

JACKSON TOWNSHIP TRUSTEES

Held April 21, 2020

6:00 pm

Financial Reports- March 2020

Twp Insurance

Mtg Room chair replacement.

Covid-19 National Emergency

Addendum to Personnel Manual for Covid-19

Hiring of Firefighter Jace Melek

Present – Trustee Jakubec, Trustee Hemphill, Trustee Frost, Fiscal Officer Patton, Police Chief Taillon, Battalion Fire Chief McDougal, and 8 guests.

RESOLUTION #20-026: Mr. Frost moved and Mr. Hemphill seconded the motion to approve the minutes of the March 10, 2020 Regular Teleconference/Video Trustee Meeting. Roll call vote was unanimous.

RESOLUTION #20-027: Mr. Frost moved and Mr. Jakubec seconded the motion to approve the April 10, 2020 Emergency teleconference Trustee Meeting. Roll call vote was unanimous.

Vouchers and warrants #28852 thru #28884 and Vouchers #-2020-90 thru 2020-164 were approved for payment.

CORRESPONDENCE:

- Mr. Frost advised he received an email forwarded from Pat Ginnetti that he received from Justin Chesnic, ODOT, about the traffic study that they were doing at I-76 and Bailey Road. They are suspending the study until the summer of 2021 until the traffic will be up to peak operation.
- Received an email from BWC stating that Governor Mike Dewine announced the expansion of Ohio’s partnership with Battelle to extend their sterilization services to law enforcement agencies and EMS providers. Battelle is providing this service for free.
- The Ohio State Highway Patrol developed a statewide collection and distribution system to make this process as simple as possible for local first responders.
- Mr. Hemphill talked about all the emails and information that we are receiving on a daily basis about COVID-19 and we are staying on top of everything.

OLD BUSINESS:

- Proposals for upgrading of exterior lights on the Township Administration building and parking lot, to LED lighting. They were went to Dickey Electric, Stanton Electric, Tri-Area and Boot Electric.

NEW BUSINESS:

RESOLUTION #20-028: Mr. Jakubec moved and Mr. Hemphill seconded the motion approving the following: Cash Summary by Fund, Appropriation Payment Register, Appropriation Register, Revenue Status, Fund Status, Bank Reconciliation and Credit Card Attestations for March 2020. Roll call vote was unanimous.

RESOLUTION #20-029: Mr. Hemphill moved and Mr. Frost seconded the motion approving Then and Now Purchase Order payment for PO#28806-Lanton’s Superior Auto Body-2013 Ford Explorer Deer Repair-\$4712.80; PO#28876-Hall Public Safety Upfitters-Equipment for Tahoe-\$11204.12. Roll call vote was unanimous.

RESOLUTION #20-030: Mr. Frost moved and Mr. Jakubec seconded the motion for All Encompassing Insurance with OTARMA- PO#28884 \$40244.00. This year’s credit amount for group is \$2462.12. Last year’s payment was \$35,800.00. Roll call vote was unanimous.

RESOLUTION #20-031: Mr. Frost moved and Mr. Hemphill seconded the motion to purchase replacement 60 fabric banquet stack chairs comparable to what we have now. 40 chairs \$1229.00=\$30.725/ea., 20 chairs-\$658.00=\$32.90/ea; 72” round commercial grade folding table, white-\$259.98/ea.; 6’ long fold in half commercial grade table-\$49.96. Roll call vote was unanimous.

- Permissive License Tax Public Hearings were cancelled due to Covid-19 Quarantine.
- Discussion about the hall rental through May 2020. We still have 4 dates still booked at end of month. The trustees will be in compliance with whatever the Governor decides.

RESOLUTION #20-032: Mr. Jakubec moved and Mr. Frost seconded the motion for the following:

WHEREAS, due to the COVID-19 outbreak, the President of the United States has issued a declaration of national emergency; and WHEREAS, the Director of the Department of Health of the State of Ohio has issued directives ordering the closing of certain private business establishments which serve the public in order to limit in-person interactions between people, including a Stay at Home Order, whereby all residents of the state of Ohio are ordered to stay at home unless they need to leave their residence for certain defined purposes; and

WHEREAS, the Board of the Jackson Township Trustees, in order to follow these directives of the Governor and the Director of the Ohio Department of Health, and to likewise allow for the continuity of Township operations during this national emergency, desires to take further action to protect the public from the effects of the further spread of the virus;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to the Ohio Revised Code and other relevant state and federal laws and regulations, the Board of Jackson Township hereby authorizes the taking of all actions permitted under law which are necessary and prudent to allow for the continuity of Township operations during this time of national emergency, to protect the public from further spread of the COVID19 virus, and to comply with additional directives as issued by the state and federal governments;

BE IT FURTHER RESOLVED, that the Board hereby approves provisions dealing with Time and Attendance and Health Benefits in the COVID19 Workplace, Work and Leave During the COVID-19 Emergency, and COVID-19 Emergency Paid Time Off;

BE IT FURTHER RESOLVED, that non-mandatory travel for all departments is hereby suspended until further notice and

BE IT FURTHER RESOLVED, that the provisions of this Resolution shall be effective retroactive to March 20, 2020. Roll call vote was unanimous.

RESOLUTION #20-033:Mr. Hemphill moved and Mr. Frost seconded the motion for Addendum to the Jackson Township Personnel Manual –New Item: Families First Coronavirus Response Act. The Covid-19 EPTO policy is enacted based on information available to Jackson Township as of the current date. The coronavirus pandemic is a fluid situation subject to change hourly and daily. Thus, this policy is subject to change at any time. Roll call vote was unanimous.

- Mr. Jakubec advised that no flags for the veterans graves in the cemetery. The company has shut down. He will check on the Memorial Day Parade and Ceremony at the Cemetery.

