

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

NOVEMBER 22, 2016

Hawke called the meeting to order at 4:02 p.m. at the Jackson Township Hall with all Trustees, Fiscal Officer, Vaccaro, Hogue, Boger, Ruwadi and Poindexter present.

Departmental Budget Reviews

Fire Department

Hawke moved and Walters seconded a motion to approve Budget Module No. 210-17-01 for Fire Suppression, EMS, Training and Fire Prevention in the amount of \$10,201,025.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 210-17-02 for Traffic Lights Maintenance Contract in the amount of \$2,500.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 210-17-03 for HazMat Team Membership with Stark County in the amount of \$15,000.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 210-17-04 for Fire Hose Replacement in the amount of \$12,000.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 210-17-05 for Vehicle Mounted Knox Box System in the amount of \$8,000.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 210-17-06 for Computer Replacement in the amount of \$6,000.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 228-17-07 for EMS Operations in the amount of \$1,217,197.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 228-17-08 for Computer Licensing in the amount of \$9,000.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 228-17-09 for Life Pack Equipment / Semi-Annual Service Contract in the amount of \$10,000.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 228-17-10 for EMS Cot Service Contract in the amount of \$8,000.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 210-17-11 for Self Contained Breathing Apparatus (SCBA) Cylinder Replacement in the amount of \$104,000.00. **3-0 yes**

Hawke moved and Walters seconded a motion to approve Budget Module No. 210-17-12 for Fire Reserve Capital (Apparatus Mounted Light Tower) in the amount of \$18,000.00. **3-0 yes**

Zoning & Planning Department

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 1 for Zoning Operations in the amount of \$268,315.00. **3-0 yes**

Park Department

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-1 for Current Service Level – Operations in the amount of \$1,173,168.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-2 for Current Service Level – Programs in the amount of \$69,600.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-3 for the Purchase of a 15' Rotary wing mower in the amount of \$100,000.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-4 for Accumulated Benefits in the amount of \$50,000.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-5 for Chain Link Fence Extension North Park in the amount of \$2,500.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-6 for New Deck for Boardwalk in the amount of \$25,000.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-7 to Seal Parking Lots in the amount of \$16,500.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-8 for Park Levy Balancing Reserve Balance Fund in the amount of \$150,000.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-9 for Capital Project in the amount of \$100,000.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to approve Budget Module No. 17-10 for Community Celebration in the amount of \$50,000.00. **3-0 yes**

Hawke moved and Walters seconded a motion to go into Executive Session for Management Personnel (Appointment/Employment/Compensation) – Amendments to Benefits Package. **3-0 yes**

Hawke moved and Walters seconded a motion to go into Executive Session for Police Department (Appointment/Employment/Compensation) – Potential or pending employee discipline. **3-0 yes**

Upon return from Executive Session at 5:08 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.

Public Speaks – None

Police Department

RESOLUTION 16-147, ATTACHED

APPOINTMENT OF POLICE DEPARTMENT PART-TIME POLICE OFFICER

Hawke moved and Walters seconded a motion whereas, Resolution No. 16-131 is incorporated herein, and Ryan C. Mack has successfully completed the background check, negative drug screen, and other testing requirements.

Be it resolved that, pursuant to ORC Section 505.49 and 509.01, Ryan C. Mack is hereby employed and appointed as a Part-time Patrol Officer and Township Constable for the Jackson Township Police District, Stark County, Ohio, effective November 26, 2016 at 0001 hours, at the Part-time Patrol Officer rate of \$17.0000 per hour and we hereby accept the attached Oath of Office. **3-0 yes**

Hawke administered the Oath of Office. He then called a brief recess to allow time for pictures.

Administration Department

ATTACHMENT 11/22/16 A

Hawke moved and Pizzino seconded a motion to approve Certificates of Appreciation for the 2016 Citizens Advisory Committees (Highway/Traffic and Park) and to authorize the Trustees' and Fiscal Officer's signatures thereon. **3-0 yes**

ATTACHMENT 11/22/16 B

There was no action taken on the Management Package.

ATTACHMENT 11/22/16 C

Walters moved and Hawke seconded a motion to amend the Board of Trustees' regular meeting schedule during December of 2016 as follows: The December 27, 2016 will be canceled and rescheduled for December 22, 2016 at 4:00 p.m. **3-0 yes**

Fire Department

ATTACHMENT 11/22/16 D

Hawke moved and Pizzino seconded a motion to accept the attached resignation from part-time Firefighter/Paramedic, Robert D. McEntire, effective November 22, 2016. **3-0 yes**

RESOLUTION 16-148, ATTACHED

FIRE DEPARTMENT CAPTAIN ELIGIBILITY LIST

Hawke moved and Walters seconded a motion pursuant to the attached Memorandum of Understanding (Paragraph E) entered into between the Jackson Township Board of Trustees and the Jackson Township Professional Firefighters, Local 2280, IAFF, on August 25, 2015, ORC Section 505.38, and the Township Personnel Hiring Policy, we hereby establish the attached eligibility list for appointment to the position of Fire Department Captain, effective January 9, 2017, at 0800 hours, the official posting date. The eligibility list shall be active for two years from its official posting date as issued by the Jackson Township Board of Trustees pursuant to Paragraph H. **3-0 yes**

RESOLUTION 16-149, ATTACHED

EXTENSION OF FIRE DEPARTMENT CAPTAIN ELIGIBILITY LIST

Hawke moved and Walters seconded a motion whereas, Resolution No. 14-092 is incorporated herein, and established an eligibility list for Fire Department Captains effective November 24, 2014, the official posting date.

