

**RECORD OF PROCEEDINGS**

**MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING**

**SEPTEMBER 28, 2021**

Hawke called the meeting to order at 4:00 p.m. at the Jackson Township Hall with Trustees Todd Hawke, John Pizzino, and Jim Thomas present. Fiscal Officer Gonzalez, Administrator/Law Director Vaccaro, Fire Chief Berczik, Police Chief Brink, Zoning Director Poindexter, and Public Works Director Rohn were also in attendance.

Hawke moved and Thomas seconded a motion to go into Executive Session for Fire Department (Appointment / Employment / Compensation) – Interview Part-time Firefighter / Paramedic Candidates.

**3-0 yes**

Hawke moved and Thomas seconded a motion to go into Executive Session for Public Works Department (Highway, Central Maintenance and Park Division) Personnel (Appointment / Employment / Compensation) – Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

**3-0 yes**

Hawke moved and Thomas seconded a motion to go into Executive Session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, pursuant to ORC 121.22G(8)(a).

**3-0 yes**

Upon return from Executive Session at 5:00 p.m., Hawke called the General Session to order. He requested that all cell phones be silenced at this time.

The Pledge of Allegiance was recited.

**Award & Recognition**

Kirkland Norris, RS, M.P.H., from the Stark County Health Department presented a plaque to Jackson Township and the Jackson Fire Department for their commitment during the pandemic.

A brief recess took place for pictures.

**Public Speaks - None**

**Administration Department**

**ATTACHMENT 09/28/21 A**

Hawke moved and Thomas seconded a motion to approve the attached Organizational Chart for the Administrative Department, effective September 11, 2021.

**3-0 yes**

**RESOLUTION 21-195 ATTACHED  
CONCESSION CONTRACT – JACKSON DIAMOND CLUB**

Hawke moved and Pizzino seconded a motion that whereas, the Board of Trustees plans and operates the Summer Concert Series at the Jackson Amphitheater in Jackson Township, Stark County, Ohio.

Be it resolved that, we hereby adopt and authorize the placement of the Board Chairman's signature the attached Concession Contract with the Jackson Diamond Club.

**3-0 yes**

**RESOLUTION 21-196 ATTACHED  
AMPHITHEATER BAND ENGAGEMENT AGREEMENT**

Hawke moved and Pizzino seconded a motion that whereas, the Board of Trustees owns the Jackson Amphitheater in Jackson Township, Stark County, Ohio.

Whereas, the Board of Trustees has determined that, as part of its programming for the Jackson Amphitheater, the acts identified in the attached contracts are to be engaged for performances for the 2021 season.

Be it resolved that, we hereby adopt and authorize the placement of the Board Chairman's signature upon the attached Engagement Agreement for the following band:

1. The Chardon Polka Band

**3-0 yes**

**ATTACHMENT 09/28/21 B**

Hawke moved and Pizzino seconded a motion that we do not request a hearing for the Liquor Permit for TA Operating LLC DBA North Canton Travel Center, 4450 Portage St NW, Jackson Township, North Canton, OH 44720.

**3-0 yes**

**ATTACHMENT 09/28/21 C**

Hawke moved and Pizzino seconded a motion that we do not request a hearing for the Liquor Permit for Cost Plus Inc DBA World Market, 5527 Dressler Rd NW, Jackson Township, North Canton, OH 44720.

**3-0 yes**

**ATTACHMENT 09/28/21 D**

Hawke moved and Pizzino seconded a motion that we do not request a hearing for the Liquor Permit for Speedway LLC DBA Speedway 1207, 5050 Fulton Dr NW, Jackson Township, Canton, OH 44718.

**3-0 yes**

**Legal Department**

**ATTACHMENT 09/28/21 E**

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request from account code 101.140.5387 Discretionary, to account code 101.140.5432 Computer Related Services, in the amount of \$1,500.00.

**3-0 yes**

**ATTACHMENT 09/28/21 F**

Hawke moved and Thomas seconded a motion to approve the Tentative Agreement between the Board of Trustees and the Utility Workers Union of America (Highway Labor Specialists), AFL-CIO, Local 568.

**3-0 yes**

**Police Department**

**RESOLUTION 21-197 ATTACHED**

**MEMORANDUM OF UNDERSTANDING – OVI TASK FORCE**

Hawke moved and Thomas seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature on the attached OVI Task Force Contract and Memorandum of Understanding with the Stark County Sheriff’s Office, effective October 1, 2021 through September 30, 2022.

**3-0 yes**

**Public Works Department**

**ATTACHMENT 09/28/21 G**

Hawke moved and Thomas seconded a motion to approve the attached Organizational Chart for the Public Works Department, effective September 11, 2021.

**3-0 yes**

**Park Division**

**ATTACHMENT 09/28/21 H**

Hawke moved and Thomas seconded a motion to accept the attached resignation from full-time Park Crew Leader, Colton Frank, effective September 26, 2021, at 08:00 hours.

