

JACKSON TOWNSHIP BOARD OF TRUSTEES

MEETING AGENDA

February 11, 2025

1. 3:00 P.M. Work Session:
 - A. Park:
 1. Bill Gamble – Jackson Baseball Association-Home Run Fences
 2. Proposed Amendments to Park Rules and Regulations
 - B. Administration
 1. Roundabout and Entry Signage
2. 4:00 P.M. Executive Session:
 - A. Fire Department (Personnel Appointment/Employment/Compensation) – Interview Candidates for Battalion Chief
 - B. Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment – MOU Request
 - C. Administration Department (Personnel Appointment/Employment/Compensation) – CIC Appointment – Governmental Member
3. 5:00 P.M. Call General Session to order
(Turn off cell phones)
4. Pledge of Allegiance
5. Public Speaks:
 - A. (Restricted to topics listed on the Agenda)
6. Administration Department
 - A. Appropriation Transfer Requests
 - B. Community Improvement Corporation – Governmental Member Appointments:
 1. Stephen Meeks

**JACKSON TOWNSHIP BOARD OF TRUSTEES
MEETING AGENDA
February 11, 2025**

Page 2

2. *Michael B. Vaccaro*
- C. *Employee Handbook Revision*
- D. *Main Floor Office Renovation*
- E. *OTARMA Renewal*
7. *Police Department*
 - A. *Vehicle Equipment Purchase*
8. *Public Works Department*
 - A. *Appropriation Transfer Request*
 - B. *Highway Division*
 1. *5:00 P.M.- Materials Bid Openings*
 2. *Controller Cabinet and Installation*
 - C. *Park Division*
 1. *Accept sponsorship donations to the 2025 Community Celebration:*
 - a. *\$1,000.00 from ReMax Edge Realty*
 - b. *\$250.00 from Staley Technologies Inc.*
 2. *Pickleball Courts Lighting Project*
9. *Fire Department*
 - A. *Station 5 – Roof Replacement Project*
 - B. *Extrication Telescopic RAM E-tool Purchase*
10. *Fiscal Office*
 - A. *Pay Bills*
 - B. *Approve minutes for the January 28, 2025 Board of Trustees' meeting*

JACKSON TOWNSHIP BOARD OF TRUSTEES
MEETING AGENDA
February 11, 2025

Page 3

- C. *Monthly Reports*
 - D. *Set public hearing on February 25, 2025, at 5:00 p.m. – for the Frank Farms Lighting Petition*
11. *Routine Business*
- A. *Announcements:*
 - *Next Regular **Board of Trustees'** meeting, February 25, 2025, 4:00 P.M., Executive Session and/or Work Session: 5:00 P.M., General Session, Jackson Township Hall*
 - ***CIC Meeting** – February 20, 2025, 2:00 P.M., Jackson Township Hall*
 - ***LOGIC Meeting** – March 6, 2025, 9:00 A.M., Safety Center*
 - ***Zoning Meetings:** - Jackson Township Hall:
 - ***Zoning Commission** – None Scheduled*
 - ***Board of Zoning Appeals** – None Scheduled**
12. *Old Business*
13. *New Business*
14. *Public Speaks – Open Forum*
15. *Adjourn*

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

FEBRUARY 11, 2025

Hawke called the meeting to order at 3:03 p.m. at the Jackson Township Hall with Trustees Todd Hawke, Justin Hardesty, and John Pizzino present. Fiscal Officer Gonzalez, Administrator/Law Director Vaccaro, Fire Chief Berczik, Police Chief Brink, and Public Works Director Rohn were also in attendance.

The first order of business was a work session to discuss home run fences with the Jackson Baseball Association and Bill Gamble. The group also discussed the proposed amendments to the Park Rules and Regulations and entry signage at borders and roundabouts.

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

**Hawke – yes
Hardesty - yes
Pizzino – yes**

Hawke moved and Hardesty seconded a motion to go into Executive Session for preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment – MOU Request

**Hawke – yes
Hardesty - yes
Pizzino – yes**

Hawke moved and Hardesty seconded a motion to go into Executive Session for Administration Department Personnel (Appointment / Employment / Compensation) – CIC Appointment – Governmental Member.

