

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

JANUARY 11, 2022

Hawke called the meeting to order at 4:08 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 Inspector Poindexter, Fire Chief Berczik, Police Chief Brink, and Public Works Director Rohn were also in attendance.

The Pledge of Allegiance was recited.

**RESOLUTION 22-001 ATTACHED
SEATING OF TRUSTEE JOHN E. PIZZINO**

Hawke moved and Thomas seconded a motion that in accordance with ORC Section 3.061, we hereby acknowledge the attached endorsement of Faithful Performance of Duty, effective January 1, 2022, has been added to the Township's OTARMA Insurance Policy, and further accept the attached Certificate of Election, Fiscal Officer's Notice to Take Oath, Oath of Office, and Certificate of Oath for John E. Pizzino.

Hawke	yes
Thomas	yes

**RESOLUTION 22-002 ATTACHED
SEATING OF TRUSTEE TODD J. HAWKE**

Pizzino moved and Thomas seconded a motion that in accordance with ORC Section 3.061, we hereby acknowledge the attached endorsement of Faithful Performance of Duty, effective January 1, 2022, has been added to the Township's OTARMA Insurance Policy, and further accept the attached Certificate of Election, Fiscal Officer's Notice to Take Oath, Oath of Office, and Certificate of Oath for Todd J. Hawke.

Pizzino	yes
Thomas	yes

Presiding Chairman Hawke turned the meeting over to Fiscal Officer Gonzalez.

Pizzino moved and Thomas seconded a motion to nominate Todd Hawke as Chairman. **3-0 yes**

Pizzino moved and Hawke seconded a motion to nominate Jim Thomas as Vice-Chairman. **3-0 yes**

Fiscal Officer Gonzalez turned the meeting over to Trustee Hawke.

ATTACHMENT 01/11/22 A

Hawke moved and Thomas seconded a motion to set the 2022 Board of Trustees' regular meetings on the second and fourth Tuesday of each month at the Jackson Township Administration Building, 4:00 p.m. Executive Session and/or Work Session, 5:00 p.m. General Session.

3-0 yes

ATTACHMENT 01/11/22 B

Hawke moved and Pizzino seconded a motion to approve the following 2022 Committee Representative list:

CIC-Community Improvement Corporation	Todd Hawke	Alt. Jim Thomas
CLOUT-Coalition of Large Ohio Urban Twps.	Jim Thomas	Alt. Mike Vaccaro
Department Head Meetings	All Trustees (rotation)	
Labor Management Meetings:		
Highway/Park/Maintenance	Jim Thomas	
Office & Clerical	John Pizzino	
Police (Patrol, Sgts., Lts.)	John Pizzino	
Fire (Firefighters, Fire Inspectors)	Todd Hawke	
LOGIC-Local Governments in Cooperation	John Pizzino, Trustee Tim Berczik, Fire Chief Mark Brink, Police Chief	Alt. Jim Thomas
SCOG-Stark County Council of Govts.	Randy Gonzalez	Alt. Jim Thomas
Stark County Tax Incentive Review Council (TIRC)		
Members	Jim Thomas, Randy Gonzalez	
Alternates	Alt. Mike Vaccaro	
Jackson Local School District Liaison	John Pizzino	
Jackson Township Tax Abatement Review Committee Members	Todd Hawke, Randy Gonzalez, Mike Vaccaro	
Haunted Hayride Committee	All Trustees	
Community Celebration Committee	All Trustees	
Amphitheater Committee	Todd Hawke, Randy Gonzalez	

3-0 yes

Hawke moved and Thomas seconded a motion to go into Executive Session for Administration Department Personnel (Appointment / Employment / Compensation) – Interview Full-time Receptionist Candidate.

3-0 yes

Hawke moved and Thomas seconded a motion to go into Executive Session for Fire Department Personnel (Appointment / Employment / Compensation) – Captain’s Vacancy.

3-0 yes

Hawke moved and Thomas seconded a motion to go into Executive Session for Police Department Personnel (Appointment / Employment / Compensation) – Full Time Officer Hiring Update.

3-0 yes

Upon return from Executive Session at 5:03 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.

Administration Department

RESOLUTION 22-003 ATTACHED PREVAILING WAGE COORINDATOR

Hawke moved and Thomas seconded a motion that in accordance with ORC Section 4115.071 we hereby designate and appoint Mary Smith, Legal Assistant, as Prevailing Wage Coordinator for 2022.

