

## **RECORD OF PROCEEDINGS**

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

**NOVEMBER 9, 2021**

Hawke called the meeting to order at 3:02 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, and Public Works Director Rohn were also in attendance.

The first order of business was a work session concerning the 2022 Amphitheater Events Plan. The discussion pertained to the tentative schedule and possible artists, as well as staffing and some new ideas for the 2022 season.

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

**3-0 yes**

Hawke moved and Thomas seconded a motion to go into Executive Session for Police Department (Appointment / Employment / Compensation) – Part-Time Police Officers.

**3-0 yes**

Hawke moved and Thomas seconded a motion to go into Executive Session for Police Department (Appointment / Employment / Compensation) – Detective Bureau.

**3-0 yes**

Hawke moved and Thomas seconded a motion to go into Executive Session for Police Department (Appointment / Employment / Compensation) – Sergeants Schedule.

**3-0 yes**

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

The Pledge of Allegiance was recited.

#### **Administration Department**

##### **ATTACHMENT 11/9/21 A**

Hawke moved and Pizzino seconded a motion to amend the Board of Trustees' regular meeting schedule as follows:

1. The December 14, 2021 meeting shall be cancelled and rescheduled to December 7, 2021 at 4:00 p.m. (Executive Session) and 5:00 p.m. (General Session).

2. The December 28, 2021 meeting shall be cancelled and rescheduled to December 21, 2021 at 4:00 p.m. (Executive Session) and 5:00 p.m. (General Session).

**3-0 yes**

**RESOLUTION 21-222 ATTACHED  
ZONING INSPECTOR – RATE ADJUSTMENT**

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 511.10 we hereby adopt and approve a rate adjustment for Joni L. Poindexter and the position of Zoning Inspector, which she is assigned, with an annual salary of \$68,640.00 (\$33.0000 per hour) effective November 6, 2021. The appointee shall continue to serve at the pleasure of the Jackson Township Board of Trustees and with the benefits of a Class A employee as described in the Management Package (hired before July 1, 2012).

**3-0 yes**

**Legal Department**

**ATTACHMENT 11/9/21 B**

Hawke moved and Thomas seconded a motion to adopt and authorize the placement of the Board's signatures upon the attached Agreement with Meijer Stores LP, dba Meijer Express 325, and to authorize the Chairman's signature upon the Economic Development Transfer Form.

**3-0 yes**

**RESOLUTION 21-223 ATTACHED  
CAPITAL IMPROVEMENT COMMUNITY PARK AGREEMENT**

Hawke moved and Thomas seconded a motion that we adopt and authorize the placement of the Township Administrator/Law Director, Michael B. Vaccaro, to sign the attached Capital Improvement Community Park, Recreation/Conservation Project Pass Through Grant Agreement with the Ohio Department of Natural Resources and all future documents related to the Jackson Township Tam O'Shanter Park.

**3-0 yes**

**RESOLUTION 21-224 ATTACHED  
PUBLIC ENTITY RISK SERVICES OF OHIO, INC., CLAIM**

Hawke moved and Thomas seconded a motion that we hereby authorize the Township Administrator/Law Director, as the Board of Trustees' representative, to execute any and all statements of loss and agreements recommended by PERSO, its agents and representatives with respect to claim number OTR021704 and the subordinate claim numbers.

**3-0 yes**

**Police Department**

**RESOLUTION 21-225 ATTACHED  
JACKSON POLICE DEPARTMENT REORGANIZATION**

Hawke moved and Thomas seconded a motion that whereas, the Chief of Police has presented the Board of Trustees a plan for the reorganization of personnel and job classifications within the Jackson Township Police Department.

Be it resolved that, by the Jackson Township Board of Trustees:

1. Pursuant to Ohio Revised Code Section 505.49 and 509.01, the job classification of part-time Police Patrol Officer and Police Constable (Patrol Division) is hereby abolished effective November 30, 2021, except for those part-time Police Patrol Officers and Police Constables assigned by the Police Chief, at his sole discretion, to a specialty position within the Jackson Township Police Department.
2. Pursuant to Ohio Revised Code Section 505.49 and 509.01, the Chief of Police is authorized in conjunction with the Township Administrator/Law Director to initiate and complete personal actions consistent with this resolution.
3. The table of organization attached hereto is hereby adopted and approved for the Jackson Police Department, effective November 30, 2021.

**3-0 yes**

**RESOLUTION 21-226 ATTACHED  
MEMORANDUM OF UNDERSTANDING – LAW ENFORCEMENT TRAINING  
FACILITY**

Hawke moved and Pizzino seconded a motion that we hereby adopt and authorize the placement of our signatures upon the attached Memorandum of Understanding with the Stark County Sheriff's Office for the use of the Law Enforcement Training Facility.

**3-0 yes**

**Fire Department**

**RESOLUTION 21-227 ATTACHED  
2022 VOLUNTEER FIRE FIGHTERS DEPENDENTS FUND BOARD**

Hawke moved and Thomas seconded a motion that pursuant to ORC Section 146.03(A)(1), we hereby elect Ted R. Heck and Tim Coppock to be members of the 2022 Volunteer Fire Fighters Dependents Fund Board.

