

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

DECEMBER 7, 2021

Hawke called the meeting to order at 4:04 p.m. at the Jackson Township Hall with Trustees Todd Hawke, John Pizzino, and Jim Thomas present. Fiscal Officer Gonzalez, Administrator/Law Director Vaccaro, Zoning Director Poindexter, Major Monigold and Public Works Director Rohn were also in attendance.

Departmental Budgets

Police Department

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-01 for Operations Section in the amount of \$5,028,566.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-02 for Patrol Division in the amount of \$4,578,377.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-03 for Detective Bureau in the amount of \$720,679.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-04 for School Resource Officers (SRO's) in the amount of \$276,363.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-05 for Police Annex Building in the amount of \$10,250.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-06 for FBI Task Force in the amount of \$142,323.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-07 for SWAT Team – Canton in the amount of \$58,414.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-08 for K-9 Unit in the amount of \$29,705.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-09 for Metro Narcotics Detective in the amount of \$133,177.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-10 for Law Enforcement Trust Fund – Payment Plan in the amount of \$70,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-11 for OVI Enforcement Fund in the amount of \$15,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-12 for Equitable Sharing Fund in the amount of \$20,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-13 for Continued Professional Training Fund in the amount of \$1,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-14 for Police Accumulated Benefits Fund in the amount of \$200,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-15 for Police Capital Projects in the amount of \$300,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-16 for Police Capital Projects (2 cruisers, 1 pickup, 1 detective vehicle) in the amount of \$265,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-17 for Police Capital Projects (Safety Center roof, split with Fire) in the amount of \$125,000.00.

3-0 yes

Public Works Department

Public Works Division

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-01 for Current Service Level – Operations in the amount of \$297,583.00.

3-0 yes

Highway Division

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-01 for Current Level (202) in the amount of \$262,741.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-02 for Current Level (203) in the amount of \$598,993.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-03 for Road Salt in the amount of \$400,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-04 for Current Level (204) in the amount of \$4,147,956.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-05 for Stark Soil and Water District Technical Assistance in the amount of \$9,500.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-06 for Current Level (205) in the amount of \$406,595.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-07 for Current Level (211) in the amount of \$1,627,916.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-08 for Re-Striping in the amount of \$70,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-09 for Resurfacing in the amount of \$1,500,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-10 for Manhole Adjustment Rings in the amount of \$7,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-11 for Curbing Replacement in the amount of \$200,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-12 for Current Level (294) in the amount of \$432,763.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-13 for Current Level (317) in the amount of \$236,649.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-14 for New Equipment – Flat Bed #1 in the amount of \$60,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-15 for New Equipment – Flat Bed #2 in the amount of \$60,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-16 for New Equipment – 1 Ton Plow Truck in the amount of \$112,527.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-17 for New Equipment – Bucket Truck in the amount of \$200,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-18 for New Equipment – BobCat Skid Steer in the amount of \$68,286.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-19 for Fulton – Brunnerdale to Foxboro in the amount of \$450,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-20 for Fulton Tunnel in the amount of \$550,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-21 for Frank Ave Signalization in the amount of \$40,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-22 for Strip/Applegrove Intersection – R/W Construction in the amount of \$350,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-23 for Keck Park Roadway – Design/Construction in the amount of \$1,000,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-24 for Portage/Strip Construction in the amount of \$50,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-25 for Community Parkway Street Lighting Upgrade in the amount of \$250,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-26 for Strip Ave – Mega to HOF Bridge in the amount of \$50,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-27 for Special Projects in the amount of \$400,000.00.

3-0 yes

Hawke moved and Pizzino seconded a motion to approve Budget Module 2022-28 for Security System Upgrades – Highway Facility & Lot B in the amount of \$25,000.00.

3-0 yes

Central Maintenance Division

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-01 for Current Service Level - Operations in the amount of \$1,005,493.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-02 for New Service Truck in the amount of \$50,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-03 for New Equipment – Plow for Service Truck in the amount of \$6,400.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-04 for New Garage Doors at Maintenance Garage in the amount of \$34,300.00.

3-0 yes

Park Division

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-01 for Current Service/Operations in the amount of \$1,954,120.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-02 for Programs/Operations in the amount of \$103,245.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-03 for Re-Construct 6 Tennis Courts in the amount of \$375,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-04 for Reserve Balance Transfer in the amount of \$25,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-05 for the Community Celebration in the amount of \$30,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-06 for Butterfly lots North Park Repaving in the amount of \$120,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-07 for North Park – Field 13 Fence Repair in the amount of \$35,000.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-08 for Current Level (296) in the amount of \$275,909.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-09 for Current Level (316) in the amount of \$388,187.00.

