

RECORD OF PROCEEDINGS

1155

Minutes of

REGULAR Meeting

JACKSON TOWNSHIP TRUSTEES

Held May 14, 2024

6:00pm

Cemetery Drive Paving Project Award

Financials for April 2024

2024 Group BWC Payment

MCTA Assoc Membership

HP Laptop for Fiscal Officer
BNY Bond Payment
ARPA Funding
Final FF Project

VFIS Firefighters Payment

Then & Now POs

Fire Assoc Leadership Conference

Garage Bay Door Repair

Present – Trustee Jakubec, Trustee Frost, Trustee Hemphill Fiscal Officer Patton, Police Chief Rozzi, Fire Chief Mortimer, Road/Cemetery Scott Hupko, Zoning Inspector D’Avignon and 10 guests.

Vouchers and warrants #31005 thru #31061 and Vouchers #150-2024 thru 200-2024 were approved for payment.

RESOLUTION #24-050: Mr. Jakubec moved and Mr. Hemphill seconded the motion to approve the minutes of the April 9, 2024 Regular Trustee Meeting. Roll Call Vote Mr. Jakubec – Yes; Mr. Frost – Abstained; Mr. Hemphill – Yes.

- Mr. Trent Cailor, Cailor Fleming Insurance explained the township’s property and casualty insurance coverage.

CORRESPONDENCE:

- Email received for generator repair contact. Cummins Sales & Service quoted \$1,716.54 for a quote term of 3 years, expires 4/30/29. Mr. Davignon will get quotes from other generator repair sources.
- Mr. Frost received an email about the speed limit on Gladstone Road. He followed up with the County Engineer’s Office and the speed limit on the portion of Gladstone Road that was in the email is 55mph and they advised that there is really no chance of reducing the speed limit below 55mph.

OLD BUSINESS:

- MCTA Business Meeting, May 16, 2024 at 7pm Canfield Township Hall.

RESOLUTION #24-051: Mr. Jakubec moved and Mr. Frost seconded the motion to vote on Resolution #24-051

Whereas the Jackson Township Trustees met in Regular Session May 14, 2024 at 6:00pm and per the recommendation of ms consultants to award the Cemetery Drive Paving Project to the apparent low bidder, All Ways Construction LLC, Stow Ohio with a base bid of \$45,666.00. Whereas ms consultants upon review of the submittal, the required items appear to be complete and satisfy the requirements detailed in the instructions to Bidders. Other Bids Received: Phillips Paving - \$46,522.00, R.T. Vernal Paving & Excavating - \$47,055.00, Cardinal Asphalt Co. - \$47,220.00 and Geauga Highway Co. - \$54,900.00. Roll Call Vote was Unanimous.

- Leonard Parkway – Bids opened Monday, April 29, 11am - Engineers Est \$254,168 – Kirila Contractors - \$195,619.66, Karvo Comp. \$173,521.44, Phillips Paving - \$198,400.40 and Shelly & Sands - \$180,818.60
- Low bid Karvo Company (Stow, OH) \$173,521.44 - Upon review of the bids Karvo’s Asphalt Surface course costs were on average \$30.00 less per ton than the next 2 lowest bidders. Mr. Davignon sent an email on May 5th to Karvo pointing to the specification for a super pave asphalt mix and asked them to confirm or amend the bid item within five days. Karvo did not respond. Will be checking with the county engineer’s office for advice on how to handle issue. Next lowest bidder is Shelly & Sands. There is a question on the asphalt mixture they will be furnishing. Mr. Davignon will send a registered letter to them asking them to verify what mixture they quoted on.
- Mr. Hemphill was questioning the striping paint for Leonard Parkway that was in the bid packet. He would like a better quality paint that would last longer than the one that was quoted.

NEW BUSINESS:

RESOLUTION #24-052: Mr. Frost moved and Mr. Jakubec 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 April 2024. Roll Call Vote was Unanimous.

RESOLUTION #24-053: Mr. Jakubec moved and Mr. Frost seconded the motion approving our Annual BWC Group Payment with Sedgewick \$1,460.00 paid 4/22/24. Roll Call Vote was Unanimous.

- Future TIF Project discussion. Need a list of projects. TIF Project - Blott Road Paving and Tree Trimming. Sales Tax Project – Gault Road Paving. We need to get an Engineer’s Estimate for both.

RESOLUTION #24-054: Mr. Hemphill moved and Mr. Frost second the motion approving Department Heads registrations for MCTA Associate Membership – Seminar Registration of \$250.00 to be reimbursed by MCTA. Roll Call Vote was Unanimous.

RESOLUTION #24-055: Mr. Hemphill moved and Mr. Jakubec seconded the motion approving the purchase of a new HP Pavilion Laptop Q11.85 LG from Sam’s Club for Fiscal Officer - \$698.91. Setup by Adam DaSantis. Roll Call Vote was Unanimous.

