

# RECORD OF PROCEEDINGS

1158

Minutes of

REGULAR Meeting

## JACKSON TOWNSHIP TRUSTEES

Held July 9, 2024

6:00pm

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 4 guests.

Vouchers and warrants #31088 thru #31132 and Vouchers #263-2024 thru #323-2024 were approved for payment.

**RESOLUTION #24-80:** Mr. Jakubec moved and Mr. Frost seconded the motion to approve the Minutes of the June 18, 2024 Regular Trustee Meeting. Roll Call Vote was unanimous.

### CORRESPONDENCE:

- Received email from Auditor of State, Keith Faber About Bulletin 2024-005. This Bulletin provides details about the requirements to report fraud, theft in office, or misuse or misappropriation of public money pursuant to Ohio Revised Code (ORC) §4113.52 as amended by Ohio Senate Bill 91 of the 135th General Assembly. In addition, ORC §117.103 was amended by Ohio House Bill 33 of the 135th General Assembly requiring the Auditor of State to develop training material detailing Ohio's fraud-reporting system and the means of reporting fraud, waste, and abuse and required to be viewed by every employee and elected official of a political subdivision, state agency, and member of the general assembly. Current employees and elected officials are required to complete the training within 90 days of the date listed in the bulletin unless good cause exists for completion at a later date. Additionally, each new employee or elected official must confirm receipt of the material within 30 days after taking office or beginning employment. The training will be required every four years for all employees and elected officials. Email will be sent to department heads with the link, <https://ohioauditor.gov/trainings/fraud.html>, the Employee Acknowledgement Forms, and Frequently Asked Questions regarding these requirements is available on the Auditor of State's website. This training is required by July 28, 2024.

### OLD BUSINESS:

- Implementation of Ohio Township Association Risk Management Assessment. 1.Reissued – Document Public Access Building Inspections that are accessible to the Public. Inspections should be documented (form that was attached) at least annually or semi-annually. Mr. Hupko will do the inspections and document. 2.Participate in Ongoing/Refresher Training for the Road Dept. (example, refresher driver's training, driving in hazardous conditions, snow plowing or road safety). Training video's/DVD's available through OTARMA Resource Library at no cost to members. All training must be documented. 3.Conduct Annual Emergency Disaster Training – Fire Department with Emergency Disaster Program Annually - Fire Chief Mortimer and Police Chief Rozzi advised no such training is offered. 4.Document Park and Playground Inspections weekly during active months and monthly during inactive months. Form provided. The township has no playgrounds now only ball and soccer fields and Pavilion at Liberty Park and Gazebo at Jackson Park. Mr. Hupko will do the inspections and document.

### NEW BUSINESS:

**RESOLUTION #24-81:** Mr. Frost 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 June 2024. Roll Call Vote was Unanimous.

**RESOLUTION #24-82:** Mr. Frost moved and Mr. Jakubec seconded the motion approving All Star to proceed with their quote for the following: 1. -4 Welcome Signs -Removal of 14 shrubs and flowers, remove Black Edging (2 signs), Weed & Spray, 1 Yard #57 River Rock/Labor \$700.00. 2. – Township Building – Corrective Prune Gazebo, Township Building in the fall. Weed & Spray Gazebo in the Fall, Edge & Lay #3 River Rock around 3 Maples, South End of Building, 4 yds of #3 River Rock & Labor to Top Coat North End of Building – Add 4 Large Stones North End - \$1,872.00. 3. – Sign Township Building – Eliminate Bed beside sign, Grade Dirt, seed & straw. Add bed around sign, #3 River Rock, Edge, 2 Arborvitae, 4 Anna's Magic Balls, 2 Pygmy Barberry. - \$900.00. The trustees also added that they would like All Star to put us on a yearly schedule for landscaping. Roll Call Vote was Unanimous.

**RESOLUTION #24-83:** Mr. Frost moved and Mr. Jakubec seconded the motion approving the discussion concerning how a police officer can choose to have Court Time as either four hours of AT (for what is done now) or paid Hourly Wages of 4 hours. Roll Call Vote was Unanimous.

- Mr. Jakubec addressed the speed limit that varies on Blott Road and is not posted as such. There is a sign for 45mph, but when driving towards Palmyra there is no sign posted for 55mph. Mr. Frost will check with the County Engineer about posting signs.
- Mr. Jakubec would like to thank Mr. Gary Staffrey, Meridian Motors, for his time, energy, and equipment to help the township at the Veterans Memorial. Mr. Staffrey came with his bucket truck to install a new rope on the flag pole. The trustees certainly appreciated all his help.

### FIRE:

- Fire Calls: 5, Rescues & Emergency Medical Service: 35 Hazardous Conditions (no fire): 1, Service Call: 1, Good Intent Calls: 16 False Alarm and False Calls: 4, Total calls: 63, Aid Given: 14 Aid - Received: 15
- Bluejay Fire Camp schedule will be August 3 and 4 from 2:00 PM to 4:00 PM. We currently have 4 campers registered. We are still accepting registrations.
- Engine 66 is back and fully in service after having the work done by Atlantic for the foam and DEF systems.
- The first month of staffing is in the books. 113 hours worked. That was 2 people 7 days for 8-hour shifts. Covering a total of 12 calls for service.
- Ambulance remount is still underway with a mid-August delivery expected though no hard date has been provided.
- SCBA pack cylinders are still on back order. The packs are completed, but we are waiting for the cylinders in order to put them into use. An option for some loaner packs is being explored to get us back to our full complement of packs. Hoping to have the pads by the end of September.
- Tanker 69 has a leak somewhere around the pump and tank likely related to the PTO. It'll need to be taken to Fallsway to get looked at, no estimate currently available until they get into it to see what the issue is.

