

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

JANUARY 9, 2024

Hawke called the meeting to order at 4:05 p.m. at the Jackson Township Hall with Trustees Todd Hawke, John Pizzino, and Justin Hardesty present. Fiscal Officer Gonzalez, Administrator/Law Director Vaccaro, Fire Chief Berczik, Police Chief Brink, and Public Works Director Rohn were also in attendance.

He requested that all cell phones be silenced at this time.

The Pledge of Allegiance was recited.

Fiscal Officer Randy Gonzalez administered the Oath of Office to Trustee Justin B. Hardesty.

RESOLUTION 24-001

SEATING OF TRUSTEE JUSTIN B. HARDESTY

Hawke moved and Pizzino 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, 2024, 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 Justin B. Hardesty.

Hawke	yes
Pizzino	yes

There was a brief recess for photos.

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

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

Hawke moved and Hardesty seconded a motion to nominate John Pizzino as Vice-Chairman.
3-0 yes

Fiscal Officer Gonzalez turned the meeting over to Trustee Hawke.

ATTACHMENT 01/09/24A

Hawke moved and Hardesty seconded a motion to set the 2024 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 01/09/24B

Hawke moved and Pizzino seconded a motion to approve the following 2024 Committee Representative list:

CIC-Community Improvement Corporation	Todd Hawke	Alt. Justin B. Hardesty
CLOUT-Coalition of Large Ohio Urban Twps.	Mike Vaccaro	Alt. Trustee
Department Head Meetings	All Trustees (rotation)	
Labor Management Meetings:		
Highway/Park/Maintenance	Justin B. Hardesty	
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. John Pizzino
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	

3-0 yes

There was a work session to discuss the Amphitheater concert schedule for 2024.

Hawke moved and Hardesty seconded a motion to go into Executive Session for Administration Department Personnel (Appointment / Employment / Compensation) – Interview Candidate for Economic Development Director.

3-0 yes

Hawke moved and Hardesty seconded a motion to go into Executive Session for conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action..

3-0 yes

Upon return from Executive Session at 5:23 p.m., Hawke called the General Session to order.

Administration Department

RESOLUTION 24-002

CYBER DATA ANALYSIS - ANKURA

Hawke moved and Hardesty seconded a motion that we hereby adopt and authorize the placement of the Board Chairman's signature upon the attached Letter of Engagement and Statement of Work for Step 1 data mining with Ankura. The cost associated with the analysis to be borne by the Township's insurance carrier.

3-0 yes

RESOLUTION 24-003

PREVAILING WAGE COORDINATOR

Hawke moved and Hardesty 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 2024.

3-0 yes

Police Department

Hawke moved and Hardesty seconded a motion to accept the following donations:

1. \$5,000.00 from Toyota of North Canton
2. \$400.00 from Nancy K.Grimes.
3. \$50.00 from Barbara L. McCaffrey.

3-0 yes

ATTACHMENT 01/09/24C

Hawke moved and Hardesty seconded a motion to approve the Negotiated Agreement between the Jackson Township Board of Trustees and the Fraternal Order of Police, Ohio Labor Council Inc. (Patrol), effective January 1, 2024 to December 31, 2026, and to authorize the Board of Trustees to sign said negotiated agreement.

3-0 yes

ATTACHMENT 01/09/24D

Hawke moved and Hardesty seconded a motion to authorize out-of-state travel for Lori Foutz and Lt. Jason Coppock to attend Tyler Technologies training in Indianapolis, Indiana on May 19, 2024 through May 22, 2024, in accordance with the Jackson Township Travel Policy. Estimated costs attached as of 12/19/2023.

3-0 yes

RESOLUTION 24-004

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 with the Stark County Sheriff for the use of the Stark County Law Enforcement Training Facility, effective January 1, 2024 through December 31, 2024.

3-0 yes

Public Works Department

ATTACHMENT 01/09/24E

Hawke moved and Pizzino seconded a motion to authorize the closing of the yard debris waste site for the 2023 season on January 15, 2024 at 6:00 p.m.