**Hawke – yes
Hardesty - yes
Pizzino – yes**

Hawke called the General Session to order at 5:13 p.m. He requested that all cell phones be silenced at this time.

The Pledge of Allegiance was recited.

Public Speaks – None

Administration Department

ATTACHMENT 02/11/24A

Hawke moved and Hardesty seconded a motion to approve the following appropriation transfer request for a total transfer of \$24,225.41.

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
101.110.5387	Discretionary	101.110.5462	Building Insurance-Admin	\$ 2,168.50
209.250.5385	Other Expenses	209.250.5462	Building Insurance-Police	\$ 3,012.50
213.160.5387	Discretionary	213.160.5464	Liability Insurance-Zoning	\$ 188.67
209.250.5385	Other Expenses	209.250.5464	Liability Insurance-Police	\$ 4,809.61
210.210.5385	Other Expenses	210.210.5460	Fleet Insurance-Fire	\$12,663.43
209.250.5385	Other Expenses	209.250.5460	Fleet Insurance-Police	\$ 1,365.21
213.160.5387	Discretionary	213.160.5460	Fleet Insurance-Zoning	\$ 17.49
			TOTAL	<u>\$24,225.41</u>

3-0 yes

ATTACHMENT 02/11/24B

Hawke moved and Pizzino seconded a motion to approve the following appropriation transfer request for a total transfer of \$5,900.00.

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
101.110.5387	Discretionary	101.110.5660	Trucks Admin	<u>\$ 5,900.00</u>
			TOTAL	<u>\$ 5,900.00</u>

3-0 yes

RESOLUTION 25-031

APPOINTMENTS TO CIC

Hawke moved and Hardesty seconded a motion we hereby reappoint Steven Meeks to serve as a governmental member of the Community Improvement Corporation (CIC) for a two-year term from 2/1/25 to 2/1/27.

3-0 yes

RESOLUTION 25-032

APPOINTMENTS TO CIC

Hawke moved and Pizzino seconded a motion we hereby reappoint Michael B. Vaccaro to serve as a governmental member of the Community Improvement Corporation (CIC) for a two-year term from 2/1/25 to 2/1/27.

3-0 yes

ATTACHMENT 02/11/24C

Hawke moved and Hardesty seconded a motion to approve the proposed Employee Handbook revision effective February 12, 2025.

3-0 yes

RESOLUTION 25-033

ADMINISTRATION BUILDING – MAIN FLOOR OFFICE RENOVATION

Hawke moved and Hardesty seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached quote from Environments 4 Business for the purchase of the attached described main floor office renovation furniture in the amount of \$25,957.52, as the price listed in the State Purchasing Contract for the same equipment

3-0 yes

ATTACHMENT 02/11/24D

Hawke moved and Pizzino seconded a motion to approve and authorize the placement of the Chairman’s signature upon the Anniversary Information Acknowledgement from OTARMA for the Township’s liability and property coverage for 2025.

3-0 yes

Police Department

RESOLUTION 25-034

POLICE VEHICLE EQUIPMENT PURCHASE

Hawke moved and Hardesty seconded a motion that we hereby adopt and authorize the purchase of the attached listed equipment with installation for two (2) vehicles in the amount of \$25,087.53 per vehicle for a total price of \$50,175.06 with Hall Public Safety Upfitters.

3-0 yes

Public Works Department

ATTACHMENT 02/11/24E

Hawke moved and Pizzino seconded a motion to approve the following appropriation transfer request for a total transfer of \$9,600.00.

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
206.206.5387	Discretionary-PW	206.206.5504	Office Supplies-PW	\$ 9,600.00
			TOTAL	\$ 9,600.00

3-0 yes

Highway Division

5:00 P.M. – Materials Bid Openings 3 bids received.

Hawke and Rohn explained to the public that theses bids are not for a specific project. They are for materials used throughout the year. It enables us to lock in pricing to budget for materials.

**RESOLUTION 25-035
CONTROLLER CABINET AND INSTALATION**

Hawke moved and Hardesty seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature on the attached quote with Path Master for the purchase of a controller cabinet in the amount of \$26,096.00, and the quote for installation for the controller cabinet with Lampion Companies in the amount of \$12,547.00, for a total cost of \$38,643.00.

