

RECORD OF PROCEEDINGS

1166

Minutes of

REGULAR Meeting

JACKSON TOWNSHIP TRUSTEES

Held February 11, 2025

5:00pm

Present: Trustee Frost, Trustee Hemphill, Trustee Jakubec, Fiscal Officer Patton, Zoning Inspector Bill D'Avignon, Police Chief Rozzi, Fire Chief Mortimer and 7 guests Road/Cemetery Scott Hupko was excused.

RESOLUTION #25-001: Mr. Hemphill moved and Mr. Jakubec seconded the motion approving the minutes of the December 10th, 2024 Regular Trustee Meeting. Roll Call Vote was Unanimous.

RESOLUTION #25-002: Mr. Jakubec moved and Mr. Frost seconded the motion approving the minutes of the December 11th, 2024 Trustee Reorganization Meeting. Roll Call Vote was Unanimous.

CORRESPONDENCE:

- Mahoning County Engineer sent the ODOT 2024 Township Highway System Mileage Certification. The township is responsible for maintaining 5.815 miles of public roads.
- Mr. Jakubec, Mr. Hemphill and Ms. Patton attended the Annual Mahoning County Engineer's Meeting on February 26th, 2025 at McMahan Hall, Canfield OH.
- Received annual memo regarding filing zoning resolutions and amendments per ORC section 317.081 to the County Recorder's Office.
- 2024 Annual Bridge Inspection on Results was received from Mahoning County Engineer's Office and copy was given to trustees.
- Mr. Jakubec received an email from Walter Good, Team Neo. He is requesting a letter of support from the trustees be sent to Jobs Ohio, for a company, Shapes Unlimited Inc. This company is thinking of locating in North Jackson Commerce Park, developed by Top Properties. The Trustees would need more information on what they want us to support before sending out the letter.
- Received an email from Connie Knight, Youngstown Warren Regional Chamber about a meeting March 12th @7:30am at Vinny's Banquet Hall, Newton Falls. They would like a representative from the Township to give a 5-minute talk on Jackson Township. The trustees would like more information on what they would like them to give a talk on. Mr. Jakubec will call and get more information.

OLD BUSINESS:

- Mr. Jakubec, Mr. Hemphill and Ms. Patton attended the OTA Conference in Columbus Ohio, January 30th 2025.
- Austintown Township Dispatch Meeting- New Contract discussion. - Austintown Admin building on January 23, 2025 at 1:00 pm. Fire Chief Mortimer, Mr. Hemphill, and Ms. Patton attended.
- COG Meeting- Boardman Township Hall February 4th at 9:00 am- Police Chief Rozzi, Sergeant Shively, Ms. Patton attended. The next meeting is February 13, 2025 in Boardman Township.
- Mr. Jakubec said Tri- Area hasn't started any work on the Road Garage lighting project.
- Mr. Jakubec is proceeding to get new bids for the sign at commerce park and Mr. Hemphill will write down a new scope for the sign. Mr. Hemphill will also write a scope for the tree trimming on Blott Road.

NEW BUSINESS:

RESOLUTION #25-003: Mr. Frost moved and Mr. Hemphill seconded the motion approving for the following: Cash Summary by Fund, Appropriation Payment Register, Appropriation Register, Revenue Status, Fund Status, Bank Reconciliation and Credit Card Attestations for December 2024. Roll Call Vote was Unanimous.

RESOLUTION #25-004: Mr. Hemphill moved and Mr. Jakubec seconded the motion approving for the following: Cash Summary by Fund, Appropriation Payment Register, Appropriation Register, Revenue Status, Fund Status, Bank Reconciliation and Credit Card Attestation for January 2025. Roll Call Vote was Unanimous.

RESOLUTION #25-005: Mr. Hemphill moved and Mr. Jakubec seconded the motion approving the Supplemental Appropriations for 2024. Roll Call Vote was Unanimous.

RESOLUTION #25-006: Mr. Hemphill moved and Mr. Jakubec seconded the motion approving the Final Amended Certificate for 2024 of \$4,469,583.54 dated December 31st 2024 and was sent to Mahoning County Auditor. Roll Call Vote was Unanimous.

RESOLUTION #25-007: Mr. Hemphill moved and Mr. Frost seconded the motion approving to pay the invoice for Ohio Bureau of Workers Compensation 2025 True Up amount of \$1154.00 Roll Call Vote was Unanimous.