Be it resolved that, pursuant to Step 6 of the attached Fire Department Captain Promotion Procedures, ORC Section 505.38 and the Township Hiring Policy, and in conjunction with the agreement of the Jackson Professional Firefighters, Local 2280, we hereby extend the attached eligibility list for appointment to the position of Fire Department Captain, established November 24, 2014 to January 9, 2017, at 0800 hours. **3-0 yes**

ATTACHMENT 11/22/16 E

Hawke moved and Walters seconded a motion to approve the appropriation transfer request from account code 210.210.5220, Hospitalization Ins., to account code 210.210.5458, Contractual Services, in the amount of \$11,000.00. **3-0 yes**

ATTACHMENT 11/22/16 F

Hawke moved and Walters seconded a motion to approve Then & Now Purchase Order RG16579 to Millcreek Communications, LLC in the amount of \$10,051.20. **3-0 yes**

RESOLUTION 16-150, ATTACHED

FIRE DEPARTMENT CUSTOM RESCUE ENGINE

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 Purchase Agreement with Sutphen Corporation for the purchase of a 2017 Sutphen Custom Rescue Engine as described in the Contract for a total amount of \$516,211.99 which the prices are listed in the State Purchasing Contract. **3-0 yes**

Public Work Department

Park Division

ATTACHMENT 11/22/16 G

Hawke moved and Pizzino seconded a motion to approve the appropriation transfer request from account code 214.510.5387, Discretionary, to account code 214.510.5420, Park Maintenance, in the amount of \$6,152.00. **3-0 yes**

Hawke moved and Pizzino seconded a motion to accept a sponsorship donation to the 2017 Community Celebration of \$250.00 from Wenger Companies. **3-0 yes**

Central Maintenance

ATTACHMENT 11/22/16 H

Hawke moved and Walters seconded a motion to approve the appropriation transfer request from account code 101.115.5220, Hospitalization, to account code 101.115.5414, in the amount of \$5,300.00. **3-0 yes**

Fiscal Office

ATTACHMENT 11/22/16 I

Hawke moved and Walters seconded a motion to pay the bills in the amount of \$662,413.11. **3-0 yes**

ATTACHMENT 11/22/16 J

Hawke moved and Pizzino seconded a motion to approve the minutes of the November 9, 2016 Board of Trustees meeting. **3-0 yes**

Routine Business

Announcements

- Next regular Board of Trustees' meeting, December 13, 2016, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Township Hall.
- CIC, December 15, 2016, 12:00 p.m., Papa Bears Italian Restaurant.
- LOGIC, December 8, 2016, 9:00 a.m. Safety Center Chiefs' Conference Room.
- Citizens Advisory Committees:
 - Community Celebration, January 11, 2017, 6:00 p.m., Township Hall.

- Highway/Traffic, May 17, 2017, 6:30 p.m., Township Hall.
- Jackson Recycling Board, November 30, 2016, 11:00 a.m., Buehler's Community Room.
- Zoning Meetings:
 - Board of Zoning Appeals – December 8, 2016, 5:30 p.m., Township Hall.
 - Zoning Commission – None scheduled.
- Santa's Mailbox, December 1 – 15, 2016, located at front entrance of Township Administrative Building.
- Holiday in the Park, Saturday, December 10, 2016, 5:00 – 7:00 p.m., Jackson North Park.

Old Business – None

New Business – None

Public Speaks – Open Forum

Someone asked about the Fire and Police Departments being financially viable to do this meeting on a fixed model or are they able to hire more people per year or once every five years or ten years.

Gonzalez said it is five years right now, so the Chief says in the next four years is when they want something to happen. He said he and the Chief put a number to it to see how much it will cost and then they make a four year projected budget. He said then they go to the voters and say this is what you will get for those four years and it includes additional people or new equipment.

Someone asked what would happen to the old fire truck?

Hogue said he would make a decision and present it to the Board on whether to keep it, trade it in or to sell it outright. He said there is a 1988 that is in reserve. He said it looks like we may sell the 1988 and keep Rescue 1 as a reserve.

Someone asked what a transfer was.

Walters explained that when money is allocated to specific categories. He said if the department head wants to take money from one category and put it into a different category after the budget has been approved, they have to get Trustee approval to make the change.

Gonzalez explained that it is a check and balance and allows the Trustees a chance to question the reason for the transfer.

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

Upon return from Executive Session, Hawke moved and Walters seconded a motion to adjourn. **3-0 yes**

Todd Hawke

Randy Gonzalez