3-0 yes

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-10 for Current Level (440) in the amount of \$208,788.00.

3-0 yes

Amphitheater Division

Hawke moved and Thomas seconded a motion to approve Budget Module 2022-01 for Event & Programming Operations in the amount of \$453,950.00.

3-0 yes

Hawke moved and Thomas seconded a motion to go into recess until 5:00 p.m.

3-0 yes

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

The Pledge of Allegiance was recited.

Police Department

RESOLUTION 21-250 ATTACHED

POLICE DEPARTMENT PART-TIME EMT / POLICE OFFICER APPOINTMENT

Hawke moved and Thomas seconded a motion that pursuant to ORC Sections 505.49 and 509.01, Christopher M. Bader is hereby employed and appointed as a Part-time EMT/Patrol Officer and Township Constable, a specialty assignment, for the Jackson Township Police District, Stark County, Ohio, effective December 7, 2021 at 2200 hours at the Part-time EMT/Patrol Officer rate of \$23.0000 per hour.

3-0 yes

There was a brief pause for the swearing in of Officer Bader and pictures.

RESOLUTION 21-251 ATTACHED

ACCEPTANCE OF PART-TIME EMT / POLICE PATROL OFFICER OATH OF OFFICE

Hawke moved and Thomas seconded a motion that we hereby accept the attached oath of office for Christopher M. Bader as Part-time EMT/Patrol Officer and Police Constable for the Jackson Township Police District, Stark County, Ohio.

3-0 yes

Administration Department

ATTACHMENT 12/7/21 A

Hawke moved and Pizzino seconded a motion that we do not request a hearing for the Liquor Permit for Dolgen Midwest LLC DBA Dollar General Store 21861, 6780 Wales Ave NW, Jackson Township, North Canton, OH 43605.

3-0 yes

ATTACHMENT 12/7/21 B

Hawke moved and Pizzino seconded a motion that we do not request a hearing for the Liquor Permit for Meijer Stores LP DBA Meijer Express 325, 4848 Fulton Dr NW, Jackson Township, North Canton, OH 44718.

3-0 yes

ATTACHMENT 12/7/21 C

Hawke moved and Thomas seconded a motion to authorize the closing of the yard debris waste site for the 2021 season on January 17, 2022 at dusk.

3-0 yes

Legal Department

**RESOLUTION 21-252 ATTACHED
DISPATCH SERVICES AGREEMENTS (FIRE AND POLICE)**

Hawke moved and Thomas seconded a motion that we hereby adopt and authorize the placement of our signatures upon the attached Agreements for Dispatch Services for the Fire and Police Departments with the Local Organized Governments in Cooperation (LOGIC).

3-0 yes

**RESOLUTION 21-253 ATTACHED
HOLIDAY IN THE PARK SPONSORSHIP AGREEMENT**

Hawke moved and Thomas seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached Sponsorship Agreement with the following:

- 1. Ginger Kuhn, Cutler Real Estate \$250.00

3-0 yes

**RESOLUTION 21-254 ATTACHED
FULTON ROAD TUNNEL – MAINTENANCE AGREEMENT**

Hawke moved and Pizzino seconded a motion that whereas, the Stark County Park District (the “District”) has secured partial funding from the Ohio Department of Transportation to construct a tunnel under Fulton Road for a District walking path (the “Project”);

Whereas, the remaining cost of construction of the Project will be divided evenly between the District, the Township, and the Jackson Local School District (the “School”);

Whereas, with respect to the construction costs, the Township, District, and School entered into a Support Agreement, dated as of June 26, 2020 with respect to such costs, as amended (collectively, the “Support Agreement”) ;

Whereas, the Township, District, and Schools have negotiated a “Maintenance and Capital Repair Agreement – Jackson Tunnel and Connector Trail, Stark County,” to specify the parties’ obligations with respect to the operation and maintenance of the Project; and

Whereas, the Trustees believe that the Project, as currently designed and proposed to be operated, continues to be in the best interests of the Township and the health, safety, and welfare of its residents.

Be it resolved by the Jackson Township Board of Trustees:

1. We hereby adopt, approve, and authorize the placement of our signatures upon, the attached form “Maintenance and Capital Repair Agreement – Jackson Tunnel and Connector Trail, Stark County.”

