

JACKSON TOWNSHIP BOARD OF TRUSTEES

MEETING AGENDA

September 24, 2024

1. 3:30 P.M. *Work Session*
 - A. *Park Division*
 1. *Vendor Presentations-Playground Renovations North Park*
 2. *Park Rules and Regulations – Recognized Township Organizations*
 - B. *Administration*
 1. *Holiday Lighting*
 - C. *Amphitheater*
 1. *2025 Season Calendar*
2. 4:30 P.M. *Executive Session:*
 - A. *Fire Department (Personnel Appointment/Employment/Compensation) – Fire Battalion Chief of Training Posting*
 - B. *Fire Department (Personnel Appointment/Employment/Compensation) – Work Duty Death and Sick Leave Donation Policy*
3. 5:00 P.M. *Call General Session to order
(Turn off cell phones)*
4. *Pledge of Allegiance*
5. *Public Speaks:*
 - A. *(Restricted to topics listed on the Agenda)*
6. *Administration*
 - A. *Appropriation Transfer Request*
 - B. *Personnel Hiring Policy Amendment*
 - C. *Ohio Division of Liquor Control Notice:*

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1. Zoom Silver LLC, DBA Maggories Drive Thru ES Only, 5081 Fulton Dr., NW. Jackson Twp.
 - D. VMware Renewal
7. Police Department
 - A. Accept Resignation
 - B. Memorandum of Understanding – OVI Task Force
 - C. Stark County Sheriff's Violent Crime Task Force Agreement Amendment
8. Public Works Department
 - A. Highway Division
 1. Appropriation Transfer Request
 2. Unpaid Leave of Absence Request
 - B. Park Division
 1. Unpaid Leave of Absence Request
 - C. Central Maintenance
 1. Vehicle Purchase
 - D. Amphitheater Division
 1. Appropriation Transfer Request
9. Fire Department
 - A. Accept Retirement Notice
 - B. Accept Resignation
10. Zoning Department
 - A. Vacation Leave Request
 - B. Noxious Weed Resolutions:

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1. 1130 Durham Circle NW, Lot 23 in Devan Heights, 32SE, Parcel No. 1605932
- C. Notices to County Auditor for fees and expenses for mowing noxious weeds:
 1. 7811 Parkford St., NW, Parcel No. 1602131
11. Fiscal Office
 - A. Pay Bills
 - B. Approve minutes for September 10, 2024 Board of Trustees' meeting
 - C. Energy Special Improvement District Fund
 - D. Request for Amended Certificate
 - E. Supplemental Appropriations
12. Routine Business
 - A. Announcements:
 - Next Regular **Board of Trustees'** meeting, October 8, 2024, 4:00 P.M., Executive Session and/or Work Session: 5:00 P.M., General Session, Jackson Township Hall
 - **CIC Meeting** – October 17, 2024, 2:00 P.M., Jackson Township Hall
 - **LOGIC Meeting** – October 3, 2024, 9:00 A.M., Safety Center
 - **Zoning Meetings:** - Jackson Township Hall:
 - **Zoning Commission** – None Scheduled
 - **Board of Zoning Appeals** – September 26, 2024, 5:00 P.M., Jackson Township Hall
 - **Safety Center Open House**
Sunday, October 6
2:00 P.M. to 4:00 P.M.
Safety Center
 - **Haunted Hayride**

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*Saturday, October 19
7:00 P.M. to 10:00 P.M.
Jackson South Park*

- **Farmers Market**
*Thursdays – July 11 through September 26
3:00 PM to 6:00 PM
The Nash Family Jackson Amphitheater Parking Lot*

13. *Old Business*
14. *New Business*
15. *Public Speaks – Open Forum*
16. *Adjourn*

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

SEPTEMBER 24, 2024

Hawke called the meeting to order at 3:35 p.m. at the Jackson Township Hall with Trustees Todd Hawke, Justin Hardesty, and John Pizzino present. Fiscal Officer Gonzalez, Administrator / Law Director Vaccaro, Police Chief Brink, Fire Chief Berczik, Zoning Inspector Poindexter, and Public Works Director Rohn were also in attendance.

The first order of business was a work session to review vendor presentations for playground renovations at North Park. The group also discussed Park Rules and Regulations – Recognized Township Organizations.

Administration discussed holiday lighting and Amphitheater presented 2025 Season Calendar proposals dates.

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

The Pledge of Allegiance was recited.

Public Speaks – None

Administration Department

ATTACHMENT 09/24/24A

Hawke moved and Pizzino seconded a motion to approve the following appropriation transfer request for a total transfer of \$61,946.00.

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
101.110.5387	Discretionary	101.110.5660	Ambulance – Trucks Admin	\$61,946.00
			TOTAL	\$61,946.00

3-0 yes

ATTACHMENT 09/24/24B

Hawke moved and Pizzino seconded a motion to adopt and the attached Amended Personnel Hiring Policy effective September 25, 2024, which shall supersede all previous policy amendments.

