

JACKSON TOWNSHIP BOARD OF TRUSTEES

MEETING AGENDA

February 25, 2025

1. 3:00 P.M. Work Session:
 - A. Zoning Department:
 1. PUD-3 Revision
 - B. Amphitheater Division:
 1. Update Non-Profit Lottery Procedure
 - C. Highway Division
 1. House Bill 81 – Memorial Signs
2. 3:30 P.M. Executive Session:
 - A. Police Department (Personnel Appointment/Employment/Compensation) – Part-time Officer Compensation
 - B. Fire Department (Personnel Appointment/Employment/Compensation) – Captain Candidate Interviews
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. Fire Department:
 - A. Appoint Battalion Chief Matthew W. Casper
 - B. Swearing in of Battalion Chief Matthew W. Casper
 - C. Accept Oath of Battalion Chief Matthew W. Casper
 - D. Station 4 – Architectural Services

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- E. *Out-of-State Travel*
- 7. *Administration Department:*
 - A. *Appointments to Joint Economic Development District Board of Directors:*
 - 1. *District CD (2)*
 - 2. *District SM*
 - 3. *District SS*
 - B. *Main Floor Office Renovation*
 - C. *Health District Advisory Council Meeting*
- 8. *Public Works Department:*
 - A. *Wage Increase for Temporary Leased Workers*
 - B. *Highway Division:*
 - 1. *Materials Bid Award*
 - 2. *Unpaid Leave of Absence*
 - C. *Park Division*
 - 1. *Accept sponsorship donations to the 2025 Community Celebration:*
 - a. *\$5,000.00 from MCTV, Inc.*
 - b. *\$2,500 from Bellstores Marathon*
 - 2. *Fertilizer Applicator Purchase*
 - 3. *Hire Leased Park Maintenance Worker*
 - 4. *North Park Playground Purchase*
 - 5. *Request for Recognized Organization Status*

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- D. *Central Maintenance Division:*
 - 1. *Safety Center Window Replacement Project*
- E. *Amphitheater Division:*
 - 1. *Sound and Video Engineering*
- 9. *Zoning Department:*
 - A. *Set public hearing on March 11, 2025 at 5:00 p.m. – for Junk Motor Vehicles located at 4139 Meadowview Dr., NW, Jackson Twp., 44718, Parcel No. 1612499*
- 10. *Fiscal Office:*
 - A. *Pay Bills*
 - B. *Approve minutes for the February 11, 2025 Board of Trustees' meeting*
 - C. *5:00 p.m. Hearing – Frank Farms Lighting Petition*
- 11. *Routine Business:*
 - A. *Announcements:*
 - *Next Regular **Board of Trustees'** meeting, March 11, 2025, 4:00 P.M., Executive Session and/or Work Session: 5:00 P.M., General Session, Jackson Township Hall*
 - ***CIC Meeting** – March 20, 2025, 2:00 P.M., Jackson Township Hall*
 - ***LOGIC Meeting** – March 6, 2025, 9:00 A.M., Safety Center*
 - ***Zoning Meetings:** - Jackson Township Hall:
 - ***Zoning Commission** – None Scheduled*
 - ***Board of Zoning Appeals** – None Scheduled**
- 12. *Old Business:*
- 13. *New Business:*
- 14. *Public Speaks – Open Forum:*
- 15. *Adjourn*

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

FEBRUARY 25, 2025

Hawke called the meeting to order at 3:03 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 PUD-3 Revision. The group also discussed the updated Non-Profit Lottery Procedure for the Amphitheater and House Bill 81 – Memorial signs.

Hawke moved and Pizzino seconded a motion to go into Executive Session for Police Department Personnel (Appointment / Employment / Compensation) – Part-time Officer Compensation

**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) – Captain Candidate Interviews

**Hawke – yes
Hardesty - yes
Pizzino – yes**

Hawke called the General Session to order at 5:13 p.m. He requested that all cell phones be silenced at this time.

The Pledge of Allegiance was recited.