3-0 yes

Public Works Department

Highway Division

ATTACHMENT 12/7/21 D

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request from account code 204.310.5299 Discretionary P/S – Hwy, to account code 204.310.5245 Uniform Rental/Purchasing - Hwy, in the amount of \$2,000.00.

3-0 yes

Park Division

ATTACHMENT 12/7/21 E

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request from account code 214.510.5195 Snow Control Chargeback – Park, to account code 214.510.5120 Overtime Wages - Park, in the amount of \$10,000.00.

3-0 yes

ATTACHMENT 12/7/21 F

Hawke moved and Thomas seconded a motion to accept a donation of an electric drummer boy light display from Ralph Boger, 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 Division.

3-0 yes

ATTACHMENT 12/7/21 G

Hawke moved and Thomas seconded a motion to accept a donation of an ornamental tree from Lake Cable residents in memory of Charles “Chuck” Ostrout, 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 Division.

3-0 yes

Central Maintenance Division

ATTACHMENT 12/7/21 H

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request as follows for a total transfer of \$15,022.79:

<u>From Code</u>	<u>Description</u>	<u>To Code</u>	<u>Description</u>	<u>Amount</u>
101.115.5387	Discretionary-CM	101.115.5414	Annual Contracts-CM	\$ 1,600.00
101.115.5230	Workers Comp-CM	101.115.5220	Hospitalization Ins-CM	\$ 8,970.69
101.115.5299	Discretionary P/S-CM	101.115.5220	Hospitalization Ins-CM	\$ 650.14
101.115.5299	Discretionary P/S-CM	101.115.5212	Pension Employer-CM	\$ 1,301.96
101.115.5523	Facility Maint-CM	101.115.5432	Computer Services-CM	\$ 2,500.00
				3-0 yes

**RESOLUTION 21-255 ATTACHED
CLEANING SERVICES AGREEMENT**

Hawke moved and Thomas seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached cleaning services agreement with Miracle Clean Services, effective January 1, 2022.

3-0 yes

Zoning and Planning Department

ATTACHMENT 12/7/21 I

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request from account code 213.160.5387 Discretionary/Contingency, to account code 213.160.5110 Reg Full Time Salaries, in the amount of \$3,300.00 and to account code 213.160.5112 Part Time Salaries, in the amount of \$7,000.00 for a total transfer of \$10,300.00.

3-0 yes

Fiscal Office

ATTACHMENT 12/7/21 J

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$1,692,144.49.

3-0 yes

ATTACHMENT 12/7/21 K

Hawke moved and Thomas seconded a motion to approve the minutes of the November 18, 2021 Board of Trustees’ Meeting.

3-0 yes

ATTACHMENT 12/7/21 L

Hawke moved and Pizzino seconded a motion to approve the monthly reports for November 2021.

3-0 yes

ATTACHMENT 12/7/21 M

Hawke moved and Pizzino seconded a motion to approve the appropriation transfer request from account code 150.110.5387 Discretionary-American Rescue Plan Fund, to account code 150.110.5652 Equipment Purchase-American Rescue Plan, in the amount of \$321,848.00.

3-0 yes

**RESOLUTION 21-256 ATTACHED
FEDERAL GRANT POLICIES AND PROCEDURES**

Hawke moved and Thomas seconded a motion that whereas, Jackson Township has received a significant amount of Federal Grant monies as a result of the CARES Act and American Rescue Plan Act; and,

Whereas, as a result of receiving federal funds Jackson Township has or will have expenditures that exceed \$750,000.00 in federal funds in a fiscal year, necessitating the adoption of certain policies to meet federal requirements; and,

Whereas, Jackson Township on July 30, 2019 adopted a policy named Purchases Utilizing Federal Funds, amended on December 8, 2020.

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

1. The policy named Purchases Utilizing Federal Funds, adopted on July 30, 2019 and amended on December 8, 2020 (attached), is hereby rescinded, effective immediately.
2. The attached policy named Federal Grant Policies and Procedures is hereby adopted and approved as necessitated by the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (commonly referred to as the “Uniform Guidance”), effective immediately.