3-0 yes

ATTACHMENT 09/24/24C

Hawke moved and Hardesty seconded a motion that we do not request a hearing for the Liquor Permit for Zoom Silver LLC, DBA Maggories Drive Thru ES Only, 5081 Fulton Dr., NW, Jackson Township, Canton, OH, 44718.

3-0 yes

**RESOLUTION 24-218
VMWARE RENEWAL**

Hawke moved and Hardesty seconded a that we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached quote with The Ohio State University for the purchase of VMware ELA for five (5) years at a cost of \$19,360.80

3-0 yes

Police Department

ATTACHMENT 09/24/24D

Hawke moved and Pizzino seconded a motion to accept the attached resignation from full-time Police Patrol Officer and Constable, Zeid R. Haddadin, effective September 14, 2024 at 0800 hours.

3-0 yes

**RESOLUTION 24-219
MEMORANDUM OF UNDERSTANDING-OVI TASK FORCE**

Hawke moved and Pizzino seconded a motion that we hereby adopt and authorize the placement of the Board Chairman’s signature on the attached Memorandum of Understanding for the OVI Task Force with the Stark County Sheriff’s Office, effective October 1, 2024 through September 30, 2025.

3-0 yes

**RESOLUTION 24-220
MEMORANDUM OF UNDERSTANDING-OVI TASK FORCE**

Hawke moved and Pizzino seconded a motion whereas, on April 23, 2024, the Board of Trustees of Jackson Township adopted and approved the Violent Crime Task Force Agreement with the Stark County Sheriff’s Office, pursuant to Resolution 24-091; and,

Whereas, the Stark County Sheriff’s Office has requested an amendment to the Violent Crime Task Force Agreement to adjust the personnel budget to allow more overtime hours than regular but also reduce the number of hours to a one-year period rather than two due to the grant reaching its term limit at the end of 2024.

Be it resolved that we hereby adopt and authorize the placement of our signatures upon the attached Amendment to the Violent Crime Task Force Agreement with the Stark County Sheriff’s Office.

3-0 yes

Public Works Department

Highway Division

ATTACHMENT 09/24/24E

Hawke moved and Hardesty seconded a motion to approve the following appropriation transfer request for a total transfer of \$50,000.00.

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
317.331.5711	R/W-Strip/Applegrove Int-Hwy	317.778.5713	Const-Strip-Mega to HOF Bridge-Hwy	\$50,000.00
TOTAL				\$50,000.00

3-0 yes

ATTACHMENT 09/24/24F

Hawke moved and Hardesty seconded a motion to approve an unpaid leave of absence per the attached request for Full-time Highway Maintenance Specialist, Anthony Davide, for the following dates: September 20, 2024 (8 hours), September 23, 2024(8 hours) and September 24, 2024 (8 hours). Employee shall be responsible for his employee share of extended health benefits for the aforementioned dates.

3-0 yes

Park Division

ATTACHMENT 09/24/24G

Hawke moved and Hardesty seconded a motion to approve an unpaid leave of absence for Full-time Park Crew Leader, Mark Evans, commencing September 18, 2024 (6.50 hours), September 19, 2024 (8 hours) and September 20, 2024 (1 hour) for a total of 15.50 hours. Employee shall be responsible for his share of extended health benefits until he returns to active payroll status.

3-0 yes

Central Maintenance

RESOLUTION 24-221

PUBLIC WORKS 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 Contract with Vandevere Chevrolet Commercial Trucks for the purchase of a 2024 Chevrolet Silverado 3500HD 4WD Truck in the amount of \$61,946.00 as the price is lower than the prices listed in the State Purchasing Contract for the same equipment.

Be it further resolved that we hereby approve Purchase Order Number RG24550 for said purchase.

3-0 yes

Amphitheater Division

ATTACHMENT 09/24/24H

Hawke moved and Hardesty seconded a motion to approve the following appropriation transfer request for a total transfer of \$2,650.40.

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
207.530.5230	Workers Comp-Amp	207.530.5120	Over-time wages-Amp	\$1,150.40
207.530.5114	Temp Serv – Amp	207.530.5120	Over-time wages-Amp	\$1,500.00
			TOTAL	\$2,650.40

3-0 yes

Fire Department

ATTACHMENT 09/24/24I

Hawke moved and Hardesty seconded a motion to accept the attached retirement notice from full-time Fire Battalion Chief of Training, Gary H. Martin, effective, January 13, 2025, 1700 hours.

3-0 yes

ATTACHMENT 09/24/24J

Hawke moved and Hardesty seconded a motion to accept the attached resignation from full-time Firefighter/Paramedic, Tyler L. Teeter, effective, October 4, 2024 at 0800 hours.

