117, phone 708-714-2600, fax 334-387-0519; and

Be it further resolved that when property is to be sold by internet-based auction, the Jackson Township Board of Trustees or its representatives reserve the right, at a later date, to establish a minimum price that will be accepted for specific items and may establish any other terms and conditions for the particular sale, including but not limited to requirements for pick-up or delivery, method of payment, and payment of sales tax in accordance with applicable laws; and

Be it further resolved that such information shall be provided on the internet at the time of the auction and may be provided before that time upon request after the terms and conditions have been determined by the Board or its representatives;

Be it further resolved that the Board of Jackson Township Trustees hereby authorizes the disposition of surplus, unneeded, obsolete, or unfit township personal property via internet-based auction in calendar year 2016.

3-0 yes

ATTACHMENT 01/12/16 C

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 with Mutual Health Services, a division of Medical Mutual Services, LLC, effective January 1, 2016. **3-0 yes**

**RESOLUTION 16-005, ATTACHED
JOINT PURCHASING PROGRAM**

Hawke moved and Walters seconded a motion whereas, ORC Section 9.48 authorizes a Board of Township Trustees to participate in a joint purchasing program operated by or through a national association of political subdivisions.

Be it resolved that pursuant to ORC 9.48, we authorize the Township Administrator, as the Board of Trustees' designee, to join in the name of The Board of Trustees of Jackson Township, Stark County, Ohio, the National Joint Powers Alliance. **3-0 yes**

ATTACHMENT 01/12/16 D

Hawke moved and Walters seconded a motion to approve the renewal from OTARMA for the Township's liability and property coverage for 2016. **3-0 yes**

ATTACHMENT 01/12/16 E

Hawke moved and Pizzino seconded a motion to approve the appropriation transfer request from account code 101.110.5378, Discretionary/Contingency, to account code 101.110.5464, Liability Insurance/Admin, in the amount of \$5,026.50, from account code 204.310.5387, Discretionary, to account code 204.310.5464, Liability Insurance/Highway, in the amount of \$1,865.75, from account code 204.310.5387, Discretionary/Contingency, to account code 204.310.5460, Fleet Insurance/Highway, in the amount of \$4,612.63, and from account code 213.160.5387, Discretionary/Contingency, to account code 213.160.5464, Liability Insurance/Zoning, in the amount of \$1,653.75. **3-0 yes**

Fire Department

**RESOLUTION 16-006, ATTACHED
VOLUNTEER FIRE FIGHTERS DEPENDENTS FUND BOARD**

Hawke moved and Pizzino seconded a motion pursuant to ORC Section 146.03, we hereby elect Ted R. Heck and Lee Antonacci to be members of the Volunteer Fire Fighters Dependents Fund Board. **3-0 yes**

ATTACHMENT 01/12/16 F

Hawke moved and Walters seconded a motion to authorize Carla J. Holcomb as a leased Ambulance Billing Specialist, through a temporary service, at the rate of \$12.50 per hour, effective January 13, 2016, in accordance with the recommendation from Chief Tracy Hogue. **3-0 yes**

Police Department

ATTACHMENT 01/12/16 G

Hawke moved and Pizzino seconded a motion to approve the Negotiated Agreement between the Jackson Township Board of Trustees and Fraternal Order of Police, Ohio Labor Council Inc. (Lieutenants), effective January 15, 2016 to January 14, 2019, and to authorize the Board of Trustees to sign said negotiated agreement. **3-0 yes**

Public Works Department

Highway Department

**RESOLUTION 16-007, ATTACHED
PUBLIC WORKS DEPARTMENT MATERIALS BID**

Hawke moved and Walters seconded a motion that we hereby authorize the attached Advertisement for Bids for Public Works Department Materials. **3-0 yes**

**RESOLUTION 16-008, ATTACHED
LABOR SPECIALIST, PUBLIC WORKS DEPARTMENT, HIGHWAY DIVISION**

Hawke moved and Pizzino seconded a motion that we hereby authorize an adjustment in the Step rate for Brian Brady, a full-time Highway Labor Specialist, Public Works Department, Highway Division, to the Step 2 rate (\$19.7370 per hour) effective January 9, 2016, as set forth in the negotiated agreement between the Board of Trustees of Jackson Township and the Utility Workers Union of America, AFL-CIO, Local 568. **3-0 yes**