3-0 yes

**RESOLUTION 21-257 ATTACHED
2021 JEDD TAX DISTRIBUTION**

Hawke moved and Thomas seconded a motion that we hereby approve a transfer of the JEDD income taxes received totaling \$581,239.90 from General Fund codes 101.111.5965, 101.111.5958, 101.111.5959, and 101.111.5957 to Police Capital Fund 315 (receipt code 315..4991) in the amount of \$88,522.91, the Fire Capital Fund 318 (receipt code 318..4991) in the amount of \$88,522.91, the Highway Capital Fund 317 (receipt code 317..4991) in the amount of \$399,769.65, and the General Fund Capital Fund 319 in the amount of \$4,424.43 (receipt code 319..4991).

3-0 yes

**RESOLUTION 21-258 ATTACHED
GENERAL FUND ACCUMULATED BENEFITS #292**

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(B), we hereby amend attached Resolution No. 17-149, effective December 7, 2021, to now read as follows:

1. Establish a General Fund 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 \$100,000.00 from Account 101.111.5982 to be deposited in a special sub fund named the General Fund Special Revenue Fund #292, and can be supplemented if subsequently determined by the Board of Trustees and shall be established and maintained by the Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #292 – General Fund Special Revenue Fund, #292..4990 transfers in from General Fund, expense code #292.111.5140 General Fund Special Revenue Fund, Admin cost center, severance object code.

3-0 yes

RESOLUTION 21-259 ATTACHED

POLICE DEPARTMENT ACCUMULATED BENEFITS #295

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(B), we hereby amend attached Resolution Number 19-294, effective December 7, 2021, as follows:

1. Establish a Police 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 \$203,586.00 from Account 209.250.5964 to be deposited in a special sub fund named the Police Department Special Revenue Fund #295, 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 #295 – Police Special Revenue Fund, #295.000.4990 transfers in from Police Fund, expense code #295.250.5140 – Police Special Revenue Fund, Police operations cost center, severance pay object code.

3-0 yes

RESOLUTION 21-260 ATTACHED

POLICE DEPARTMENT CAPITAL PROJECTS FUND #315

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(C), we hereby amend attached Resolution No. 19-293, effective December 7, 2021, to now read as follows:

1. Establish a Capital Projects Fund #315, for the purpose of accumulating resources for the acquisition, construction or improvement of fixed assets for Police Department services through the performance of the projects described attached amended Exhibit A.

2. Authorize the transfer of monies set forth in Exhibit A totaling \$800,000.00 from Account 209.250.5965 to be deposited in a special fund named the Capital Projects Account Fund #315, bringing the total deposits to \$4,243,013.32, which is the amount to be accumulated in the Capital Projects Account and which said amount shall be accumulated over a ten year period from the effective date of this Resolution and shall be established, maintained and monies therein to be invested by the Township Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #315 – Police capital projects fund, Receipt #315.000.4990 – transfer in, Expense code #315.250.5652 – capital projects fund, Police cost center, equipment object code.

3-0 yes

RESOLUTION 21-261 ATTACHED

HIGHWAY DIVISION ACCUMULATED BENEFITS #294

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13B, we hereby amend attached Resolution Number 14-096, effective December 7, 2021, as follows:

1. Establish a Highway Division 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 \$200,000.00 from Account 204.310.5963 to be deposited in a special sub fund named the Highway Division Special Revenue Fund #294, 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 #294 – Highway Special Revenue Fund, #294.000.4990 transfers in from Highway Fund, expense code #294.310.5140 – Highway Special Revenue Fund, Highway operations cost center, severance pay object code.

3-0 yes

RESOLUTION 21-262 ATTACHED

HIGHWAY DEPARTMENT CAPITAL PROJECTS FUND #317

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(C), we hereby amend attached Resolution No. 20-208, effective December 7, 2021, to now read as follows:

1. Establish a Capital Projects Reserve Balance Account, Fund #317, for the purpose of accumulating resources for the acquisition, construction or improvement of fixed assets for Highway Department services through the performance of the projects described in attached Exhibit A.

2. Authorize the transfer and/or receipt of monies set forth in Exhibit A totaling \$1,800,000.00 from Account 203.310.5959 (\$400,000.00), Account 204.310.5959 (\$500,000.00), Account 205.310.5959 (\$150,000.00) and Account 211.310.5959 (\$750,000.00) to be deposited in a special fund named the Capital Projects Reserve Balance Account Fund #317 bringing the total deposits to \$7,856,627.50 which is the amount to be accumulated in the Reserve Balance Account and which said amount shall be accumulated over a ten year period from the effective date of this Resolution and shall be established, maintained and monies therein to be invested by the Township Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #317 – capital projects fund, Receipt #317.4990 – transfer in, Expense code #317.310.5387 – capital projects fund, highway cost center, road improvements object code and all expense codes on attached Exhibit A.