**3-0 yes**

**ATTACHMENT 09/28/21 I**

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request from account code 214.510.5806 Election Exp – Park, to account code 214.510.5804 County Aud/Treasurer Fee - Park, in the amount of \$1,062.96.

**3-0 yes**

**RESOLUTION 21-198 ATTACHED  
FISHER PARK PLAYGROUND REPLACEMENT**

Hawke moved and Thomas seconded a motion that we hereby accept a \$39,447.52 grant from GameTime and further adopt and authorize the placement of the Board Chairman’s signature upon the attached quote from GameTime for the Fisher Park Playground Replacement in the amount of \$78,510.34.

**3-0 yes**

**RESOLUTION 21-199 ATTACHED  
NORTH PARK SYNTHETIC ICE RINK**

Hawke moved and Thomas seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached quote from Global Synthetic Ice for the North Park Synthetic Ice in the amount of \$147,300.00.

**3-0 yes**

Gonzalez commended Ruwadi for obtaining the Fisher Park Playground grant.

**Fire Department**

**ATTACHMENT 09/28/21 J**

Hawke moved and Pizzino seconded a motion to accept the attached resignation from part-time Firefighter / Paramedic, Adam Hafer, effective September 30, 2021, at 08:00 hours.

**3-0 yes**

**ATTACHMENT 09/28/21 K**

Hawke moved and Pizzino seconded a motion to approve the appropriation transfer request from account code 210.210.5508 Tools Purchase, to account code 210.210.5804 County Auditor/Treasurer Fee, in the amount of \$20,785.87.

**3-0 yes**

**Zoning and Planning Department**

**ATTACHMENT 09/28/21 L**

Hawke moved and Thomas seconded a motion to accept the attached resignation from Zoning Commission Member, James M. Conley, effective December 31, 2021.

**3-0 yes**

**ATTACHMENT 09/28/21 M**

Hawke moved and Thomas seconded a motion to accept the attached resignation from Zoning Commission Member, Chylece Head, effective September 16, 2021.

**3-0 yes**

Hawke moved and Thomas seconded a motion to set a public hearing for Zoning Amendments 652-21 on October 12, 2021, at 5:00 p.m. – Stacy & Michael Bridges, 11158 Tritts St, Canal Fulton, Ohio agent for Laura Pertginides, 2777 Prospect St NE, Middlebranch, Ohio 44652, Executrix for Mary Dubley, proposes to rezone B-1 Suburban Office & Limited Business District to B-2 Neighborhood Business District, approx. 1.06 acres, located at 4164 Fulton NW, Sect. 25SE Jackson Twp.

**3-0 yes**

**Fiscal Office**

**ATTACHMENT 09/28/21 N**

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$1,182,647.44.

**3-0 yes**

**ATTACHMENT 09/28/21 O**

Hawke moved and Pizzino seconded a motion to approve the minutes of the September 14, 2021 Board of Trustees' Meeting.

**3-0 yes**

**RESOLUTION 21-200 ATTACHED**

**ASSISTANT FISCAL OFFICER – ACCOUNTS PAYABLE – RATE ADJUSTMENT**

Hawke moved and Thomas seconded a motion that pursuant to ORC Sections 507.021(A) and 511.10, we hereby ratify and approve a rate adjustment for Erin K. Gross and the position of Assistant Fiscal Officer – Accounts Payable, which she is assigned, with an annual salary of \$38,200.00 (\$18.3654 per hour) effective February 13, 2021, as set by the Fiscal Officer, Randy Gonzalez. The appointee shall continue to serve at the pleasure of the Fiscal Officer and with the benefits of a Class C employee as described in the Management Package.

**3-0 yes**

**ATTACHMENT 09/28/21 P**

Hawke moved and Pizzino seconded a motion to approve the appropriation transfer request from account code 101.150.5458 Professional Services, to account code 101.150.5432 Computer Services, in the amount of \$6,000.00.

**3-0 yes**

**ATTACHMENT 09/28/21 Q**

Hawke moved and Pizzino seconded a motion to approve the appropriation transfer request from account code 150.110.5387 Local Fiscal Recovery Fund – Discretionary, to account code 150.110.5962 Transfer to Accum Benefits Fund - Fire, in the amount of \$2,733.68.