3-0 yes

ATTACHMENT 01/11/22 C

Hawke moved and Thomas 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, Canton, OH 44718.

3-0 yes

ATTACHMENT 01/11/22 D

Hawke moved and Thomas seconded a motion that we do not request a hearing for the Liquor Permit for La Loma 2 LLC DBA La Loma, 4794 Dressler Rd. NW, Jackson Township, Canton, OH 44718.

3-0 yes

RESOLUTION 22-004 ATTACHED TRANSFER TO AMPHITHEATER OPERATIONS FUND #207

Hawke moved and Pizzino seconded a motion that whereas on October 26, 2021, pursuant to Resolution 21-219, the Board of Trustees for Jackson Township, Stark County established the Amphitheater Operations Fund #207.

Whereas, on December 21, 2021, the Board of Trustees for Jackson Township, Stark County approved Administration Department Budget Module 22-06 to provide funding for the Amphitheater from the General Fund in the amount of \$453,950.00.

Be it resolved that, pursuant to attached ORC Section 5705.14(E), we hereby authorize the transfer of \$453,950.00 from Account 101.111.5975 to be deposited in a special revenue fund named Amphitheater Operations Fund #207.

3-0 yes

Legal Department

RESOLUTION 22-005 ATTACHED

DEPARTMENT OF DEVELOPMENT GRANT AGREEMENT – FIRST AMENDMENT

Hawke moved and Thomas seconded a motion that whereas, on December 3, 2018, the State of Ohio, Department of Development and Jackson Township, Stark County, Ohio entered into a grant agreement. Control Number SBIG20190375A.

Be it resolved that we hereby retroactively adopt and authorize the placement of the Board Chairman's signature upon the attached First Amendment to the Grant Agreement (Control Number SBIG20190375A), effective December 28, 2021.

3-0 yes

Gonzalez explained that this is the extension for the grant for the intersection of Keck Park Circle and State Route 241.

Police Department

ATTACHMENT 01/11/22 E

Hawke moved and Thomas seconded a motion to accept the attached resignation from full-time Police Patrol Officer and Constable, Yuri Vovk, effective December 27, 2021, at 0700 hours.

3-0 yes

RESOLUTION 22-006 ATTACHED

APPOINTMENT OF FULL TIME POLICE PATROL OFFICER

Hawke moved and Thomas seconded a motion that pursuant to ORC Sections 505.49 and 509.01, we hereby appoint Jun N. Yan to the position of full time Patrol Officer and Police Constable for the Jackson Township Police District Department, Stark County, Ohio, effective January 21, 2022 at 2200 hours, at the annual salary of \$61,629.76 and the benefits contained in the Patrol Officer's Negotiated Agreement between the Board of Trustees of Jackson Township and the Fraternal Order of Police, Ohio Labor Council, Inc.

Be it further resolved that, Jun N. Yan shall complete a probationary period in accordance with Article 36 of the Negotiated Agreement.

3-0 yes

RESOLUTION 22-007 ATTACHED

APPOINTMENT OF FULL TIME POLICE PATROL OFFICER

Hawke moved and Thomas seconded a motion that pursuant to ORC Sections 505.49 and 509.01, we hereby appoint Kyle D. Trsinar to the position of full time Patrol Officer and Police Constable for the Jackson Township Police District Department, Stark County, Ohio, effective January 28, 2022 at 2200 hours, at the annual salary of \$61,629.76 and the benefits contained in the Patrol Officer's Negotiated Agreement between the Board of Trustees of Jackson Township and the Fraternal Order of Police, Ohio Labor Council, Inc.

Be it further resolved that, Kyle D. Trsinar shall complete a probationary period in accordance with Article 36 of the Negotiated Agreement.

3-0 yes

RESOLUTION 22-008 ATTACHED

RECEIPT OF LAW ENFORCEMENT TRUST FUND REPORT

Hawke moved and Thomas seconded a motion that pursuant to Ohio Revised Code Section 2981.13(C)(3), we hereby acknowledge receipt of the attached report filed January 4, 2022, by the Jackson Police Department detailing the funds received and authorized expenditures pursuant to Ohio Revised Code Section 2981.13, for calendar year 2021.