**RESOLUTION #24-84:** Mr. Hemphill moved and Mr. Frost seconded the motion approving the resolution for hiring Trevor Zwick as a probationary firefighter based on recommendation from Chief Mortimer. Mr. Zwick 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 has Fire and 2 plus EMT certifications. He will be sworn in by the Fiscal Officer at a later date when he is available. Roll Call Vote was Unanimous.

### ROAD:

- Vehicle/Sign Inspections are done for June 2024
- CEMETERY REPORT - June 2024 : Burials – 2 ; Foundations – 1 ; Graves – 0 ; Repair – 0

### POLICE:

- 179-Total calls, 110 Calls for Service, 14-Observed Calls, 55-Assist other agencies - 101-Traffic Stops, Resulting in 77-Warnings, 24-Citations, 4-Traffic Crashes - 393-Residential Security Checks
- 4-Arrests, 4 Misdemeanor by our Detective and Patrol Division's
- Reserve Officers worked a total of 8 hours. Officers traveled 9,100 miles patrolling the township. An average of 93 miles per shift.
- Results for the PD Auction on Gov deals closed on June 29th 2024 and generated a total of \$1,200 for one vehicle. 2009 Volkswagen EOS \$1,200
- On June 13th 2024 we had an on-site review from the Ohio Collaborative which lasted about 7 hours. On June 27th 2024, we received final certification in the following policies: Vehicle Pursuit - LE Response to Mass Protests/Demonstrations, Agency Wellness – Positive Youth Interactions, Crisis Intervention, Property and Evidence - Use of Force, Recruitment and Hiring, Bias Free Policing, Investigation of Employee Misconduct
- Jackson Township Police Department is the only department in Mahoning County that has Officers qualified to enroll an individual in the Safe at Home Program. This program discretely redacts a victim's address, mail, and voter info from public record to protect the identity of the victim from a suspect.
- On July 9, 2024 evidence was burned per court order. Thank you to Fire Dept. for being present while burning.
- Reminder for Safety Day, Saturday August 20, 2023 JOIN US THIS YEAR FOR SAFETY DAY SATURDAY, AUGUST 10, 2024 at Jackson-Milton Elementary School, 14110 Mahoning Avenue North Jackson, OH 44451 @12:00pm - 4:00pm

Financials for June 2024

All Star for Landscaping

Court Time Payment

Hiring of Vol FF Trevor Zwick

# RECORD OF PROCEEDINGS

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Regular Meeting

## JACKSON TOWNSHIP TRUSTEES

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6:00pm

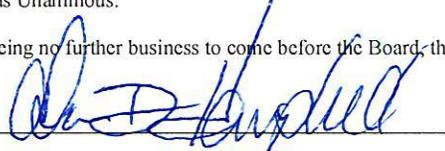
### ZONING:

- Zoning permits - (4) 2 Fence, 1 Pool, 1 Accessory Structure, Appeals/Zone Change Fees- \$0, Total all Fees \$140.00
- Year-to-Date Total Collected: \$7,579.00; Year-to-Date Permits Issued: 28, Year-to-Date Total Valuation of New Investment: \$2.6 million
- Approved Projects - Recycling Center- Debartolo Dr., Rebuild Home - 3722 Rosemont, Industrial building – Mahoning Ave
- Pending Project - Diesel pump expansion – Sheetz – 3 more pumps
- Public Meetings: Zoning Commission – Will Meet July 10 - Public Hearing on Cannabis Uses. Zoning Appeals Board – Met June 27 working/update session.
- Will be sending “Public Nuisance Notices” to the following properties:

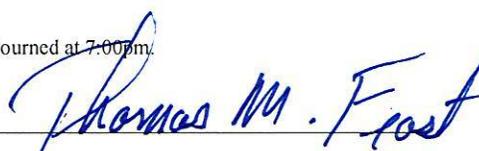
Address	Owner
11429 Mahoning Ave	J.O. Lane Enterprises Ltd
12926 Mahoning Ave	Leonard Enterprises Ltd
13391 Mahoning Ave	USA Meridian International Inc.
164 N. Salem Warren Rd	Thomas Shepard
2080 N. Salem Warren Rd	Virginia Sechler Trustee
355 N Duck Creek Rd	Richard Hedrick
- **Special Projects:**
- Cemetery Road update – Paving completed July 1st – Will work with ms consultants regarding project close-out- compliance on base coat and compliance reissue needs answer from MS.
- Leonard Parkway update – Karvo signed contract and sent to County for review on July 1st, waiting for their review. Yet to schedule a pre-con meeting or start date.
- Youngstown Commerce Park Sign – Ellet Sign given notice of award will start fabrication.

**RESOLUTION #24-85:** Mr. Frost moved and Mr. Jakubec seconded the motion approving the 2025 Cemetery Grant authorizing application for up to \$2,500 match will be in-kind. Project will be for (resetting tombstones/culvert replacement) – application due July 31. Roll Call Vote was Unanimous.

There being no further business to come before the Board, the meeting adjourned at 7:00pm.



Alan Hemphill, Trustee Chair



Thomas Frost, Trustee Co-Chair



John Jakubec, Trustee



Judy A. Patton, Fiscal Officer

2025 Cemetery  
Grant Application