3-0 yes

Highway Division

RESOLUTION 24-005

2024 PUBLIC WORKS DEPARTMENT MATERIALS BID

Hawke moved and Pizzino seconded a motion that we hereby authorize the attached Advertisement for Bids for 2024 Public Works Department Materials.

3-0 yes

RESOLUTION 24-006

COMMUNITY PARKWAY STREET LIGHTING UPGRADE PROJECT AWARD

Hawke moved and Pizzino seconded a motion that we hereby determine that Thompson Electric, Inc. is the lowest and best bidder for the Community Parkway Street Lighting Upgrade Project and hereby award a Contract to them in the amount of \$299,719.22 in accordance with the Company's proposal and the Specifications and authorize the placement of the Board's signatures on the Contract.

3-0 yes

Trustee Pizzino asked Mr. Rohn for an update on possible intersection projects. Mr. Rohn said that he has a meeting with the City of Green & the Stark County Engineers Office for a potential roundabout at the intersection of Arlington Ave. and Mt. Pleasant. Rohn added that this intersection is difficult in terms of sight distance, elevation and terrain. The guardrail was replaced three times in four years. Trustee Pizzino asked about putting a roundabout at Mudbrook Rd. and Arlington Ave. Rohn said that we are putting together information to send to engineers to get drawings done to see what a roundabout would look like in that area. This intersection sees a lot of congestion during school hours.

Park Division

Hawke moved and Hardesty seconded a motion to accept the following sponsorship donations for the 2024 Community Celebration:

- 1. \$1,000.00 from VASCO Asphalt Company.

3-0 yes

ATTACHMENT 01/09/24F

Hawke moved and Hardesty seconded a motion to set the 2024 Park Events schedule as follows:

Event	2024
Yard Waste Opening	3/22/2024
Easter Egg Hunt	3/23/2024
Fishing Derby	5/4/2024
Movie in the Park	5/24/2024
Celebration	6/19-22/2024
Car Show	7/19/2024
Farmers Market	7/11/2024-9/26/2024
Movie in the Park	8/10/2024
Haunted Hayride	10/19/2024
Skating Rink	11/9/2024
Santa’s Mailbox	12/1-15/2024
Holiday in the Park	12/14/2024
Yard Waste Closure	1/17/2025

3-0 yes

Central Maintenance Division

RESOLUTION 24-007

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 2024; 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 2024 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 2024.

3-0 yes

RESOLUTION 24-008

PUBLIC WORKS TIRE CHANGER AND BALANCER PURCHASE

Hawke moved and Hardesty seconded a motion that we hereby adopt and authorize the placement of the Board Chairman's signature upon the attached Quotes from Smith Garage Equipment, Inc. for the purchase of a Tire Changer and Balancer in the amount of \$49,505.50.

3-0 yes

Fire Department

Hawke moved and Hardesty seconded a motion to accept a donation in the amount of \$10,000.00 from Thelma J. Potter.

3-0 yes

Hawke moved and Hardesty seconded a motion to accept a donation of tree trimming services at Station 3 valued at \$3,800.00 from Haymaker.

3-0 yes

Hawke moved and Hardesty seconded a motion to accept a donation in the amount of \$1,368.00 from Sweet Smiles, Inc., (DBA Romeo's Pizza)

3-0 yes

ATTACHMENT 01/09/24G

Hawke moved and Hardesty seconded a motion to adopt and authorize the placement of the Fire Chief and Administrator/Law Director's signatures on the attached Memorandum of Understanding with the Jackson Township Professional Firefighters, Local 2280, IAFF (Captains and Firefighters), effective immediately.

3-0 yes

Fiscal Office

ATTACHMENT 01/09/24H

Hawke moved and Hardesty seconded a motion to pay the bill in the amount of \$1,177,950.91.