RESOLUTION #24-056: Mr. Hemphill moved and Mr. Jakubec seconded the motion approving wire payment to BNYMellon - Jackson Supplement for 2017A Bonds - \$7,493.56. Roll Call Vote was Unanimous.

RESOLUTION #24-057: Mr. Frost moved and Mr. Jakubec seconded the motion approving Lewis Construction Payment for \$13,291.96. This is for the balance of the fire station flooring and main door repair. \$12,750.00 balance in 2273 ARPA Fund for Revenue Loss Resolution #22-076. The balance will be out of Fire Fund 2111. Roll Call Vote was Unanimous.

RESOLUTION #24-058: Mr. Hemphill moved and Mr. Jakubec seconded the motion approving VFIS of Ohio (Ohio Public Risk Ins. Agency) payment for fire fighters’ renewal of Insurance - \$989.00. We need a new roster and Beneficiary Designation forms filled out. Roll Call Vote was Unanimous.

RESOLUTION #24-059: Mr. Jakubec moved and Mr. Frost seconded the motion approving the Then and Now Purchase Orders – Klaben Crown Ford- Warrant #31044-\$3,194.01. Roll Call Vote was Unanimous.

FIRE:

- Fire Calls: 3, Rescues & Emergency Medical Service: 32, Hazardous Conditions (no fire): 3, Service Call: 3, Good Intent Calls: 0, False Alarm and False Calls: 5- Total calls: 46; Aid Given: 7, Aid Received: 10
- Bluejay Fire Camp schedule will be adjusted.
- Please join us at the North Jackson Memorial Day Parade, Monday, May 27 at 9:00 AM.
- Amber Anstine completed EMT and passed her national registry.
- Station painting and stucco repair to be completed by the end of the month.
- Station boilers are being worked on by Lewis Construction/Gault as the external temperature sensor failed. Should be replaced soon waiting for word from the insurance company on coverage.

RESOLUTION #24-060: Mr. Frost moved and Mr. Jakubec seconded the motion approving Chief Mortimer, Battalion Chief Melick and Battalion Chief Brenda McDougal to attend Fire Association Leadership Conference in Columbus, Ohio. The cost is \$3500.00. Roll Call Vote was Unanimous.

ROAD:

- Vehicle/Sign Inspections are done for April 2024.
- CEMETERY REPORT April 2024 - Burials – 2 ; Foundations – 2; Graves – 1 ;

RESOLUTION #24-061: Mr. Jakubec moved and Mr. Frost seconded the motion approving new Road Department Garage Bay Door payment from D&R Garage Doors - \$3390.00. Roll Call Vote was Unanimous.

POLICE:

- 139-Total calls, 91 Calls for Service, 5-Observed Calls, 43-Assist other agencies, 109-Traffic Stops, Resulting in 97-Warnings, 12-Citations, 1-Traffic Crash, 435-Residential Security Checks, 6-Arrests, 6 Misdemeanant Arrests by our Detective and Patrol Division.
- Reserve Officers worked a total of 8 hours.- Officers traveled 7,939 miles patrolling the township. An average of 77 miles per shift.
- Sgt. David Shively will be attending CSAM Investigations Training on Monday May 20th 2024 from 9:00am to 4:00pm, at the Task Force Building in Boardman Ohio. (Training is for investigations for cyber-tipline reports dealing with child pornography or child abuse materials.) He will be using Cruiser #107. Cost of the Training FREE
- Sgt. David Shively will be attending 2-day Active Threat Response Training Tuesday May 28th 2024 and Wednesday May 29th 2024. Training will be held at Mercy Health Police Department Training Facility. He will be using Cruiser #107. Cost of Training will be reimbursed by State of Ohio Grant. Approx. \$650.00.
- Repairs to Unit 104 - 2015 Ford Explorer @ Klaben Ford of Warren Needs Steering Gears, Tie Rod Replacement with alignment, New Brakes and Rotors Total Price \$3194.01
- Results for the PD Auction on Gov deals closed on April 22nd 2024 and generated a total of \$8600.00. 40 Foot Vintage Gooseneck Trailer (Salvage Title).
- Safety Day Saturday, August 10, 2024 @12:00pm - 4:00pm Jackson-Milton Elementary School – Free Event

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Minutes of

Regular Meeting

JACKSON TOWNSHIP TRUSTEES

Held May 14, 2024 Page 2 of 2 Pages

6:00pm

ZONING:

Zoning permits - (8) 4 residential, 2 commercial, Temp Use, Ag Exempt,

- Appeals/Zone Change Fees— \$0 - Total all Fees \$535.00 - Year-to-Date Total Collected: \$3,734.00
- Year-to-Date Permits Issued: 18 - Year-to-Date Total Valuation of New Investment: \$1.9 million
- Approved Projects - Recycling Center- DeBartolo Dr.-no permit yet, Rebuild Home - 3722 Rosemont, Industrial building – Mahoning Ave
- Public Meetings: Zoning Commission – Met May 8 review proposed cannabis regulation.
- Zoning Appeals Board – Did not meet April will meet May 23.