3-0 yes

RESOLUTION 22-009 ATTACHED

DONATION OF POLICE DEPARTMENT EXPIRED EQUIPMENT

Hawke moved and Thomas seconded a motion that pursuant to Ohio Revised Code Section 505.10(A)(7), the Board of Jackson Township Trustees hereby finds the attached list of Police Department equipment is no longer needed for the use it was originally acquired, and said equipment has no value, and is unfit for use. We hereby authorize the discarding of the items listed to the Stark State College Law Enforcement Academy.

3-0 yes

RESOLUTION 22-010 ATTACHED

SALES TO STARK STATE COLLEGE – CRUISER

Hawke moved and Thomas seconded a motion that pursuant to ORC Section 505.101, the Board of Trustees of Jackson Township, Stark County, Ohio (hereafter Jackson Township) and the Stark State College agree that Jackson Township will sell AS IS to Stark State College (1) used 2014 Ford Interceptor SUV, VIN Number 1FM5K8AR1EGA70693 for a total price of \$5,000.00.

3-0 yes

RESOLUTION 22-011 ATTACHED

POLICE DEPARTMENT VEHICLE PURCHASE

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 125.04, we hereby adopt and authorize the placement of the Board Chairman's signature upon the attached contracts with Waikem Auto Group for the purchase of one (1) 2022 Ford Explorer Interceptor AWD (Hybrid) vehicle in the amount of \$37,886.00, and one (1) 2022 Ford Explorer Interceptor AWD vehicle in the amount of \$34,743.00 for a total purchase price of \$72,629.00 as the prices are lower than the prices listed in the State Purchasing Contract for the same equipment.

3-0 yes

Public Works Department

RESOLUTION 22-012 ATTACHED PUBLIC WORKS – GENERAL LABORER

Hawke moved and Thomas seconded a motion that pursuant to the Township’s Hiring Policy and ORC Section 511.10, Luke A. Jones is hereby appointed as full-time Public Works General Laborer for the Jackson Township Public Works Department, effective January 8, 2022, with a two year probationary period, who may receive an annual salary of \$41,600.00, and the benefits of a Class C employee as described in the Benefit Package for Management Personnel, contingent upon successful completion of a background check and any other requirements.

Be it further resolved that Luke A. Jones hiring is contingent on him obtaining a Commercial Driver’s License (Class B) one year from the aforementioned effective date.

3-0 yes

Highway Division

ATTACHMENT 01/11/22 F

Hawke moved and Pizzino seconded a motion to accept the attached retirement notice from full-time Highway Labor Specialist, Joseph W. Stonebrook, effective January 14, 2022, at 1530 hours.

3-0 yes

Rohn shared with the group that Mr. Stonebrook has been with Jackson Township for 44 ½ years. He has been a great township employee and has had a positive influence on new staff members.

RESOLUTION 22-013 ATTACHED 2022 PUBLIC WORKS DEPARTMENT MATERIALS BID

Hawke moved and Pizzino seconded a motion that we hereby authorize the attached Advertisement for Bids for 2022 Public Works Department Materials.

3-0 yes

Park Division

Hawke moved and Thomas seconded a motion to accept a donation in the amount of \$1,750.00 from the Mahoney Family Foundation.

3-0 yes

Central Maintenance Division

RESOLUTION 22-014 ATTACHED INTERNET AUCTION OF TOWNSHIP PROPERTY

Hawke moved and Thomas seconded a motion that whereas, Ohio Revised Code Section 505.10(D) requires the Jackson Township Board of Trustees to adopt a resolution during each calendar year expressing its intent to dispose of surplus, unneeded, obsolete, or unfit personal property through the use of an internet auction;

Be it resolved that the Jackson Township Board of Trustees hereby expresses its intent to dispose of surplus, unneeded, obsolete, or unfit personal property by internet-based auction during the calendar year of 2022; and

Be it further resolved that the personal property disposed of through the internet-based auction may include, as specified in ORC 505.10(D), motor vehicles acquired for the use of township officers and departments, road machinery, car parts, equipment, tools and office equipment or supplies which are not needed, obsolete, or unfit for the public use for which it was acquired; and