**RESOLUTION 16-009, ATTACHED
LABOR SEPCIALIST, PUBLIC WORKS DEPARTMENT, HIGHWAY DIVISION**

Hawke moved and Pizzino seconded a motion that we hereby authorize an adjustment in the Step rate for Anthony Davide, a full-time Highway Labor Specialist, Public Works Department, Highway Division, to the Step 3 rate (\$20.6346 per hour) effective January 9, 2016, as set forth in the negotiated agreement between the Board of Trustees of Jackson Township and the Utility Workers Union of America, AFL-CIO, Local 568. **3-0 yes**

**RESOLUTION 16-010, ATTACHED
LABOR SPECIALIST, PUBLIC WORKS DEPARTMENT, HIGHWAY DIVISION**

Hawke moved and Pizzino seconded a motion that we hereby authorize an adjustment in the Step rate for Shawn Porter, a full-time Highway Labor Specialist, Public Works Department, Highway Division, to the Step 5 rate (\$22.3788 per hour) effective January 9, 2016, as set forth in the negotiated agreement between the Board of Trustees of Jackson Township and the Utility Workers Union of America, AFL-CIO, Local 568. **3-0 yes**

**RESOLUTION 16-011, ATTACHED
PUBLIC WORKS DEPARTMENT PURCHASE OF HYDRAULIC EXCAVATOR**

Hawke moved and Pizzino seconded a motion pursuant to ORC Section 9.48, we hereby and authorize the placement of the Board President's signature upon the attached Contract with Southeastern Equipment Company, Inc. for the Purchase of one (1) Gradall Discovery Series

D152 Crossover Hydraulic Excavator as described in the Contract in the amount of \$230,217.14, which the prices are listed in the NJPA Joint Purchasing Program, less the trade in of a Gradall G3WD Excavator for \$10,000.00 for a net price of \$220,217.04. **3-0 yes**

RESOLUTION 16-012, ATTACHED

PUBLIC WORKS DEPARTMENT PURCHASE OF STREET SWEEPER

Hawke moved and Walters seconded a motion pursuant to ORC Section 125.04, we hereby adopt and authorize the placement of the Board President's signature upon the attached Contract with Southeastern Equipment Company, Inc. for the Purchase of one (1) 2015 Schwarze A7 Tornado Regenerative Air Sweeper as described in the Contract in the amount of \$211,943.04, which the prices are listed in the State Purchasing Contract, less the trade in of a 2007 Whirlwind Street Sweeper for \$34,500.00 for a net price of \$177,443.04. **3-0 yes**

Park Division

Hawke moved and Walters seconded a motion to accept the following sponsorship donations to the 2016 Community Celebration:

1. \$100.00 from Fedorko Chiropractic Health Center
2. \$2,500.00 from MCTV **3-0 yes**

Hawke moved and Pizzino seconded a motion to accept the donation of a Sugar Thyme Crab Apple Tree in memory of Ron and Sue Beers donated by Dale Bellis. **3-0 yes**

ATTACHMENT 01/12/16 H

Hawke moved and Pizzino seconded a motion to accept the donation of \$700.00 from the E. A. Mahoney Family Foundation. **3-0 yes**

ATTACHMENT 01/12/16 I

Hawke moved and Walters seconded a motion to adopt and authorize the placement of the Board President's signature upon the attached Contract with Tone Wolf Productions, LLC. **3-0 yes**

Zoning & Planning Department

ATTACHMENT 01/12/16 J

Poindexter updated the Board on the nuisance abatement at 2980 Brunnerdale NW. She said they have been working with the property owner, going out every two weeks to check on the property. She pointed out in the photos that there has been significant progress. She said the property owner has taken care of the problem and it doesn't appear that the Township will have to take any action. She said they will continue to monitor to the property.

Fiscal Office

ATTACHMENT 01/12/16 K

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$844,775.70. **3-0 yes**

ATTACHMENT 01/12/16 L

Hawke moved and Walters seconded a motion to approve the minutes of the December 22, 2015 Board of Trustees’ meeting. **3-0 yes**

ATTACHMENT 01/12/16 M

Hawke moved and Walters seconded a motion to approve the December 2015 Financial Reports. **3-0 yes**

ATTACHMENT 01/12/16 N

Hawke moved and Walters seconded a motion to approve the appropriation transfer request for year-end balancing.