RESOLUTION #25-008: Mr. Hemphill moved and Mr. Frost seconded the motion approving per Ohio Revised Code 321.34 electronic fund transfers advance procedures for property tax for first and second half tax year 2024 pay year 2025. Dates were listed on a memo dated January 23, 2025 from Mahoning County Auditor's office. Roll Call Vote was Unanimous.

- We need to pick a project for NOPEC sponsorship Grant
- NOPEC Energized Community Grant of \$3,593.00 for 2025.

RESOLUTION #25-009: Mr. Hemphill moved and Mr. Jakubec seconded the motion approving Then and Now Purchase Orders- #31370- Karvo Companies- \$163,995.65; Stryker payment- \$2,854.00- Repair of equipment from May/June 2023 (fire Damage)- Burnham & Flower- 2023/2024 Quarterly Adm Fees Medical Insurance- \$1,215.00. Roll Call Vote was Unanimous.

- Pro Av of Ohio limited met with Mr. Hemphill, Ms Patton and Mr. Hupko for a sound system consultation. They will provide a quote.
- In the process of getting quotes from Bright Ideas Shops, Ellet Neon Sales & Service, Inc and db Signs and Designs for Township Welcome Signs and Liberty Park Signs.
- In the process of updating Township Website.
- Receiving quotes for phone system Voice Over Internet- Vendors- Full-Service Network, Parallel Technologies getting quotes from Vonage and Nuso.
- Amazon Business/Prime through OTA will no longer be charged. We should receive a prorated credit.
- Mr. Jakubec stated tree trimming on township roads needs to be done. Mr. Hemphill will write up a scope for the trimming. We will find out if we can use TIF money or sales tax.

SPECIAL PROJECTS:

RESOLUTION #25-010: Mr. Frost moved and Mr. Hemphill seconded the motion approving of the Memorandum of Understanding for Leonard Parkway Proceeds and Payment with Mahoning County for \$163,995.65. the completed project. Email for payment request sent to Audrey Tillis for Reimbursement. Roll Call Vote was Unanimous.

- Mahoning County recommended not to approve Sheetz, American Transmission TIF Leonard Parkway Resurfacing-closed-out

FIRE:

- January 2025- Fire Calls:4, Service Calls:0, Rescues & Emergency Medical Services:50, Good Intent Calls: 4, Hazardous Conditions(no fire): 2, False Alarms: 5, Total Calls: 64, Aid Given: 15, Aid Received: 5
- Congratulations to Firefighter Bryce Fisher on passing National Registry to become an EMT-B.
- Tanker 600 is back in service.
- Attended North Jackson Citizens' Association Community Dinner
- Captain Jones and Firefighter Harkleroad attending EMT-B at Choffin paid for by the MCFCA Scholarship.
- Chief Mortimer and Firefighter/EMT Mike Hebebrand attending Fire and EMS Instructor 1 and 2 at Choffin.
- Lieutenant Michael Friend is retiring from the rank of Lieutenant and returns to the rank of Firefighter. We would like to thank him for his time as a Lieutenant.
- Discussion on Gladstone Rd fire. Crews were on scene from 22:30 on 2/08 through 13:30 on 2/09. Crews (11 people) were on station until 15:00 on 2/09 preparing apparatus for return to service a total of 17.5 hours Recommend additional compensation for firefighters (11) on the call beyond the current PPC stipend in the amount of \$200.00 due to the extenuating circumstances of the situation.
- Guardian Angel lights discussed previously are on order we did need to adjust the purchase which raised the price to \$1,482.50 the OTARMA Safety Grant is still covering the bulk of the purchase.

RESOLUTION #25-011: Mr. Frost moved and Mr. Jakubec seconded the motion approving the one-time stipend of the amount of \$200.00 for the 11 crew members. Roll Call Vote was Unanimous.

- The Fire Chief and the department thanked the Police and Road Departments for traffic control de-icing of the roads for the Gladstone Road Fire.

Financials for December 2024

Financials for January 2025

Sup Approps 2024

Final Certificate 2024
OBWC True Up for 2025
EFT for Advances 2025

Then & Now Pos

MOU For Leonard Parkway TIF

FF One Time Stipend for Gladstone Rd Fire

RECORD OF PROCEEDINGS

Held February 11, 2025

5:00pm

ROAD:

- Vehicle/Sign Inspections are done for December 2024 and January 2025
- Cemetery Report- December 2024- Burials: 2, Foundations: 1, Graves:0.
- Cemetery Report- January 2025- Burials:2, Foundations:1, Graves:0

RESOLUTION#25-012: Mr. Frost moved and Mr. Hemphill seconded the motion approving the increase of \$50.00 rate to Don Hall for digging of graves. Roll Call Vote was Unanimous.

