

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

FEBRUARY 27, 2024

Hawke called the meeting to order at 3:07 p.m. at the Jackson Township Hall with Trustees Todd Hawke, Justin Hardesty, and John Pizzino present. Fiscal Officer Gonzalez, Administrator/Law Director Vaccaro, Fire Chief Berczik, Police Chief Brink, Zoning Inspector Poindexter, and Public Works Director Rohn were also in attendance.

The first order of business was a work session to discuss the Christmas Lighting presented by Nick Olinger, E-Waste pickup, April 8th, and Amphitheater Front Stage Structure.

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

Hawke – yes
Hardesty - yes
Pizzino – yes

Hawke moved and Hardesty seconded a motion to go into Executive Session for Zoning Department Personnel (Appointment / Employment / Compensation) – Interview Assistant Zoning Inspector Candidate.

Hawke – yes
Hardesty - yes
Pizzino – yes

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

Hawke – yes
Hardesty - yes
Pizzino – yes

Hawke moved and Hardesty seconded a motion to go into Executive Session for Administration Department Personnel (Appointment / Employment / Compensation) – Management Package Compensation (Class B, C, and D).

Hawke – yes
Hardesty - yes
Pizzino – yes

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

Hawke – yes
Hardesty - yes
Pizzino – yes

Hawke called the General Session to order at 5:05 p.m. He requested that all cell phones be silenced at this time.

The Pledge of Allegiance was recited.

Public Speaks - None

Police Department

RESOLUTION 24-035

APPOINTMENT OF FULL TIME POLICE PATROL OFFICER

Hawke moved and Hardesty seconded a motion that pursuant to ORC Sections 505.49 and 509.01, we hereby appoint Jena M. Dugan to the position of full time Patrol Officer and Police Constable for the Jackson Township Police District Department, Stark County, Ohio, effective March 2, 2024 at 0800 hours, at the annual salary of \$66,104.01, 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, Jena M. Dugan shall complete a probationary period in accordance with Article 36 of the Negotiated Agreement.

3-0 yes

Trustee Hawke administered the Oath of Office. There was a brief recess for photos.

RESOLUTION 24-036

ACCEPTANCE OF FULL TIME POLICE PATROL OFFICER OATH OF OFFICE

Hawke moved and Hardesty seconded a motion that we hereby accept the attached oath of office for Jena M. Dugan as Full-time Patrol Officer and Police Constable for the Jackson Township Police District, Stark County, Ohio.

3-0 yes

ATTACHMENT 02/27/24A

Hawke moved and Hardesty seconded a motion to approve the use of accrued vacation time by Secretary 2, Sandra S. Reo, in accordance with the attached vacation statement.

3-0 yes

ATTACHMENT 02/27/24B

Hawke moved and Pizzino seconded a motion to approve a Then & Now Purchase Order Certificate on Purchase Order MV24023 for Leads Online in the amount of \$3,297.00.

3-0 yes

Administration Department

RESOLUTION 24-037

MAIN MEETING ROOM FURNITURE PURCHASE

Hawke moved and Pizzino seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached Quote from environments 4 business for the purchase of the attached described Community Room furniture in the amount of \$29,690.00.

3-0 yes

ATTACHMENT 02/27/24C

Hawke moved and Pizzino seconded a motion that we do not request a hearing for the Liquor Permit for Home Buys Inc., 5651 Whipple Ave NW. Jackson Township, North Canton, OH, 44720.

3-0 yes

ATTACHMENT 02/27/24D

Hawke moved and Hardesty seconded a motion that we do not request a hearing for the Liquor Permit for KHP Canton LLC, DBA KPot Korean BBQ and Hotspot, 4100 Belden Village St. NW. Jackson Township, Canton, OH, 44718.

3-0 yes

RESOLUTION 24-038

2024 COMMUNITY CELEBRATION FIREWORKS AGREEMENT

Hawke moved and Pizzino seconded a motion that we hereby adopt and authorize the Administrator/Law Director to purchase the 2024 option with American Fireworks in the amount of \$24,000.00, as attached.

3-0 yes

Legal Department

RESOLUTION 24-039

**CONVEYANCE OF PROPERTY TO RENAISSANCE ENTERPRISE LEASING, INC.
PUBLIC WORKS DEPARTMENT**

Hawke moved and Hardesty seconded a motion that, the Township is the fee owner of approximately 27.77 acres of land and improvements located thereon, also known as Parcel Number 10011532 (the “**Township Property**”);

Whereas, the Township entered into that certain Contract for Sale of Land for Private Development with Renaissance Enterprise Leasing, Inc. (“**RELI**”) dated as of July 15, 2019 (the “**Contract**”) with respect to a portion of the Township Property (the “**RELI Parcel**”);

Whereas, pursuant to the Contract and to accommodate the timing of recording of a lot split to create the RELI Parcel, the Township and RELI entered into that certain Ground Lease dated as of July 15, 2019 (the “**Ground Lease**”) with respect to the RELI Parcel;

Whereas, pursuant to the Ground Lease, the Township must now convey the Township Property to RELI.