From	Description	To	Description	Amount	Dept
101.110.5760	Building Repairs	101.110.5764	Land/Bldgs	1,558.00	Admin
101.140.5220	Hospitalization	101.140.5110	Reg Salaries	8,771.91	Legal
101.150.5220	Hospitalization	101.150.5110	Reg Salaries	7,638.69	Fiscal
204.310.5112	Part Time Wages	204.310.5114	Temp Service	2,560.48	Hwy
209.250.5220	Hospitalization	209.250.5968	Trf to #430/433	546,835.34	Police
209.255.5210	Pension P/U	209.250.5968	Trf to #430/433	120,440.61	Police
209.255.5112	Part Time Wages	209.255.5120	Over Time Wages	6,639.35	Police
209.258.5120	Over Time Wages	209.258.5110	Reg Salaries	8,045.53	Police
209.265.5112	Part Time Wages	209.265.5110	Reg Salaries	4,280.73	Police
210.211.5484	Gas (Utility)	210.211.5485	Electric	1,192.06	Fire
214.510.5299	Discretionary PS	214.510.5966	Trf to #316	24,977.01	Park
214.510.5387	Discretionary	214.510.5966	Trf to #316	11,750.70	Park
214.510.5420	Park Maintenance	214.510.5966	Trf to #316	48,858.29	Park
228.210.5506	Medical Supplies	228.210.5482	Cellular Phones	2,523.12	Fire

3-0 yes

ATTACHMENT 01/12/16 O

Hawke moved and Walters seconded a motion to send the request for advance of property taxes collected to the Stark County Auditor. **3-0 yes**

**RESOLUTION 16-013, ATTACHED
TOWNSHIP ADMINISTRATOR BASE COMPENSATION**

Hawke moved and Walters seconded a motion that, effective January 1, 2016, Resolution 12-014 shall be suspended from application for calendar year 2016.

Be it further resolved that, effective January 1, 2017, Resolution 12-014 shall be applicable for calendar year 2017, and thereafter. **3-0 yes**

Routine Business

Announcements

- Next regular Board of Trustees’ meeting, January 26, 2016, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Township Hall.

- CIC Meeting, January 21, 2016, 8:00 a.m., Township Hall.
- LOGIC, February 4, 2016, 9:00 a.m., Safety Center, Chiefs' Conference Room.
- Citizens Advisory Committees:
 - Community Celebration, February 10, 2016, 5:30 p.m., Township Hall.
 - Park, February 10, 2016, 6:30 p.m., Township Hall.
 - Highway/Traffic, May 18, 2016, 6:30 p.m., Township Hall.
- Friends of the Park, February 10, 2016, 7:00 p.m., Township Hall.
- Jackson Recycling Board, January 13, 2016, 11:00 a.m., Buehler's Community Room.
- Zoning Meetings:
 - Board of Zoning Appeals, January 14, 2016, 5:30 p.m., Township Hall.
 - Zoning Commission, January 21, 2016, 5:00 p.m., Township Hall.
- Snow Emergency/Snow Parking Ban. No parking on Township streets when snow is expected to accumulate two or more inches.

Vaccaro asked if anyone was present for the public hearing on the part-time re-employment of the Police Officer and Constable. No one was present.

Old Business – None

New Business – None

Public Speaks – Open Forum

No one came forward.

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

Upon return from Executive Session at 6:25 p.m., Hawke called the meeting back to order.

**RESOLUTION 16-014, ATTACHED
BATTALION CHIEF APPOINTMENT**

Hawke moved and Walters seconded a motion that, pursuant to ORC Section 505.38, we hereby appoint Scott A. Morton as Full Time Battalion Chief for the Jackson Township Fire Department, Stark County, Ohio, effective January 17, 2016 at 0800 hours, with compensation of \$75,394.01 per year and the benefits of a Class B employee as described in the Benefit Package for Management Personnel, except Scott A. Morton shall pay 2% of the employee's contribution to OPFPF, and will serve a one year probationary period. **3-0 yes**

Walters moved and Hawke seconded a motion to post the position of Deputy Chief. **3-0 yes**

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

Todd Hawke

Randy Gonzalez