**3-0 yes**

**Public Works Department**

**Highway Division**

**RESOLUTION 21-228 ATTACHED  
REQUEST FOR PERFORMANCE AGREEMENT EXTENSION – KECK PARK CIRCLE  
NW**

Hawke moved and Thomas seconded a motion that we hereby adopt and authorize the placement of our signatures upon the attached request for a Performance Agreement extension with the Board of County Commissioners of Stark County, Ohio.

**3-0 yes**

**Park Division**

**ATTACHMENT 11/9/21 C**

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request from account code 214.510.5387 Discretionary - Parks, to account code 214.520.5488 Water - Parks, in the amount of \$1,500.00.

**3-0 yes**

**ATTACHMENT 11/9/21 D**

Hawke moved and Pizzino seconded a motion to accept a donation of Flowering Weeping Cherry Tree from the Jackson Locals Schools Food Service Department in memory of Lori Liskey, pursuant to Section 101.22 of the Park Rules and Regulations amended on April 25, 2017. Installation shall be as directed by the Superintendent of the Parks and Recreation Department.

**3-0 yes**

Hawke moved and Pizzino seconded a motion to accept a donation in the amount of \$58.00 in memory of Lori Liskey from the Jackson Local Schools Food Service Department.

**3-0 yes**

**RESOLUTION 21-229 ATTACHED  
NORTH PARK PICKLEBALL COMPLEX**

Hawke moved and Pizzino seconded a motion that we hereby authorize the attached Advertisement for Bids for the North Park Pickleball Complex in accordance with the Specifications on file.

**3-0 yes**

**Central Maintenance Division**

**RESOLUTION 21-230 ATTACHED  
PUBLIC WORKS – MAINTENANCE WORKER – RATE ADJUSTMENT**

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 511.10 we hereby adopt and approve a rate adjustment for Brian Steenrod and the position of full-time Public Works Maintenance Worker for the Jackson Township Public Works Department (Central Maintenance Division) which he is assigned, with an annual salary of \$52,000.00 (\$25.0000 per hour) effective November 6, 2021, and the benefits of a Class C employee as described in the Benefit Package for Management Personnel. The probationary period adopted in Resolution 21-023 shall remain in effect.

**3-0 yes**

**Fiscal Office**

**ATTACHMENT 11/9/21 E**

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$1,202,955.17.

**3-0 yes**

**ATTACHMENT 11/9/21 F, G & H**

Hawke moved and Thomas seconded a motion to approve the minutes of the October 22, 2021, October 26, 2021, and October 29, 2021 Board of Trustees' Meetings.

**3-0 yes**

**ATTACHMENT 11/9/21 I**

Hawke moved and Thomas seconded a motion to approve the monthly reports for October 2021.

**3-0 yes**

**ATTACHMENT 11/9/21 J**

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request from account code 190.204.5652 Equipment Purchase – PW, in the amount of \$1,297.00, and from account code 190.110.5454 CARES Grant Program, in the amount of \$1,750.00, both to account code 190.110.5652 Equipment Purchase – Admin, for a total transfer of \$3,047.00.

**3-0 yes**

Gonzalez congratulated Hawke and Pizzino on their re-election as Trustees and contributed their re-election to their hard work and sensitivity to the needs of the Township.

**Routine Business**

**Announcements**

- Next regular **Board of Trustees'** meeting, November 18, 2021, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **CIC**, November 18, 2021, 8:00 a.m., Jackson Township Hall.
- **LOGIC**
  - **Special Meeting** - November 18, 2021, 8:00 a.m., Jackson Township Hall.
  - **Regular Meeting** – December 2, 2021, 9:00 a.m., Jackson Township Hall.
- **Street Light District Hearing** – Greens of Belden, November 18, 2021, 5:00 p.m., Jackson Township Hall.
- **Zoning Meetings** – None scheduled at this time.

**Old Business – None**

**New Business**

**RESOLUTION 21-231 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 Joshua D. Bow 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**

Pizzino moved and Hawke seconded a motion to authorize the 2022 Amphitheater schedule consisting of 9 paid concert dates - June 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup>, July 2<sup>nd</sup>, 8<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, August 13<sup>th</sup>, and 20<sup>th</sup> based on band availability. Vaccaro added that there may be some discretion by himself and Rohn to adjust dates by a day if need be. The 2022 schedule will also consist of 8 free concert dates - June 8<sup>th</sup>, 15<sup>th</sup>, 29<sup>th</sup>, July 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup>, August 3<sup>rd</sup>, and 10<sup>th</sup>, in addition to one employee appreciation day on May 26<sup>th</sup>.

**3-0 yes**

**Public Speaks**

A student in attendance, Gunner Shultz, asked the Trustees if there was anything particularly different about this election compared to past elections. Hawke responded and said the big difference was that four people were running against them this year, versus in the last election, no one ran against them. They also briefly explained that every 2 years there is an election so that the whole board could not get turned over all at once. The last election was for a Trustee and the Fiscal Officer two years prior. Gonzalez added in that technology and social media impact the elections more and more each year and a short discussion ensued concerning the Trustees responsibilities.

Hawke moved and Thomas seconded a motion to adjourn.

**3-0 yes**

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**Todd Hawke**

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**Randy Gonzalez**