3-0 yes

RESOLUTION 21-263 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 December 7, 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 \$100,000.00 from Account 210.210.5962 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, #293.000.4990 transfers in from Fire Fund, expense code #293.210.5140 – Fire Special Revenue Fund, Fire operations cost center, severance pay object code.

3-0 yes

RESOLUTION 21-264 ATTACHED

FIRE DEPARTMENT CAPITAL PROJECTS FUND #318

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(C) we hereby amend attached Resolution No. 20-207, effective December 7, 2021, to now read as follows:

1. Establish a Capital Projects Reserve Balance Account, Fund #318, for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets for Fire Department services through the performance of the projects described in attached amended Exhibit A.

2. Authorize the transfer and/or receipt of monies set forth in attached amended Exhibit A totaling \$1,387,460.32 from Account 210.210.5958(\$1,289,241.32) and Account 228.210.5958 (\$98,219.00) to be deposited in a special fund named the Capital Projects Reserve Balance Account Fund #318 bringing the total deposits to \$3,510,673.46 which is the amount to be accumulated in the Reserve Balance Account and which said amount shall be accumulated over a ten year period from the effective date of this Resolution and shall be established, maintained, and monies therein to be invested by the Township Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #318 – fire capital projects fund, Receipt #318.4990 – transfer in, Expense codes #318.210.5658, 318.210.5660, and 318.210.5762 – capital projects fund, fire cost center, various object codes as described on attached amended Exhibit A.

3-0 yes

RESOLUTION 21-265 ATTACHED

FIRE LEVY RESERVE BALANCE ACCOUNT #420

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(A)(1), we hereby amend attached Resolution No. 19-290, effective December 7, 2021, to now read as follows:

1. Establish a Reserve Balance Account to accumulate currently available resources in the Fire Levy Fund for the purpose of stabilizing the Fire Department Budget against cyclical changes in revenues and expenditures as described in Exhibit A.

2. Authorize the transfer of monies set forth in Exhibit A totaling \$300,000.00 from the Fire District Levy Fund, 210.210.5967 to be deposited in the Fire District Levy Fund Reserve Balance Account #420.

3. Authorize the establishment of the following new codes in the accounting system: Fund #420 – Fire Reserve Balance Fund, Receipt #420.000.4990 transfers in from Fire Fund, and Expense code #420.210.5951 – Fire Reserve Balance fund, Fire operations cost center, transfer to #210 Fire fund object code.

3-0 yes

RESOLUTION 21-266 ATTACHED

PARK FUND ACCUMULATED BENEFITS #296

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(B), we hereby amend attached Resolution No. 18-247, effective December 7, 2021, as follows:

1. Establish a Park Fund 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 \$25,000.00 from Account 214.510.5984 to be deposited in a special sub fund named the Park Fund Special Revenue Fund #296, and can be supplemented if subsequently determined by the Board of Trustees and shall be established and maintained by the Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #296 – Park Fund Special Revenue Fund, #296.4990 transfers in from Park Fund, expense code #296.510.5140 Park Fund Special Revenue Fund, Park cost center, severance object code.

3-0 yes

RESOLUTION 21-267 ATTACHED

PARK LEVY FUND RESERVE BALANCE ACCOUNT #440

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(A)(1), we hereby amend attached Resolution No. 20-210, effective December 7, 2021, to now read as follows:

1. Establish a Reserve Balance Account to accumulate currently available resources in the Park Levy Fund for the purpose of stabilizing the Park Department Budget against cyclical changes in revenues and expenditures.

2. Authorize the transfer of \$25,000.00, per attached Exhibit A, from Account 214.510.5985 to be deposited in a special fund for Park Department operating purposes named Park Levy Reserve Balance Account Fund #440 and shall be established, maintained and the monies therein to be invested by the Township Fiscal Officer.

3. Authorize the establishment of the following new codes in the accounting system: Fund #440 – Park Reserve Balance Fund, Receipt #440.000.4990 transfers in from Park Fund, and Expense code #440.510.5952 – Park Reserve Balance fund, Park operations cost center, transfer to #214 Park fund object code.

