

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

JANUARY 4, 2023

Hawke called the meeting to order at 9:00 a.m. at the Jackson Township Hall with Trustees Todd Hawke and John Pizzino present. Fiscal Officer Gonzalez, Administrator/Law Director Vaccaro, Fire Chief Berczik, Police Chief Brink, and Public Works Director Rohn were also in attendance.

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

Vaccaro noted for the record that Trustee Thomas resigned effective January 2, 2023, so there is a vacancy for Trustee.

Pizzino nominated Todd Hawke as Chairman.

Hawke – yes
Pizzino - yes

Hawke nominated Jim Pizzino as Vice-Chairman.

Hawke – yes
Pizzino - yes

Fiscal Officer Gonzalez turned the meeting over to the newly appointed Chairman, Todd Hawke.

ATTACHMENT 01/04/23 A

Hawke moved and Pizzino seconded a motion to set the 2023 Board of Trustees' regular meetings on the second and fourth Tuesdays 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.

2-0 yes

ATTACHMENT 01/04/23 B

Hawke moved and Pizzino seconded a motion to approve the following 2023 Committee Representative list:

CIC-Community Improvement Corporation	Todd Hawke	Alt. Trustee
CLOUT-Coalition of Large Ohio Urban Twps.	Mike Vaccaro	Alt. Trustee
Department Head Meetings	All Trustees (rotation)	
Labor Management Meetings:		
Highway/Park/Maintenance	Trustee	
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. Trustee
SCOG-Stark County Council of Govts.	Randy Gonzalez	Alt. Trustee
Stark County Tax Incentive Review Council (TIRC)		
Members	Randy Gonzalez, Trustee	
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	

2-0 yes

Hawke called the General Session to order and requested all cell phones be silenced at this time.

The Pledge of Allegiance was recited.

Administration Department

**RESOLUTION 23-001 ATTACHED
PREVAILING WAGE COORINDATOR**

Hawke moved and Pizzino 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 2023.

2-0 yes

ATTACHMENT 01/04/23 C

Hawke moved and Pizzino seconded a motion that we do not request a hearing for the Liquor Permit for Reserve at Stone Creek LLC, 7840-A Wales Ave NW, Jackson Township, North Canton, OH 44720.

2-0 yes

Police Department

RESOLUTION 23-002 ATTACHED

STARK COUNTY LAW ENFORCEMENT TRAINING FACILITY AGREEMENT

Hawke moved and Pizzino seconded a motion that we hereby authorize the placement of our signatures upon the attached Agreement for use of the Stark County Law Enforcement Training Facility.

2-0 yes

RESOLUTION 23-003 ATTACHED

STARK COUNTY COMBINED GENERAL HEALTH DISTRICT MOU

Hawke moved and Pizzino seconded a motion that we hereby authorize the placement of the Police Chief's signature upon the attached MOU with the Stark County Combined General Health District.

2-0 yes

Public Works Department

Hawke moved and Pizzino seconded a motion to accept a \$50.00 gift card from Beaver Constructors, Inc.

2-0 yes

Highway Division

RESOLUTION 23-004 ATTACHED

2023 PUBLIC WORKS DEPARTMENT MATERIALS BID

Hawke moved and Pizzino seconded a motion that we hereby authorize the attached Advertisement for Bids for 2023 Public Works Department Materials.

2-0 yes

RESOLUTION 23-005 ATTACHED

OHIO DEPARTMENT OF TRANSPORTATION PURCHASING

Hawke moved and Pizzino seconded a motion that whereas, Section 5513.01 (B) provides the opportunity for Counties, Townships, Municipal Corporations, Conservancy Districts, Township Park Districts, Park Districts created under Chapter 1545 of the Revised Code, Port Authorities, Regional Transit Authorities, Regional Airport Authorities, Regional Water and Sewer Districts, County Transit Boards, State Universities or Colleges to participate in contracts of the Ohio Department of Transportation for the purchase of machinery, material, supplies or other articles.

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

SECTION 1

That Richard R. Rohn, Public Works Director, hereby requests authority in the name of the Board of Trustees of Jackson Township, Stark County, Ohio to participate in the Ohio Department of Transportation contracts for the purchase of machinery, materials, supplies or other articles which the Department has entered into pursuant to Ohio Revised Code Section 5513.01 (B).

SECTION 2

That Richard R. Rohn, Public Works Director, is hereby authorized to agree in the name of the Board of Trustees of Jackson Township, Stark County, Ohio, to be bound by all terms and conditions as the Director of Transportation prescribes.

SECTION 3

That Richard R. Rohn, Public Works Director, is hereby authorized to agree, in the name of the Board of Trustees of Jackson Township, Stark County, Ohio to directly pay vendors, under each such contract of the Ohio Department of Transportation in which the Board of Trustees participates, for items it receives pursuant to the contract.

SECTION 4

That the Board of Trustees of Jackson Township, Stark County, Ohio, agrees to be responsible for resolving all claims or disputes arising out of its participation in the cooperative purchasing program under Section 5513.01 (B) of the Ohio Revised Code. The Board of Trustees of Jackson Township, Stark County, Ohio agrees to waive any claims, actions, expenses, or other damages arising out of its participation in the cooperative purchasing program which the Board of Trustees may have or claim to have against ODOT or its employees, unless such liability is the result of negligence on the part of ODOT or its employees.

2-0 yes

Park Division

ATTACHMENT 01/04/23 D

Hawke moved and Pizzino seconded a motion to accept a donation of \$2,300.00 from the Mahoney Family Foundation.