3-0 yes

Zoning Department

ATTACHMENT 09/24/24K

Hawke moved and Hardesty seconded a motion to approve the use of thirty (32) hours accrued vacation time for the full-time Zoning Investigator, Edd Ash, prior to one year of employment with the Township (Article 11, paragraph 1, Benefit Package for Management Personnel, Hired After July 1, 2012).

3-0 yes

RESOLUTION 24-222

NOXIOUS WEEDS – 1130 DURHAM CIRCLE NW, LOT 23 IN DEVAN HEIGHTS, 32SE, PARCEL NO. 1605932, JACKSON TOWNSHIP, OHIO

Hawke moved and Hardesty seconded a motion whereas, the Jackson Township Board of Trustees, having been informed in writing that noxious or other harmful weeds are growing on the lands in charge of Joseph Baker & Jennifer Cortes, in Jackson Township and described as follows: 1130 Durham Circle NW, lot 23 in Devan Heights, 32SE, Parcel No. 1605932, Jackson Township, Ohio

Be it resolved that said Core Logic, 3001 Hackberry Road, Irving, TX 75063-0156, the tax mailing address of record, be notified by serving on them by certified mail with return receipt requested, a written copy of this resolution that said noxious weeds are growing on such lands and that, pursuant to ORC Section 5579.05, they must be cut or destroyed within five (5) days after the service of such notice or show this Board cause why there is no need for doing so. The owner shall have a

continuing duty to cut or destroy the noxious weeds continually from the date of this Resolution until October 31, 2024. If the owner fails to meet this obligation within the five-day period, the Township will mow at \$150.00 per hour with a \$400.00 minimum charge per lot or parcel. As stated in our prior courtesy letter to you, pursuant to ORC Sections 5579.06 and 5579.07, a \$150.00 administrative fee per lot or parcel will be placed on your tax duplicate.

3-0 yes

ATTACHMENT 09/24/24L

Hawke moved and Pizzino seconded a motion to submit a notice to the County Auditor for fees and expenses for mowing noxious weeds 7811 Parkford Street NW, Parcel No. 1602131, SW Qtr. Section 28.

3-0 yes

Fiscal Office

ATTACHMENT 09/24/24M

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$2,009,332.10.

3-0 yes

ATTACHMENT 09/24/24N

Hawke moved and Pizzino seconded a motion to approve the minutes of the September 10, 2024 Board of Trustees' Meeting.

3-0 yes

RESOLUTION 24-223

ENERGY SPECIAL IMPROVEMENT DISTRICT FUND #251

Hawke moved and Hardesty seconded a motion whereas, the Board of Trustees of Jackson Township, Stark County, Ohio have applied to be participants in an Energy Special Improvement District; and,

Whereas, Ohio Revised Code section 5705.09(F) requires local governments to establish a separate fund for each class of revenue derived from a source other than the general property tax.

Be it resolved that, pursuant to Ohio Revised Code sections 5705.09(F) and 5705.10(I), we authorize and approve the establishment of the Energy Special Improvement District Fund #251 for maintaining financial information related to Jackson Township's portion of revenue from Energy Special Improvement District disbursements

3-0 yes

ATTACHMENT 09/24/24O

Hawke moved and Hardesty seconded a motion to request an additional amended certificate from the Stark County Auditor.

3-0 yes

ATTACHMENT 09/24/24P

Hawke moved and Hardesty seconded a motion to request supplemental appropriations.

3-0 yes

Routine Business

Announcements

- Next regular **Board of Trustees'** meeting, October 8, 2024, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **CIC** – October 17, 2024, 2:00 p.m., Jackson Township Hall.
- **LOGIC** – October 3, 2024, 9:00 a.m., Safety Center.
- **Zoning Meetings:** (Jackson Township Hall)
 - **Zoning Commission – None Scheduled**
 - **Board of Zoning Appeals** September 26, 2024, 5:00 p.m.
- **Safety Center Open House**
Sunday, October 6
2:00 p.m. to 4:00 p.m.
Safety Center
- **Haunted Hayride**
Saturday, October 19
7:00 p.m. to 10:00 p.m.
Jackson South Park
- **Farmers Market**
Thursdays – through September 26
3:00 p.m. to 6:00 p.m.
The Nash Family Jackson Amphitheater Parking Lot

Old Business - None

New Business –

Hawke moved and Pizzino seconded a motion to approve the 2025 Amphitheater season calendar.

3-0 yes

Public Speaks – None

Hawke moved and Pizzino seconded a motion to adjourn.

3-0 yes

Hawke moved and Pizzino seconded a motion to go into Executive Session for Fire Department (Personnel/Appointment/Employment/Compensation) – Fire Battalion Chief Training Posting.

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) – Work Duty Death and Sick Leave Donation Policy.

Hawke – yes
Hardesty - yes
Pizzino – yes

Todd Hawke

Kody Gonzalez