Public Speaks – None

Fire Department

RESOLUTION 25-041

BATTALION CHIEF APPOINTMENT

Hawke moved and Pizzino seconded a motion that, pursuant to ORC Section 505.38, we hereby appoint Matthew W. Casper as Full-Time Battalion Chief for the Jackson Township Fire Department, Stark County, Ohio, effective February 24, 2025 at 0800 hours, with compensation of \$106,592.11 per year and the benefits of a Class B employee as described in the Benefit Package for Management Personnel (hired before July 1, 2012), except Matthew W. Casper shall pay 2% of the employee’s contribution to OPFPF, and will serve a one year probationary period

3-0 yes

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

RESOLUTION 25-042

ACCEPTANCE OF OATH FOR FIRE DEPARTMENT FULL-TIME BATTALION CHIEF

Hawke moved and Hardesty seconded a motion that we hereby accept the attached oath of Office for Matthew W. Casper, Full-Time Battalion Chief for the Jackson Township Fire Department, Stark County, Ohio, effective February 24, 2025 at 0800 hours.

3-0 yes

RESOLUTION 25-043

ARCHITECTURAL AND ENGINEERING SERVICES – STATION 4 RESTROOM RENOVATIONS PROJECT

Hawke moved and Hardesty seconded a motion to adopt and authorize the placement of the Board Chairman’s signature upon the attached Architectural and Engineering Services Agreement with Stucky Sayner Architects, not to exceed \$10,500.00.

3-0 yes

ATTACHMENT 02/25/25A

Hawke moved and Pizzino seconded a motion to authorize out-of-state travel for Firefighter/Paramedic, Scott Applegate, to attend the National Fire Academy in Emmetsburg, Maryland on June 27, 2025 through June 29, 2025, at a cost of \$453.00. Said travel shall be in accordance with the Jackson Township Travel Policy.

3-0 yes

RESOLUTION 25-044

JOINT ECONOMIC DEVELOPMENT DISTRICT CD BOARD OF DIRECTORS

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 715.72 and Section 9 of the Jackson/Canton Joint Economic Development District CD Contract, we hereby appoint Justin B. Hardesty, Vice Chairman, Board of Trustees of Jackson Township, Stark County, Ohio, as the Township member of the Jackson/Canton Joint Economic Development District CD Board of Directors (JEDD CD Board of Directors) for a four year term from 3/12/25 to 3/12/29.

3-0 yes

RESOLUTION 25-045

JOINT ECONOMIC DEVELOPMENT DISTRICT CD BOARD OF DIRECTORS

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 715.72 and Section 9 of the Jackson/Canton Joint Economic Development District CD Contract, we hereby appoint Christopher Evans, Production Dispatch & Delivery Manager, ComDoc, A Xerox Company, as the member of the JEDD CD Board of Directors representing the persons working within the District for a four year term from 3/25/25 to 3/25/29.

3-0 yes

RESOLUTION 25-046

JOINT ECONOMIC DEVELOPMENT DISTRICT SM BOARD OF DIRECTORS

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 715.72 and Section 9 of the Jackson/Canton Joint Economic Development District SM Contract, we hereby appoint

Jared Lewis, Engineering Director, Stolle Machinery, Inc., as the member of the JEDD SM Board of Directors representing the persons working within the District for a four year term from 3/25/25 to 3/25/29.

3-0 yes

RESOLUTION 25-047

JOINT ECONOMIC DEVELOPMENT DISTRICT BOARD OF DIRECTORS-STARK STATE

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 715.72(P)(1)(d) and Section 9 of the Jackson/Canton Joint Economic Development District Contract, we hereby appoint Aaron McClure, Math Department Chair, Stark State College, as the member of the JEDD Stark State Board of Directors representing the persons working within the District for a four year term from 10/23/25 to 10/23/29.

3-0 yes

RESOLUTION 25-048

ADMINISTRATION BUILDING - MAIN FLOOR OFFICE RENOVATION 2

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 environments 4 business for the purchase of the attached described main floor office renovation furniture in the amount of \$20,330.58, as the price listed in the State Purchasing Contract for the same equipment.

Be it further resolved that we hereby approve Purchase Order Number RG 25315 for said purchase.

3-0 yes

ATTACHMENT 02/25/25B

Hawke moved and Pizzino seconded a motion to authorize Trustee Justin B. Hardesty, or his designee, as the Board of Trustees' representative to attend the annual Stark County Health District Advisory Council Meeting on Thursday, March 6, 2025, at 7:00 p.m., at the Stark County Health Department, 7235 Whipple Ave NW, Jackson Township, 44720.

3-0 yes

Public Works Department

ATTACHMENT 02/25/25C

Hawke moved and Hardesty seconded a motion to authorize the attached compensation increase for three leased Public Works seasonal leased workers effective as recommended in accordance with the attached memorandum from Rich Rohn.