3-0 yes

ATTACHMENT 01/09/24I

Hawke moved and Pizzino seconded a motion to approve the minutes of the December 12, 2023 Board of Trustees' Meeting.

3-0 yes

ATTACHMENT 01/09/24J

Hawke moved and Pizzino seconded a motion to approve the minutes of the December 13, 2023 Board of Trustees' Meeting.

3-0 yes

ATTACHMENT 01/09/24K

Hawke moved and Pizzino seconded a motion to approve the minutes of the December 19, 2023 Board of Trustees' Meeting.

3-0 yes

ATTACHMENT 01/09/24L

Hawke moved and Pizzino seconded a motion to approve the monthly reports for December 2023.

3-0 yes

ATTACHMENT 01/09/24M

Hawke moved and Pizzino seconded a motion to approve the appropriation transfers for year-end balancing, for a total transfer of \$8,251.33 as follows:

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
101.110.5488	Admin-Water	101.110.5484	Admin-Gas (Utility)	\$ 22.59
101.110.5488	Admin-Water	101.110.5485	Admin-Electric	\$ 120.87
101.110.5299	Admin-Disc. Pers. Serv.	101.110.5214	Admin-Medicare	\$ 82.86
101.110.5299	Admin-Disc. Pers. Serv.	101.110.5224	Admin-Life Insurance	\$ 6.37
101.140.5299	Legal-Disc. Pers. Serv.	101.140.5120	Legal-Overtime	\$ 10.32
101.140.5299	Legal-Disc. Pers. Serv.	101.140.5212	Legal-Pension	\$ 1,148.82
101.150.5220	Fiscal-Hospitalization	101.150.5458	Fiscal-Profess. Serv.	\$ 1,852.63
204.310.5387	Hwy-Discretionary	204.310.5340	Hwy-Legal Ads	\$ 224.59
209.226.5212	Pension-Police SSO's	209.268.5112	Wages-Police SSO's	\$ 3,087.36
213.160.5387	Zoning-Discretionary	213.160.5340	Zoning-Legal Ads	\$ 3.78
214.510.5387	Park-Discretionary	214.510.5492	Park-Trash	\$ 121.25
214.510.5387	Park-Discretionary	214.520.5490	North Park Sewer	\$ 248.40
214.510.5387	Park-Discretionary	214.525.5490	South Park Sewer	\$ 96.56
214.510.5387	Park-Discretionary	214.535.5490	Fisher Park Sewer	\$ 248.40
210.214.5488	Fire Station 4-Water	210.214.5492	Fire Station 4-Trash	\$ 17.98
210.215.5488	Fire Station 5- Water	210.215.5485	Fire Station 5-Electric	\$ 83.53
211.310.5387	Hwy-Discretionary	211.310.5606	Hwy-Resurfacing	\$ 875.02
			TOTAL	\$ 8,251.33
				3-0 yes

Routine Business

Announcements

- Next regular **Board of Trustees'** meeting, January 23, 2024, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **CIC Meeting** – January 18, 2024, 8:30 a.m., Jackson Township Hall
- **LOGIC**, February 1, 2024, 9:00 a.m., Jackson Township Hall
- **Zoning Meetings: - Jackson Township Hall**
 - **Board of Zoning Appeals**
 - **January 11, 2024 at 5:00 p.m.**
 - **January 25, 2024 at 5:00 p.m.**
 - **Zoning Commission – None scheduled**

Old Business - None

New Business

RESOLUTION 24-009

ECONOMIC DEVELOPMENT DIRECTOR

Hawke moved and Hardesty seconded a motion that pursuant to ORC Section 511.10, Courtney E Barson is hereby appointed full-time Economic Development Director for Jackson Township Administration Department, effective January 13, 2024 who may receive an annual salary of \$55,000, and benefits of a Class B employee as described in the Benefit Package for Management Personnel (hired after July 1, 2012).

3-0 yes

Public Speaks – None

Hawke moved and Hardesty seconded a motion to adjourn.

3-0 yes

Todd Hawke

Randy Gonzalez