POLICE:

- 152- total calls 98- Calls for service, 21- Observed Calls, 33- Assist other agencies. 157- Traffic Stops, resulting in 126 Warnings, 33 Citations, 9 Traffic crashes, 3 OVI Arrest. 414- Residential Security Checks 10 Misdemeanant Arrests by our Detective and Patrol Division- Officers traveled 9,531 miles patrolling the township. An average of 84 miles per shift.
- Sgt. Shively and Chief Rozzi III will be attending Grant Writing Training on Tuesday March 4th,2025 in Columbus at the ODOT Auditorium. We will be going down the night before and be taking unit #600. Cost of training fee.

RESOLUTION#25-013: Mr. Frost approved and Mr. Hemphill seconded the motion approving the Chief of Police to sell any vehicles towed in the years 2024 and 2025 to the secure storage facility. Only after all the requirements have been met by law and a salvage title issued. To be sold on GovDeals auction website. The sale of the vehicle will be reported at the next trustee meeting. Roll Call Vote was Unanimous.

RESOLUTION#25-014: Mr. Jakubec moved and Mr. Hemphill seconded the motion approving to authorize Unit 104, 2015 Ford Explorer Mileage 133,513 to be sold on GovDeals once the graphics and equipment are removed. Roll Call Vote was Unanimous.

ZONING:

- Permit and Fees: Zoning Permits: (1) \$35.00-Shed, Appeals/Zone Change Fees- \$0, Total all Fees \$35.00
- Permits issued 1 - Year-to-Date total Valuation of New Investment: \$3,000
- Mahoning County Approved Plans- North Jackson Industrial Park Roadway- Phase 2 Jackson Meadows Roadway
- Public Meetings: Zoning Commission- Met January 8th Named Fran Gottron Chair, Joe Vandeventer Vice-Chair.
- Zoning Appeals- Met January 23rd. Named Gary Hemphill Chair and Betty Byram Vice- Chair.
- Submitted on-line response for US Census Boundary- no change.

PUBLIC COMMENT:

- Tom Neff spoke about his son Justin Neff getting back on the fire department. He feels it would be a real dis-service to fire department if firefighter wants to come back and not put back on. He was also thinking of joining our department but if his son doesn't get back on he wouldn't want to join our department.
- Jeannie Sudimak- Engineering for roundabout at Bailey Road and Mahoning. Trustees do not know anything about it yet. Township has no say on this road project with it being a county road.

RESOLUTION#25-015: Mr. Frost moved and Mr. Jakubec seconded the motion approving to enter into Executive Session per ORC 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, polices or compensation of a public employee for full time employees and Police Department policies. Police Chief will be included in the session. Roll Call Vote: - Mr. Frost- Yes; Mr. Jakubec- Yes; Mr. Hemphill- Yes. Roll Call Vote – Mr. Hemphill – Yes; Mr. Jakubec – Yes; Mr. Frost – Yes.

RESOLUTION#25-016: Mr. Frost moved and Mr. Hemphill seconded the motion approving to re-convene after Executive Session. Roll Call Vote:- Mr. Frost- Yes; Mr. Jakubec- Yes; Mr.Hemphill- Yes.

RESOLUTION#25-017:Mr. Frost moved and Mr. Jakubec seconded the motion approving the new Police Department Positions and Pay Scale as follows: **Part Time Officer (Trainee)** – Any newly hired part time employee that is required to complete the training program of the department before successfully moving on to Part Time status. Rate while Officer is in this position is \$18.00/hr.


Full Time Officer (Trainee) – Employee who is newly hired as full time that is required to complete the training program of the department before Successfully moving on to Full Time status. Rate while Officer is in this position is \$21.00/hr. This rate may be increased to Full Time Officer status at the discretion of the Chief of Police and Township based of prior experience and an urgency to fill the a position. Roll Call Vote was Unanimous.

There being no further business to come before the Board, the meeting adjourned at 7:05pm.


Mr. Tom Frost, Chair


Mr. John Jakubec, Co-Chair

Mr. Alan Hemphill, Trustee


Judy A. Patton, Fiscal Officer

Don Hall Rate Increase

Blanket Towed Vehicle Sale

Unit 104 Sale Gov Deals

EXEC SESSION

Police Dept New Positions