2-0 yes

Hawke moved and Pizzino seconded a motion to accept the following sponsorship donations to the 2023 Community Celebration:

- 1. \$500.00 from DeHoff Development Company
- 2. \$500.00 from Design Restoration & Reconstruction, Inc.
- 3. \$100.00 from GBC Design, Inc.

2-0 yes

Central Maintenance Division

RESOLUTION 23-006 ATTACHED INTERNET AUCTION OF TOWNSHIP PROPERTY

Hawke moved and Pizzino 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 2023; 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 2023 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 2023.

2-0 yes

Fire Department

ATTACHMENT 01/04/23 E

Hawke moved and Pizzino seconded a motion to accept the attached resignation from part-time Fire Secretary 2, Lindsey A. Johnston, effective, January 13, 2023, at 1630 hours.

2-0 yes

RESOLUTION 23-007 ATTACHED

EMERGENCY MANAGEMENT ASSISTANCE COMPACT – INTERGOVERNMENTAL AGREEMENT

Hawke moved and Pizzino seconded a motion that in accordance with Ohio Revised Code Sections 5502.22, 5502.29, 5502.291 and 5502.40 we hereby authorize the Administrator/Law Director, Michael B. Vaccaro, to sign the attached Intergovernmental Agreement between Jackson Township and the Ohio Emergency Management Agency.

2-0 yes

Chief Berczik announced that late on the previous evening, the Fire Department got word that they were going to be awarded a \$450,000 monitor grant. He also indicated that they had a 10% match for that grant.

Fiscal Office

ATTACHMENT 01/04/23 F

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$647,057.85.

2-0 yes

ATTACHMENT 01/04/23 G

Hawke moved and Pizzino seconded a motion to approve the minutes of the December 20, 2022 Board of Trustees' Meeting.

2-0 yes

ATTACHMENT 01/04/23 H

Hawke moved and Pizzino seconded a motion to approve the monthly reports for December 2022. **2-0 yes**

ATTACHMENT 01/04/23 I

Hawke moved and Pizzino seconded a motion to approve the following appropriation transfers for a total transfer of \$5,729.69:

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
150.110.5387	ARP Discretionary Fund	150.210.5110	Reg Salaries – Fire	\$ 4,317.38
		150.210.5210	Pension P/U – Fire	\$ 314.61
		150.210.5212	Pension ER – Fire	\$ 1,036.17
		150.210.5214	Medicare – Fire	\$ 61.53
			TOTAL	\$ 5,729.69

2-0 yes

ATTACHMENT 01/04/23 J

Hawke moved and Pizzino seconded a motion to approve the appropriation transfers for year-end balancing, for a total transfer of \$46,318.86:

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
101.150.5220	Hospitalization – Fiscal	101.150.5224	Life Ins – Fiscal	\$ 0.10
206.206.5220	Hospitalization – PW	206.206.5224	Life Ins – PW	\$ 3.34
207.530.5220	Hospitalization – Amph	207.530.5214	Medicare – Amph	\$ 30.53
209.255.5120	OT Wages – Patrol	209.255.5122	Step OT Wages – Patrol	\$ 34,831.64
209.250.5652	Equipment – Police	209.250.5526	Fuel – Police	\$ 10,375.26
101.110.5385	Other – Admin	101.110.5490	Sewer – Admin	\$ 471.72
210.210.5385	Other – Fire	210.210.5480	Telephone – Fire	\$ 301.59
210.210.5385	Other – Fire	210.211.5490	Sewer – Fire Station #1	\$ 304.68
			TOTAL	\$ 46,318.86

2-0 yes

Gonzalez commended the Trustees and Department Heads for a great 2022.

Routine Business

Announcements

- Next regular **Board of Trustees’** meeting, January 10, 2023, 1:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **CIC**, January 19, 2023, 9:00 a.m., Jackson Township Hall.
- **LOGIC**, January 5, 2023, 9:00 a.m., Jackson Safety Center – Chief’s Conference Room.
- **Zoning Meetings:** (Jackson Township Hall)

- **Zoning Commission** – January 19, 2023, 5:00 p.m.
- **Board of Zoning Appeals** – None Scheduled
- **Yard Debris/Waste Site**, closing for the 2022 season on Monday, January 16, 2023 at 6:00 p.m.

Old Business - None

New Business - None

Public Speaks – None

Hawke moved and Pizzino seconded a motion to go into Executive Session for Administration Department Personnel (Appointment / Employment / Compensation) – Trustee Applicant Interviews.

Hawke – yes
Pizzino – yes

Upon return from Executive Session at 5:07 p.m., General Session resumed.

Public Works Department

Amphitheater Division

5:00 Bid Opening (Amphitheater Concession Project)

1. Seitz Builders	\$528,700.00
2. Imhoff Construction Services, Inc.	\$597,516.00
3. NL Construction Corp.	\$636,666.00
4. Fred Olivieri Construction Co.	\$645,500.00
5. Dunlop & Johnston, Inc.	\$700,500.00

The bids will be reviewed and presented at the next meeting.

Hawke moved and Pizzino seconded a motion to go to Executive Session for Administration Department Personnel (Appointment / Employment / Compensation) – Trustee Applicant Interviews.

Hawke – yes
Pizzino – yes

Pizzino moved and Hawke seconded a motion to adjourn at 6:20 p.m.

2-0 yes

Todd Hawke

Randy Gonzalez