Be it resolved that:

1. Pursuant to Section 505.10(A)(6) of the Ohio Revised Code, we determine that the Township Property is not needed for public use and elect to convey the Township Property to RELI pursuant to the terms and conditions of the Contract.
2. We hereby adopt and authorize the placement of our signatures on the attached Deed.
3. We hereby further authorize either of Michael B. Vaccaro, Township Administrator and Law Director, and Thomas FitzSimmons, Assistant Law Director, to approve and execute, on our behalf, all other documents required to complete the conveyance of the Township Property to RELI, which such documents are hereby deemed adopted and such execution is hereby deemed approved.

3-0 yes

Public Works Department

Highway Division

RESOLUTION 24-040

2024 CURBING REPLACEMENT PROJECT

Hawke moved and Hardesty seconded a motion that we hereby authorize the attached Advertisement for Bids for 2024 Curbing Replacement Project in accordance with the Specifications on file.

3-0 yes

RESOLUTION 24-041

2024 RESURFACING PROJECT

Hawke moved and Pizzino seconded a motion that we hereby authorize the attached Advertisement for Bids for 2024 Resurfacing Project in accordance with the Specifications on file.

3-0 yes

ATTACHMENT 02/27/24E

Hawke moved and Pizzino seconded a motion to accept all Materials bid submissions opened on February 13, 2024.

3-0 yes

RESOLUTION 24-042

HIGHWAY LABOR SPECIALIST, PUBLIC WORKS DEPARTMENT, HIGHWAY DIVISION

Hawke moved and Pizzino seconded a motion we hereby authorize the employment of Gary L. Burton for the full-time position of Highway Labor Specialist, Public Works Department, Highway Division, at the Step 2 starting rate of \$24.5169, effective February 26, 2024, at 0600 hours, in accordance with the negotiated agreement between the Jackson Township Board of Trustees and the Utility Workers Union of America, AFL-CIO, Local 568, contingent upon a negative pre-employment drug screen.

Be it further resolved that Gary L. Burton will serve a seven hundred thirty (730) day probationary period during which time he may be terminated without cause by the Board of Trustees.

3-0 yes

ATTACHMENT 02/27/24F

Hawke moved and Hardesty seconded a motion to adopt and authorize the Board Chairman's signature upon the attached Change Order No. 1 for the Community Parkway Street Lighting Upgrade Project.

3-0 yes

Park Division

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

1. \$250.00 from Up in Smoke Concessions LLC
2. \$250.00 from Superior Paving & Materials, Inc.

3-0 yes

Amphitheater Division

RESOLUTION 24-043

CULTURAL TOURISM GRANT MEMORANDUM OF UNDERSTANDING

Hawke moved and Pizzino seconded a motion that we adopt and authorize the placement of the Board Chairman's signature on the attached Cultural Tourism Grant Memorandum of Understanding Agreement with Visit Canton and Arts in Stark.

3-0 yes

RESOLUTION 24-044

AMPHITHEATER SPONSORSHIP AGREEMENT

Hawke moved and Pizzino seconded a motion that The Board of Trustees owns the Jackson Amphitheater in Jackson Township, Stark County, Ohio; and,

Whereas, the Board of Trustees has sold sponsorships in its effort to offset programming costs for engaged performances for the 2024 season the Jackson Amphitheater.

Be it resolved that we hereby adopt and authorize the placement of the Board Chairman's signature upon the attached Master Sponsorship Agreement and Sponsorship Addendum with the following:

1. Pro Football Hall of Fame \$12,500.00

3-0 yes

Fire Department

RESOLUTION 24-045

FULL-TIME AMBULANCE BILLING SPECIALIST

Hawke moved and Hardesty seconded a that pursuant to Ohio Revised Code Section 511.10, Stacie M. Rhodes is hereby appointed to the full-time position of Ambulance Billing Specialist at the compensation rate of \$43,680.00 annually (\$21.00 per hour) and at Level C of the Benefit Package for Management Personnel, effective February 26, 2024, at 8:00 hours.

Be it further resolved that Stacie M. Rhodes will serve a two-year probationary period during which time the Board of Trustees may terminate her without cause.

3-0 yes

ATTACHMENT 02/27/24G

Hawke moved and Hardesty seconded a motion to accept the attached retirement notice from full-time Firefighter/Paramedic, Bart S. Archinal, effective, May 7, 2024, at 08:00 hours.