FIRE:

CALL TOTALS - March 10, 2020 – April 17, 2020 (1256 hours).

- Fire Calls: 1, Medical Calls: 19, Mutual Aid: 1, Service/Assist Call: 3, MVA: 6 Alarm Drops/ Poss. Fire: 8 (This includes any open burns/smoke invest. /Controlled burns)
- Extrication: 0, HazMat /Gas Leak/CO: 1 – TOTAL-39 (Call # 056-092)

Fuel - 61- 0 gal, 66- 28 gal, 69 - 0 gal, 67- 0 gal, 65- 0 gal

- Created Google Classroom assignments to use in place of weekly face to face training
- Battalion Fire Chief McDougal advised that they are spraying the fire station every 7 days.
- The fire department will purchase 27 safety vests, glasses and flash lights with the \$500 MORE Safety Grant money.
- Asking to accept Jace Melek’s request for employment and swear him in publicly when Township offices are open.

RESOLUTION #20-034: Mr. Jakubec moved and Mr. Hemphill seconded the motion for the hiring of Jace Melek as a probationary firefighter based on recommendation from Chief Graham. Mr. Melek is to serve a 12 month probationary period. He has completed and passed the background investigation, physical exam, essential function analysis and drug testing. The trustees have decided to make an exception due to the need for first responders and because of the Covid-19 restrictions they will swear in Jace Melek when first public trustee meeting will be allowed. Roll call vote was unanimous.

ROAD/CEMETERY/PARK:

- Vehicle/Sign Inspections are done for March 2020.
- We received an invoice from ODOT for 33 tons of road salt @\$72.23/ton – \$2383.59 for the 2019/2020 season.
- Mr. Hupko has completed a restoration project on the cemetery maps. He has re-marked all the lines and names. All the cremations have been labeled. Also the cards have bed cross referenced back to the graves on the map with corrections noted.
- He has cleaned all the carpet areas in the Adm/Hall Building.
- The trustees complimented Mr. Hupko on what a good job he has been doing for the township.

POLICE:

- 163-Total calls, 106-Calls for Service, 14-Observed Calls, 41-Assist other agencies and 2-Domestic Violence call
- 139-Traffic Stops, Resulting in 107-Warnings, 46-Citations, 5-Traffic Crashes, 9-DUS and 0-OVI Arrest, 411-Residential Security Checks, 0-Senior citizen welfare checks
- 2-Arrests, 1-Felony & 1-Misdemeanant by our Detective and Patrol Division’s
- Reserve Officers worked a total of 148 hours - Officers traveled 9160 miles patrolling the township. An average of 88 miles per shift.

RECORD OF PROCEEDINGS

Minutes of

Regular Meeting

JACKSON TOWNSHIP TRUSTEES

Held April 21, 2020 Page 2 of 2 Pages 6:00pm

- POLICE:**
- Officers Tyler Vasko & Steven Jones completed the 40-hour Crisis Intervention Team training sponsored by Mahoning County Mental Health & Recovery Board.
 - On March 5, 2020 after our 5 hour in-person review Jackson PD was recognized by the Ohio Collaboration & received Final re-certifications for Group 1-RC1, Group 2 & Group 3. Which is for a three-year certification period.
 - We received notification that we are eligible and are applying for the year 2021 Selective Traffic Enforcement Program (STEP), Impaired Driving Enforcement Program (IDEP), and Drugged Driving Enforcement Program (DDEP), grants. Last year’s grant award amounted to \$36,793.84
 - On April 13, 2020, Germ Control Solutions disinfected and applied a Germ Barrier Application at the Police Department and interiors of the police vehicles.
 - We purchased and are using a Non-Contact Digital infrared forehead thermometer gun for adult body temperature. FDA approved for \$53.61
 - Donation of an ear thermometer, \$100.00, from ML International, Cortland, Ohio
 - Donation of (100) surgical face masks, 50 for Police, 50 for Fire, by TTM Technologies, North Jackson
 - Donation of (10) N95 Masks by Debbie Gray of North Jackson
 - Donation of (7) N95 Masks by Marsha Scott of Niles
 - We applied and received an Axon Grant in partnership with the National Police Foundation for PPE items like medical masks, hand sanitizer and latex gloves. Unknown items or quantities. Supplies will be shipped soon.
 - We applied for a grant through the Ohio Association of Chiefs of Police for PPE items like N95 & medical masks, hand sanitizer, disinfectant wipes, and gloves. Unknown items or quantities.
- ZONING:**
- Zoning permits (3) – 2 - Residential garages, 1 - Industrial parking lot expansion
 - Fees for Zoning Permits--\$1,092.86
 - Appeals/Zone Change Fees—\$475 – Appeal variance Purfoods
 - Total all Fees \$1,567.86 -Year-to-Date Total Collected: \$2,177.86
 - First Energy Service Facility (Bailey Ct E) - Spring 2020
 - Purfoods 50,000 SqFt addition (Mahoning/S. Bailey) Spring 2020
 - Zoning Commission – Did not meet April
 - Zoning Appeals Board – Did not meet March 26 and will have on-line meeting April 23
 - Total 21 Complaints, 11 New Complaints, 6 Closed cases, 15 Open cases
- PUBLIC COMMENT:**
- Mr. Gary Hemphill asked about trash dumping on Blott Road at the gas well drive. Chief Taillon advised that the police department has already taken a report on 4/18/2020.

There being no further business to come before the Board, the meeting adjourned at 6:46pm.

John Jakubec, Trustee Chair

Alan Hemphill, Trustee Co-Chair

Thomas Frost, Trustee

Judy A. Patton, Fiscal Officer

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