3-0 yes

Park Division

Hawke moved and Hardesty seconded a motion to accept the following sponsorship donations for the 2025 Community Celebration:

1. \$1,000.00 from ReMax Edge Realty
2. \$250.00 from Staley Technologies Inc.

3-0 yes

**RESOLUTION 25-036
PICKLEBALL COURTS LIGHTING PROJECT**

Hawke moved and Hardesty seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached proposal with Abbott Electric Inc., for the lighting of the pickleball courts in the amount of \$32,215.00, plus an additional \$270.00 for a larger stainless steel control box in the amount of \$270.00, for a total cost of \$32,485.00.

3-0 yes

Fire Department

**RESOLUTION 25-037
FIRE STATION 5 ROOF REPLACEMENT PROJECT**

Hawke moved and Hardesty seconded a motion to adopt and authorize the placement of the Board Chairman’s signature upon the attached quote with Skyline Roofing and Exteriors, Ltd., for the replacement of the roof and one skylight at Fire Station 5 consistent with the attached quote of services in the amount of \$37,220.19.

3-0 yes

**RESOLUTION 25-038
EXTRICATON TELESCOPIC RAM E-TOOL PURCHASE**

Hawke moved and Pizzino seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached quote with Genesis Rescue Systems, for the purchase of one Extrication Telescopic RAM E-tool consistent with the attached quote in the amount of \$12,175.00.

3-0 yes

Fiscal Office

ATTACHMENT 02/11/25F

Hawke moved and Hardesty seconded a motion to pay the bills in the amount of \$1,738,661.26.

3-0 yes

ATTACHMENT 02/11/25G

Hawke moved and Pizzino seconded a motion to approve the minutes of the January 28, 2025 Board of Trustees' Meeting.

3-0 yes

ATTACHMENT 02/11/25H

Hawke moved and Pizzino seconded a motion to approve the monthly reports for January 2025.

3-0 yes

ATTACHMENT 02/11/25I

Hawke moved and Pizzino seconded a motion to a public hearing on February 25, 2025, at 5:00p.m. – for the Frank Farms Lighting Petition.

3-0 yes

Routine Business

Announcements

- Next regular **Board of Trustees'** meeting, February 25, 2025, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **CIC Meeting** – February 20, 2025, 2:00 p.m., Jackson Township Hall
- **LOGIC Meeting**, March 6, 2025, 9:00 a.m., Safety Center
- **Zoning Meetings:** (Jackson Township Hall)
 - **Board of Zoning Appeals:**
 - None Scheduled
 - **Zoning Commission :**
 - None Scheduled

Old Business - None

New Business –

**RESOLUTION 25-039
APPOINTMENTS TO CIC**

Hawke moved and Hardesty seconded a motion we hereby reappoint Tracy R Hogue to serve as a governmental member of the Community Improvement Corporation (CIC) for a two-year term from 2/1/25 to 2/1/27.

3-0 yes

**RESOLUTION 25-040
AMENDED PARK RULES AND REGULATIONS**

Hawke moved and Pizzino seconded a motion whereas, the Park Rules and Regulations were last amended pursuant to Resolution 24-016, on January 23, 2024.

Be it resolved that pursuant to Ohio Revised Code Sections 504.04(A)(1) and (2), 504.05, 505.261 and 511.32, we hereby amend, adopt and approve the attached Amended Park Rules and Regulations, effective thirty (30) days from the enactment of this Resolution and request the Fiscal Officer publish the attached Notice of this Resolution.

Be it further resolved that we adopt the attached citation form required by Ohio Revised Code Sections 504.06 and 504.07, and that the within Resolution and Rules and Regulations replaces all prior adopted Rules and Regulations.

Be it further resolved that the Board of Trustees by a majority vote hereby dispense with the requirement that this resolution be read on two separate days, and authorize the adoption of a resolution upon its first reading.

3-0 yes

Public Speaks - None

Hawke moved and Pizzino seconded a motion to adjourn.

3-0 yes

Todd Hawke

Kody Gonzalez