3-0 yes

ATTACHMENT 02/27/24H

Hawke moved and Pizzino seconded a motion to accept the attached resignation from full-time Secretary 2, Rachel E. Gue, effective March 1, 2024 at 0800 hours.

3-0 yes

Zoning Department

ATTACHMENT 02/27/24I

Hawke moved and Pizzino seconded a motion to submit a notice to the County Auditor for fees and expenses for removal of structure at 7811 Parkford Street NW, Parcel No. 1602131, in the amount of \$11,743.25.

3-0 yes

Hawke moved and Hardesty seconded a motion to set a public hearing for Zoning Amendments 20240106 on March 12, 2024, at 5:00 p.m.-Proposed modification to a previously approved R-3 PUD (20232217) on June 13, 2023.

3-0 yes

Hawke moved and Hardesty seconded a motion to set a public hearing for Zoning Amendment 20240019 March 12, 2024 at 5:15 p.m.-Laura and Michael Montini, Trustees, 8795 Glenarden Cir. NW, Massillon, Ohio 44646 proposes to rezone B-3 Commercial Business District to R-R Rural Residential District, parcel #1601637 Crystal Lake Ave, Canal Fulton, OH consisting of 20 acres located on the west side of Crystal Lake Ave. approximately 3312 ft. south of Lafayette.

3-0 yes

ATTACHMENT 02/27/24J

Hawke moved and Hardesty seconded a motion to accept the attached resignation from full-time Zoning Investigator, Clifford R. Meidlein, effective May 31, 2024 at 1630 hours.

3-0 yes

Fiscal Office

ATTACHMENT 02/27/24K

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$1,510,761.45.

3-0 yes

ATTACHMENT 02/27/24L

Hawke moved and Pizzino seconded a motion to approve the minutes of the February 13, 2024 Board of Trustees' Meeting.

3-0 yes

Routine Business

Announcements

- Next regular **Board of Trustees'** meeting, March 12, 2024, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **Celebration Committee Meeting** – March 20, 2024, 2:00 p.m., Jackson Township Hall
- **CIC Meeting** – March 21, 2024, 8:00 a.m., Jackson Township Hall
- **LOGIC**, March 7, 2024, 9:00 a.m., Jackson Safety Center – Training Room
- **Zoning Meetings:** (Jackson Township Hall)
 - **None Scheduled**

Old Business - None

New Business

RESOLUTION 24-046

ADMINISTRATION DEPARTMENT ADMINISTRATIVE ASSISTANT

Hawke moved and Hardesty seconded a motion that, pursuant to Ohio Revised Code Section 511.10, Shelby E. Curlutu is hereby appointed to the full-time position of Administrative Assistant to the Administration Department at the compensation rate of \$56,056.00 annually (26.95 per hour) and at Level B of the Benefit Package for Management Personnel, effective April 22, 2024.

Be it further resolved that, Shelby E. Curlutu will serve a two year probationary period during which time she may be terminated without cause by the Board of Trustees.

Hawke – yes
Hardesty – yes
Pizzino –Abstained

RESOLUTION 24-047

FULL TIME ZONING INSPECTOR CONDITIONAL APPOINTMENT

Hawke moved and Hardesty seconded a motion that we hereby appoint Megan R. Stangelo to the full-time position of Assistant Zoning Inspector for the Jackson Township Zoning and Planning Department, Stark County, Ohio, conditioned upon successful completion of the background check, negative drug screen, and any other testing requirements.

3-0 yes

RESOLUTION 24-048

FULL TIME ZONING INVESTIGATOR CONDITIONAL APPOINTMENT

Hawke moved and Hardesty seconded a motion that we hereby appoint Edward J. Ash to the full-time position of Assistant Zoning Investigator for the Jackson Township Zoning and Planning Department, Stark County, Ohio, conditioned upon successful completion of the background check, negative drug screen, and any other testing requirements.

3-0 yes

RESOLUTION 24-049

MANAGEMENT PACKAGE RATE ADJUSTMENTS

Hawke moved and Pizzino seconded a motion that in accordance with Article 2 of the Benefits Package for Management Personnel (hired before and after July 1, 2012), we hereby establish the rates of compensation for Class B, C and D employees for Calendar year 2024 as attached.

3-0 yes

RESOLUTION 24-050

AMPHITHEATER FRONT OF STAGE STRUCTURE PROJECT

Hawke moved and Hardesty seconded a motion that, we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached quote with Voiers Construction Inc., for the construction of a front of stage structure consistent with the attached set of drawings, in the amount of \$12,800.00.

3-0 yes

Public Speaks –None

Hawke moved and Hardesty seconded a motion to adjourn.

3-0 yes

Todd Hawke

Randy Gonzalez