**3-0 yes**

**RESOLUTION 21-201 ATTACHED  
AMERICAN RESCUE PLAN ACT – TRANSFER TO FIRE DEPARTMENT  
ACCUMULATED BENEFITS**

Hawke moved and Thomas seconded a motion that whereas, on March 11, 2021, the President of the United States, Joseph Biden, signed into law the American Rescue Plan Act of 2021, Public Law No. 117-2; and,

Whereas, on June 25, 2021, the Ohio General Assembly passed H.B. No. 168 establishing eligibility for Ohio Township’s to receive a distribution of funds (“Funding”) under the American Rescue Plan Act of 2021 (“ARP”) enacted by the federal government; and,

Whereas, Governor Michael DeWine signed H.B. No. 168, on June 29, 2021, enacting the legislation; and,

Whereas, on August 11, 2021, Jackson Township received its first disbursement funding pursuant H.B. No. 168; and,

Whereas, the Jackson Township Fire Department supervisors and staff have been substantially dedicated to mitigating or responding to the COVID-19 public health emergency from March 3, 2021 and continue in their efforts to mitigate and respond to the ongoing COVID-19 public health emergency; and,

Whereas, the Jackson Township public safety forces personnel and supervisors of the Jackson Fire Department, in their efforts to mitigate and respond to COVID-19 were exposed (quarantine) and/or contracted the disease and incurred sick, vacation and compensatory time use; and,

Whereas, the Jackson Township Board of Trustees passed Resolution 21-164 on August 16, 2021, and have subsequently determined not all eligible Fire Department staff were included in Resolution 21-164.

Be it resolved that, the Board of Trustees of Jackson Township hereby amends Resolution 21-164 adopted on August 16, 2021, as follows:

1. The Board of Trustees of Jackson Township hereby designates an additional \$2,733.68 of American Rescue Plan Act of 2021 (“ARP”) funds distributed to Jackson Township via H.B. No. 168 to the Jackson Township Fire Department for payroll and benefits expenses as the expenses were incurred as a result of responding to the COVID-19 public health emergency.

Be it resolved that, the Board of Trustees of Jackson Township hereby restores sick time uses, as applicable to the Jackson Township Firefighters/Paramedics consistent with Exhibit A.

**3-0 yes**

**RESOLUTION 21-202 ATTACHED  
FIRE DEPARTMENT ACCUMULATED BENEFITS #293**

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(B), we hereby amend attached Resolution Number 21-165, effective September 28, 2021, as follows:

1. Establish a Fire Department Special Revenue Fund for the purpose of accumulating resources for the payment of accumulated sick leave and vacation leave, and for payments in lieu of taking compensatory time off, upon the termination of employment or the retirement of officers and employees of the subdivision.

2. Authorize the transfer of \$2,733.68 from Account 150.110.5962 to be deposited in a special sub fund named the Fire Department Special Revenue Fund #293, and can be supplemented if subsequently determined by the Board of Trustees and shall be established and maintained by the Township Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #293 – Fire Special Revenue Fund, #293.000.4991 transfers in from Local Fiscal Recovery Fund, expense code #293.210.5140 – Fire Special Revenue Fund, Fire operations cost center, severance pay object code.

**3-0 yes**

**Routine Business**

**Announcements**

- Next regular **Board of Trustees'** meeting, October 12, 2021, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **LOGIC**, October 7, 2021, 9:00 a.m., Jackson Township Hall
- **Zoning Meetings**
  - BZA – October 14, 2021, 5:00 p.m., Jackson Township Hall
  - Zoning Commission – September 30, 2021, 5:00 p.m., Jackson Township Hall
- **Amphitheater Events** ([www.jacksonamphitheater.com](http://www.jacksonamphitheater.com))
  - **Inaugural Fall Festival** – Chardon Polka Band – October 9, 7:00 p.m.
  - **Food Truck Thursdays** through September 30, 11:00 a.m. to 7:00 p.m.
  - **Thursday Night Free Concerts**
    - October 7 – Yankee Bravo

- **Farmers Market**, Thursdays through September 30, 3:00 p.m. to 6:00 p.m., Jackson Amphitheater Parking Lot
- **Haunted Hayride** – Saturday, October 16, 2021, 7:00 p.m. to 9:30 p.m.
- **Halloween Trick or Treat** – Sunday, October 31, 2021, 3:00 p.m. – 5:00 p.m.

**Old Business – None**

**New Business**

Pizzino requested that if anyone is interested in applying to fill the two recent vacancies on the Zoning Commission, to please contact them.

**RESOLUTION 21-203 ATTACHED  
CONDITIONAL PART TIME FIREFIGHTER HIRING**

Hawke moved and Thomas seconded a motion that pursuant to the Part time Firefighter hiring policy and authority granted in ORC Section 505.38 “to provide for the employment of firefighters as it considers best”, we hereby appoint the attached listed persons to the position of Part-time Firefighter, conditioned on his successful completion of required physical and psychological examinations and negative drug test.

**3-0 yes**

**Public Speaks – None**

Hawke moved and Thomas seconded a motion to return to Executive Session for Public Works Department (Highway, Central Maintenance and Park Division) Personnel (Appointment / Employment / Compensation) – Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

**3-0 yes**

Hawke moved and Thomas seconded a motion to return to Executive Session to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, pursuant to ORC 121.22G(8)(a).

**3-0 yes**

Upon return from Executive Session, Hawke moved and Thomas seconded a motion to adjourn.

**3-0 yes**

---

**Todd Hawke**

---

**Randy Gonzalez**