3-0 yes

Highway Division

ATTACHMENT 02/25/25D

Hawke moved and Hardesty seconded a motion to accept all Materials bid submissions opened February 11, 2025.

3-0 yes

ATTACHMENT 02/25/25E

Hawke moved and Hardesty seconded a motion to approve an unpaid leave of absence, effective February 26, 2025 until the exhaustion of his FMLA balance, for full-time Highway Maintenance Specialist, Brian E. Wahl, with the exception that the unpaid leave of absence terminates earlier, if the employee returns to work full-time without restriction prior to exhausting his remaining FMLA balance, or is place on injury leave, or separates from Township employment, or separates from Township employment pursuant to an OPERS approved benefit (retirement or disability). Employee shall be responsible for his employee share of extended health benefits from February 26, 2025, until he returns to active payroll status or separates.

3-0 yes

Park Division

Hawke moved and Pizzino seconded a motion to accept the following sponsorship donations for the 2025 Community Celebration:

1. \$5,000.00 from MCTV, Inc.
2. \$2,500.00 from Bellstores Marathon

3-0 yes

RESOLUTION 25-049

FERTILIZER APPLICATOR 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 quote with Ag-Pro Companies, for the purchase of one G1 SG52 Fertilizer Applicator with 220 hopper and two thirty (30) gallon tanks consistent with the attached quote in the amount of \$16,395.00.

3-0 yes

ATTACHMENT 02/25/25F

Hawke moved and Hardesty seconded a motion to authorize the hiring of one (1) new leased Park Maintenance Worker, as attached, through a temporary service, subject to a negative drug screen, effective and at the rate and start date identified in the attached memorandum from Michael Danner.

3-0 yes

RESOLUTION 25-050

NORTH PARK PLAYGROUND PURCHASE

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 9.48, we hereby adopt and authorize the placement of the Board Chairman’s signature upon the attached quote from GameTime for the North Park Playground purchase of freestanding items in the amount of \$272,148.80, as the price listed in the State Purchasing Contract for the same equipment.

3-0 yes

ATTACHMENT 02/25/25G

Hawke moved and Hardesty seconded a motion to approve the Polar Bears Football Club, Inc. as a recognized organization pursuant to Exhibit B of the Park Rules and Regulations adopted on February 11, 2025.

3-0 yes

Central Maintenance Division

RESOLUTION 25-051

SAFETY CENTER WINDOW REPLACEMENT 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 CEE-B Glass, Inc., for the purchase of fifty-two (52) replacement one (1“) inch OA insulated units, quarter (1/4”) inch azuria over quarter (1/4”) inch energy advantage consistent with the attached quote in the amount of \$18,510.50.

3-0 yes

Amphitheater Division

RESOLUTION 25-052

AMPHITHEATER SOUND AND VIDEO ENGINEERING SERVICES

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 Peter DeLong for sound and video engineering services at the Nash Family Jackson Amphitheater for the 2025 season.

3-0 yes

Zoning Department

Hawke moved and Hardesty seconded a motion to set a hearing on March 11, 2025 at 5:00 p.m. for Junk Motor Vehicles located at 4139 Meadowview Dr. NW, Jackson Township, 44718, Parcel No. 1612499.

3-0 yes

Fiscal Office

ATTACHMENT 02/25/25H

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$2,034,796.28.

3-0 yes

ATTACHMENT 02/25/25I

Hawke moved and Pizzino seconded a motion to approve the minutes of the February 11, 2025 Board of Trustees’ Meeting.

3-0 yes

5:00 Public Hearing

Frank Farms No. 2 Street Lighting District. No one spoke in favor of or against the issue.

Hawke explained to the audience that when a new allotment is established, they can request streetlights to be installed. They petition the Board for the lights. The cost of the electric used to illuminate the street lights is assessed to the property taxes of the lots in the neighborhood. Gonzalez added that this is the allotment directly across from the baseball fields at Lake Cable Elementary School.

RESOLUTION 25-053

FRANK FARMS NO. 2 LIGHTING DISTRICT

Hawke moved and Hardesty seconded a motion that a hearing having been had upon the attached petition requesting that the Board of Jackson Township Trustees take all lawful and proper proceedings to light artificially the streets and public ways in an unincorporated district in this Township, following notice and actual view taken, and the Board of Township Trustees finding:

(1) That the petition was filed with the Township Fiscal Officer on February 5, 2025 and that the Board of Township Trustees was duly notified by him of such filing and a copy of the petition was delivered to it on February 10, 2025.