Be it further resolved that all property is offered for sale “as is, where is” with Jackson Township making no warranty, guarantee, or representation of any kind expressed or implied, as to the condition of said items; and that any computers sold via internet-based auction shall have their hard drive either wiped utilizing US Department of Defense standards or the hard drive will be removed; and the Buyer will receive notification by email from the Jackson Township auction and be required to make payment in full via US currency, certified cashier’s check, money order or company check (with bank letter guaranteeing funds) within (5) business days from the time and date of said notification; and the Buyer will be responsible for removal of said items from the Jackson Township facility within ten (10) days of receipt of said notification; and

Be it further resolved that the number of days of bidding for each auction, in accordance with ORC 505.10(D), will be at least fifteen (15) days, including Saturdays, Sundays, and legal holidays; and

Be it further resolved that the Township Administrator may enter into and sign a Memorandum of Understanding with an internet-based auction company in order to effectuate the disposal of surplus, unneeded, obsolete, or unfit personal property. Further, the Township Administrator, or his designee shall manage the 2022 internet auction program; and

Be it further resolved that the Fiscal Officer shall publish in a newspaper of general circulation, notice of its intent to sell surplus, unneeded, obsolete, and unfit-for-use township personal property by internet-based auction to be published once; and

Be it further resolved that a similar notice shall be posted continuously throughout the calendar year in a conspicuous place in the offices of the Jackson Township Board of Trustees and in addition shall be posted continuously on the Township website (www.jacksontwp.com); with a link to the respective internet based auction company chosen to handle the particular sale; and

Be it further resolved that when property is to be sold by internet-based auction, the Jackson Township Board of Trustees or its representatives reserve the right, at a later date, to establish a minimum price that will be accepted for specific items and may establish any other terms and conditions for the particular sale, including but not limited to requirements for pick-up or delivery, method of payment, and payment of sales tax in accordance with applicable laws; and

Be it further resolved that such information shall be provided on the internet at the time of the auction and may be provided before that time upon request after the terms and conditions have been determined by the Board or its representatives;

Be it further resolved that the Board of Jackson Township Trustees hereby authorizes the disposition of surplus, unneeded, obsolete, or unfit township personal property via internet-based auction in calendar year 2022.

3-0 yes

**RESOLUTION 22-015 ATTACHED
VEHICLE PURCHASE**

Hawke moved and Thomas seconded a motion to adopt and authorize the placement of the Board President's signature upon the attached contract with Vandevere Chevrolet Commercial Trucks for the purchase of one (1) 2022 Chevrolet Silverado 2500 HD (CK20903) 4WD Regular Cab 8FT Service Utility Truck for \$52,894.00.

3-0 yes

Fire Department

Hawke moved and Thomas seconded a motion to accept a donation in the amount of \$50.00 from Joyce A. Teeple.

3-0 yes

Hawke moved and Thomas seconded a motion to accept a donation of a \$50.00 Giant Eagle Gift Card from Chris and Jessie Neidert.

3-0 yes

ATTACHMENT 01/11/22 G

Hawke moved and Thomas seconded a motion to approve an unpaid leave of absence for December 22, 2021 (2030-0800), December 25, 2021, and December 28, 2021, for Firefighter/Paramedic, Andrew Kendrick, with the exception that the unpaid leave of absence terminates if the employee returns to work full-time without restriction, or separates from Township employment, or separates pursuant to an OP&F approved benefit. The Employee shall be responsible for his employee share of extended health benefits from December 22, 2021 through December 28, 2021.

3-0 yes

Fiscal Office

ATTACHMENT 01/11/22 H

Hawke moved and Thomas seconded a motion to pay the bill in the amount of \$1,153,372.37.

3-0 yes

ATTACHMENT 01/11/22 I

Hawke moved and Thomas seconded a motion to approve the minutes of the December 21, 2021 Board of Trustees' Meeting.

3-0 yes

ATTACHMENT 01/11/22 J

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

3-0 yes

ATTACHMENT 01/11/22 K

Hawke moved and Pizzino seconded a motion to approve the appropriation transfers for year-end balancing, for a total transfer of \$5,982.31 as follows:

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
101.110.5220	Admin-Hospitalization	101.110.5214	Admin-Medicare	\$ 390.95
101.110.5385	Admin-Other	101.110.5484	Admin-Gas	\$ 124.57
101.110.5385	Admin-Other	101.110.5490	Admin-Sewer	\$ 471.72
101.111.5805	State Fees	101.111.5804	County Auditor Fee	\$ 0.21
101.115.5523	Cent Mtce-Supplies	101.115.5522	Cent Mtce-Parts	\$ 250.05
101.140.5385	Legal-Other	101.140.5432	Legal-Computer Services	\$ 109.85
101.150.5385	Fiscal-Other	101.150.5504	Fiscal-Office Supplies	\$ 12.37
209.250.5387	Police-Discretionary	209.250.5480	Police-Telephone	\$ 475.00
209.250.5387	Police-Discretionary	209.250.5490	Police-Sewer	\$ 294.68
209.255.5110	Police-Regular Salaries	209.255.5120	Police Patrol Overtime	\$ 2,616.91
210.210.5385	Fire-Other	210.211.5490	Fire-Sewer	\$ 304.68
210.210.5385	Fire-Other	210.210.5804	Fire-County Auditor Fee	\$ 4.70
214.510.5387	Park-Discretionary	214.510.5492	Park-Trash	\$ 421.44
214.510.5387	Park-Discretionary	214.525.5488	Park-Water	\$ 505.18
			TOTAL	\$ 5,982.31

3-0 yes

ATTACHMENT 01/11/22 L

Hawke moved and Thomas seconded a motion to request the advance of Property Taxes Collected from Stark County Auditor’s Office.

3-0 yes

Gonzalez addressed the group about a TREX Liquor License. The Board has used TREX licenses mostly for economic development. There is one that was granted to a business that has now gone out of business. Since the business is no longer in existence, the Department of Liquor Control took the license back and it is out of Jackson Township. This process worked exactly like it was supposed to.

Routine Business

Announcements

- Next regular **Board of Trustees’** meeting, January 25, 2022, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **LOGIC**, February 3, 2022, 9:00 a.m., Jackson Safety Center
- **Board of Zoning Appeals**, January 13, 2022, 5:00 p.m. and February 10, 2022 at 5:00 p.m., Jackson Township Hall

- **Yard Debris/Waste Site**, closing date January 17, 2022

Old Business - None

New Business

**RESOLUTION 22-016 ATTACHED
FULL TIME RECEPTIONIST CONDITIONAL APPOINTMENT**

Hawke moved and Pizzino seconded a motion that we hereby appoint Courtney E. Barson to the full-time position of Receptionist/Secretary for the Jackson Township Administration Department, Stark County, Ohio, conditioned upon successful completion of the background check, negative drug screen, and any other testing requirements.

3-0 yes

**RESOLUTION 22-017 ATTACHED
FIRE DEPARTMENT CAPTAIN APPOINTMENT**

Hawke moved and Pizzino section a motion that pursuant to Step 6 of the Notice of Examination, ORC Section 505.38, and the Township’s Personnel Hiring Policy, we hereby appoint Adam M. Silla to the position of Full Time Fire Department Captain, effective January 24, 2022 at 0800 hours, at the base Captain rate (\$28.3856 per hour) as set forth in the Negotiated Agreement with Jackson Township and the Jackson Township Professional Firefighters Local 2280, IAFF.

3-0 yes

ATTACHMENT 01/11/22 M

Vaccaro explained that on December 21, 2021, the Board approved the resignation of Full Time Fire Department Captain Robert Leahy. Captain Leahy would like to update his notice to reflect that his resignation is due to retirement. He has asked the Board to reconsider their motion and have it recorded as a retirement.

Hawked moved and Thomas seconded to rescind the motion of December 21, 2021 accepting the resignation of Robert Leahy and to accept Robert Leahy’s notice of retirement.

3-0 yes

ATTACHMENT 01/11/22 N

Vaccaro addressed the Board about the Jackson Township Sick Time Protection and Vaccine Incentive Program that was adopted on December 7, 2021 with an effective date of January 1, 2022. Vaccaro asked the Board to consider modifying the effective date of the Vaccination Incentive Program back to November 1, 2021 based on the data on the State of Ohio COVID’s website showing an uptick in cases during that time period. He reminded the Board that the funds used to support this program are American Rescue Plan Act (ARP) funds.

Hawke moved and Thomas seconded to amend the Jackson Township Sick Time Protection and Vaccine Incentive Program to make the effective date November 1, 2021.

3-0 yes

Public Speaks – None

Hawke moved and Thomas seconded a motion to adjourn.

3-0 yes

Todd Hawke

Randy Gonzalez