3-0 yes

Routine Business

Announcements

- Next regular **Board of Trustees'** meeting, December 21, 2021, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **LOGIC** – December 16, 2021, 9:00 a.m., Jackson Township Hall
- **Zoning Meetings** – None scheduled at this time.
- **Santa's Mailbox**, December 1-15, 2021, located at front entrance of Township Administrative Building

- **Holiday in the Park**, Saturday, December 11, 2021, 5:00 p.m. to 7:00 p.m., Jackson North Park

Old Business – None

New Business – None

Public Speaks - None

Hawke moved and Pizzino seconded a motion to go into Executive Session for Police Department (Appointment/Employment/Compensation) – Interview Full-time Police Patrol Candidates.

3-0 yes

Hawke moved and Thomas seconded a motion to go into Executive Session for Zoning Department (Appointment/Employment/Compensation) – Interview Zoning Commission and Board of Zoning Appeals candidates.

3-0 yes

Hawke moved and Pizzino seconded a motion to go into Executive Session for Fire Department (Appointment/Employment/Compensation) – Discipline.

3-0 yes

Hawke moved and Pizzino seconded a motion to go into Executive Session for Fire Department (Appointment/Employment/Compensation) – Sick Leave.

3-0 yes

Upon return from Executive Session at 5:59 p.m., General Session resumed.

New Business

RESOLUTION 21-268 ATTACHED

POLICE DEPARTMENT FULL-TIME POLICE OFFICER CONDITIONAL APPOINTMENT

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 505.49 and 509.01, we hereby appoint Robert A. Huber, as a Full-Time Patrol Officer and Township Constable for the Jackson Township Police District, Stark County, Ohio, conditioned upon providing proof of Ohio Peace Officer Training Academy certification, successful completion of the background check, negative drug screen, and any other testing requirements.

3-0 yes

RESOLUTION 21-269 ATTACHED

POLICE DEPARTMENT FULL-TIME POLICE OFFICER CONDITIONAL APPOINTMENT

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 505.49 and 509.01, we hereby appoint Jun N Yan, as a Full-Time Patrol Officer and Township Constable for the Jackson Township Police District, Stark County, Ohio, conditioned upon providing proof of

Ohio Peace Officer Training Academy certification, successful completion of the background check, negative drug screen, and any other testing requirements.

3-0 yes

Hawke moved and Thomas seconded a motion to return to Executive Session.

3-0 yes

Upon return from Executive Session at 7:58 p.m., General Session continued.

ATTACHMENT 12/7/21 N

Hawke moved and Pizzino seconded a motion to appoint Justin J. Gantz to serve as a member of the Jackson Township Zoning Commission for a five-year term, from January 1, 2022 through December 31, 2026.

Hawke moved and Pizzino seconded a motion to appoint David J. Calevski to serve as a member of the Jackson Township Zoning Commission to complete an unexpired term, from January 1, 2022 through December 31, 2022.

Hawke moved and Pizzino seconded a motion to appoint Danielle R. Walton to serve as Alternate Member 1 of the Jackson Township Zoning Commission for a one-year term, from January 1, 2022 through December 31, 2022.

Hawke moved and Pizzino seconded a motion to appoint Dustin A. Wiggins to serve as Alternate Member 2 of the Jackson Township Zoning Commission for a one-year term, from January 1, 2022 through December 31, 2022.

3-0 yes

ATTACHMENT 12/7/21 O

Hawke moved and Pizzino seconded a motion to appoint Deborah C. Busby to serve as a member of the Jackson Township Board of Zoning Appeals for a five-year term, from January 1, 2022 through December 31, 2026.

**Hawke yes
Pizzino yes
Thomas abstain**

ATTACHMENT 12/7/21 O continued

Hawke moved and Pizzino seconded a motion to appoint Steven A. Gosney to serve as Alternate Member 1 of the Jackson Township Board of Zoning Appeals for a one-year term, from January 1, 2022 through December 31, 2022.

Hawke moved and Pizzino seconded a motion to appoint Randy R. Alexander to serve as Alternate Member 2 of the Jackson Township Board of Zoning Appeals for a one-year term, from January 1, 2022 through December 31, 2022.

3-0 yes

Hawke moved and Thomas seconded a motion to administer discipline as recommended by Chief Berczik.

3-0 yes

ATTACHMENT 12/7/21 P

Hawke moved and Thomas seconded a motion to approve the Sick Time Protection and Vaccine Incentive Program as attached with an adoption date of December 7, 2021 effective January 1, 2022 through December 31, 2022.

3-0 yes

Pizzino moved and Hawke seconded a motion to adjourn.

3-0 yes

Todd Hawke

Randy Gonzalez