(2) That the petition was signed by owners of more than one-half of the front feet of the lots and lands abutting on the streets and public ways of the aforesaid district, and that the petition complied with the law in specifying the metes and bounds of the district but included no lands more than 660 feet from, nor any lands not abutting on, the streets and public ways in such districts; and

(3) That due notice of a hearing before the Board of Township Trustees on the petition for Frank Farms No. 2 was duly and timely served on all lot owners and corporation affected by the proposed improvement, and was duly and timely published as against nonresidents pursuant to ORC 515.04, and return of due service and publication was made according to law.

Be it further resolved that by the Board of Trustees of Jackson Township, Stark County, Ohio, that the proposed improvement to light artificially the streets and public ways in the district is necessary, and the petition is granted accordingly; that the number of lights necessary to light properly the streets and public ways is nine (9), that the lights shall be standard street light lumens; that they shall be located at the place described in the attached print; and that the kind of support therefore shall be as described on the print.

Be it further resolved that, pursuant to ORC Sections 9.30 and 515.08 and in accordance with the attached contract with American Electric Power and PUCO tariff schedule, we hereby contract with American Electric Power for not less than one (1) year and shall continue thereafter until terminated sixty (60) days after either party has given written notice to the other of the intention to terminate, for the installation and maintenance of the lights described in the attached plan in the amount of approximately \$31.00 per light per month for nine (9) 5000 led post top style light fixtures. The Developer is responsible for payment of the installation cost and/or connection fee for this street lighting.

Be it further resolved that the costs and expenses of furnishing and maintaining such lights shall be paid from a fund made by special assessment against the lots and lands in the district semiannually equally per lot and the Fiscal Officer shall certify this Resolution and the assessment to the Stark County Auditor's Office.

3-0 yes

Routine Business

Announcements

- Next regular **Board of Trustees'** meeting, March 11, 2025, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **CIC Meeting** – March 20, 2025, 2:00 p.m., Jackson Township Hall
- **LOGIC Meeting**, March 6, 2025, 9:00 a.m., Safety Center
- **Zoning Meetings:** (Jackson Township Hall)
 - **Board of Zoning Appeals:**
 - None Scheduled
 - **Zoning Commission :**
 - None Scheduled

Old Business – None

New Business –

Vaccaro explained that during the Work Session, the Board discussed updates to the non-profit lottery procedure for concessions and ticketing volunteers at the Amphitheater.

ATTACHMENT 02/25/25J

Hawke moved and Hardesty seconded a motion to approve the attached amendments to the non-profit lottery procedure for concession and ticketing volunteers for the 2025 Nash Family Jackson Amphitheater Season.

3-0 yes

Vaccaro explained that Chief Berczik received correspondence yesterday that a donor has left an unknown amount of money to the fire department, specifically for EMS services, so he would like to get the paperwork in process to accept the donation.

RESOLUTION 25-054

CHARITABLE REMAINDER DONATION AND ACCEPTANCE

Hawke moved and Hardesty seconded a motion that on February 24, 2025, the Jackson Fire Department was informed it was named as a beneficiary to the Harry A. Thomas, Jr., and Vondaleen Thomas Charitable Trust, for a one-time disbursement,; and,

Whereas, the donation is for the “acquisition of equipment and/or medical devices for use in its paramedic operations”; and,

Whereas, the amount of the disbursement is unknown.

Be it resolved that we hereby adopt and authorize the placement of the Board Chairman's signature upon the attached Release and Refunding Agreement, and External Cash Authorization, to include taxpayer identification with the Hunting National Bank.

Be it resolved that we hereby accept a donation from the Harry A. Thomas, Jr., and Vondaleen Thomas Charitable Trust for the purpose identified.

3-0 yes

RESOLUTION 25-055

HOURLY RATE ADJUSTMENT FOR PART-TIME POLICE OFFICERS (PATROL DIVISION)

Hawke moved and Hardesty seconded a motion whereas, Article II of the Jackson Township Benefit Package for Management Personnel requires the Board to approve the compensation for part-time employees (Class D).

Be it resolved that, effective March 8, 2025, the new hourly rate of compensation for the part-time Police Patrol Officers assigned to the Patrol Division shall be \$30.90 per hour.

3-0 yes

Public Speaks - None

Hawke moved and Pizzino seconded a motion to adjourn.

3-0 yes

Todd Hawke

Kody Gonzalez