Samantha Metts
Secretary for
Zoning

RESOLUTION #24-062: Mr. Frost moved and Mr. Jakubec seconded the motion approving for Samantha Metts to be appointed secretary to Zoning Commission and Appeal Board to record and prepare meeting minutes and be paid a minimum of 2 hours at her current rate per meeting. Roll Call Vote was Unanimous.

Commerce Park
Sign to Ellet Sign

- Special Projects: Youngstown Commerce Park Sign - I have 3 quotes from 2 sign companies for rebranding sign “Jackson Township Business Center” - DB Signs (did our Canfield Fair display) provided quotes for 2 options – 1. - \$8,310.54 - quote for aluminum sign with raised aluminum letters. 2. - \$2,702.27 – quote an aluminum sign with painted letters
- Ellet Sign Co (did our digital sign) - \$4,478.00 — quote aluminum sign with raised PVC letters

RESOLUTION #24-063: Mr. Frost moved and Mr. Jakubec seconded the motion to proceed with the Ellet Sign bid in the amount of \$4,478.00 for Youngstown Commerce Park Sign. Roll Call Vote was Unanimous.

PUBLIC COMMENT:

- Ms. Jean Sudimak asked the trustees about the recent Vindicator article that talked about Jackson and Milton Township merging Police Departments. The trustees advised that they have never been approached about merging and have no plans of doing so. She also asked about a distribution center for Cannabis. Mr. Hemphill advised that there will nothing really decided for a few months yet and the township may hold a public meeting before they decide on this issue. Zoning Inspector Davignon advised the Zoning Commission for the last 3 months has been discussing conditions for facilities for an amendment to the Zoning Resolution.

Enter into
Executive Session
for Fire Dept
Personnel

RESOLUTION #24-064: Mr. Hemphill moved and Mr. Frost seconded the motion to enter into Executive Session per ORC 121.22(G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, policies or compensation of a public employee for Personnel of the Fire Department for potential part time staffing. Chief Mortimer will be included in the session. Roll Call Vote: - Mr. Jakubec – Yes; Mr. Frost – Yes; Mr. Hemphill – Yes.

Re-Convence after
Exec Sessioin

RESOLUTION #24-065: Mr. Frost moved and Mr. Jakubec seconded the motion to re-convence after Executive Session. Roll Call Vote: - Mr. Jakubec - Yes; Mr. Frost – Yes; Mr. Hemphill – Yes.

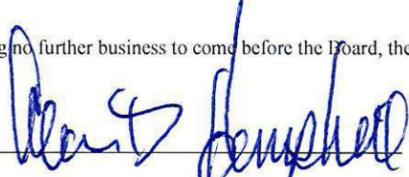
Part Time Staffing
for Fire Dept.

RESOLUTION #24-066: Mr. Frost moved and Mr. Jakubec seconded the motion to start Part Time Staffing as of June 1, 2024. The startup will be for 2 weekdays, 2 Firefighters at 8 hours a day. The pay rates are as follows: Firefighter - \$17.00/hour, Firefighter/BLS - \$18.00/hour, Firefighter/ALS - \$20.00/hour, Officer - \$21.00/hour, Chiefs - \$22.00/hour. Probationary firefighters will be paid the rate equivalent to their rank as if they were off probation. A probationary firefighter with Fire 1 only will receive \$17.00 per hour. A probationary with Fire 1 and EMT-B will receive \$18.00 per hour. Roll Call Vote was Unanimous.

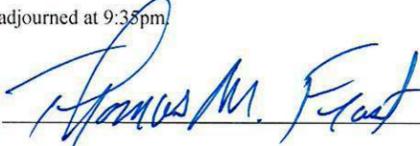
Hiring Michael
Hebebrand
Firefighter

RESOLUTION #24-067: Mr. Frost moved and Mr. Jakubec seconded the motion hiring Michael Hebebrand as a probationary firefighter based on recommendation from Chief Mortimer. Mr. Hebebrand is to serve a 12-month probationary period. He has completed and passed the background investigation, physical exam, essential function analysis and drug testing. He will be sworn in by the Fiscal Officer at another time. Roll Call Vote was unanimous.

There being no further business to come before the Board, the meeting adjourned at 9:35pm.



Alan Hemphill, Trustee Chair



Thomas Frost, Trustee Co-Chair



John Jakubec, Trustee



Judy A. Patton, Fiscal Officer