

# **JACKSON TOWNSHIP BOARD OF TRUSTEES**

## **MEETING AGENDA**

**January 6, 2026**

1. 5:00 P.M. *Trustee Hawke, Chairman of the Board in 2025 and Presiding Officer, calls the organizational meeting to order (Turn off cell phones)*
  - A. *Call the roll*
2. *Seating of Trustee John E. Pizzino*
  - A. *Resolution to accept Certificate of Election, Insurance Endorsement of Faithful Performance of Duty, and Oath.*
3. *Seating of Trustee Todd J. Hawke*
  - A. *Resolution to accept Certificate of Election, Insurance Endorsement of Faithful Performance of Duty, and Oath.*
4. *Presiding Officer Hawke turns the meeting over to the Fiscal Officer*
5. *Election of Officers:*
  - A. *Chairman*
  - B. *Vice-Chairman*
6. *Fiscal Officer - The new Chairman takes charge of the meeting*
7. *Set time and place of 2026 Board of Trustees meetings*
8. *Designate Committee Representatives*
9. 5:00 P.M. *Call General Session to order (Turn off cell phones)*
10. *Public Speaks:*
  - A. *(Restricted to topics listed on the Agenda)*
11. *Pledge of Allegiance*

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12. *Administration Department*
  - A. *Agreement and Economic Development Transfer Form*
  - B. *Internet Auction*
  - C. *Prevailing Wage Coordinator*
  - D. *Health District MOU*
13. *Police Department*
  - A. *Cryptocurrency Investigation Agreement*
  - B. *Law Enforcement Trust Fund Report*
  - C. *Transaction Record Analysis Center MOU*
14. *Public Works Department:*
  - A. *Highway Division:*
    1. *Vacation of Astrojet Street N.W.*
  - B. *Park Division:*
    1. *2026 Park Events Schedule*
15. *Fiscal Office:*
  - A. *Pay Bills*
  - B. *Monthly Reports*
  - C. *Appropriation Transfer Request*
  - D. *Authorization for Electronic Transfer of Funds*
16. *Routine Business:*
  - A. *Announcements:*
  - B. *Next Regular **Board of Trustees'** meeting, January 15, 2026,  
4:00 P.M., Executive Session and/or Work Session: 5:00 P.M.,*

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*General Session, Jackson Township Hall*

**C. CIC Meeting** – January 15, 2026, 2:00 P.M., Jackson Township Hall

**D. LOGIC Meeting** –January 8, 2026, 9:00 A.M., Safety Center

**E. Zoning Meetings: - Jackson Township Hall:**

**a. Zoning Commission** – None

**b. Board of Zoning Appeals** – None

17. *Old Business:*

18. *New Business:*

19.. *Public Speaks – Open Forum:*

20. *Adjourn*

## **RECORD OF PROCEEDINGS**

### **MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING**

**JANUARY 6, 2026**

Hawke called the meeting to order at 3:33 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.

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

#### **RESOLUTION 26-001**

##### **SEATING OF TRUSTEE JOHN E. PIZZINO**

Hawke moved and Hardesty 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, 2026, 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 John E. Pizzino.

<b>Hawke</b>	<b>yes</b>
<b>Hardesty</b>	<b>yes</b>

#### **RESOLUTION 26-002**

##### **SEATING OF TRUSTEE TODD J. HAWKE**

Hawke moved and Hardesty 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, 2026, 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 Todd J. Hawke.

<b>Hawke</b>	<b>yes</b>
<b>Hardesty</b>	<b>yes</b>

Pizzino moved and Hardesty seconded a motion to nominate Todd Hawke as Chairman.

**3-0 yes**

Pizzino moved and Hawke seconded a motion to nominate Justin Hardesty as Vice-Chairman.

**3-0 yes**

Fiscal Officer Gonzalez turned the meeting over to Trustee Hawke.

**ATTACHMENT 01/06/26A**

Hawke moved and Hardesty seconded a motion to set the 2026 Board of Trustees' regular meetings as follows:

January 15, 2026, at the Jackson Township Administration Building, 4:00p.m. Executive Session and/or Work Session, 5:00 p.m., General Session.

Commencing February of 2026, and thereafter, meetings will be 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.

**3-0 yes**

**ATTACHMENT 01/06/26B**

Hawke moved and Pizzino seconded a motion to approve the following 2026 Committee Representative list:

CIC-Community Improvement Corporation	Todd Hawke	Alt. Justin 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 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	Alt. Administrator
	Fire Chief, or designee	
	Police Chief, or designee	
SCOG-Stark County Council of Govts.	John Pizzino	Alt. Police Chief
Stark County Tax Incentive Review Council (TIRC)		
Members	Justin Hardesty, Trustee	
Alternates	Alt. Mike Vaccaro	
Stark County 9-1-1 Program Review Committee	Todd Hawke	
Stark County Hazard Mitigation Committee	Todd Hawke	Alt. Administrator

Jackson Local School District Liaison	John Pizzino
Stark County Health District Advisory Council	Justin Hardesty      Alt. Administrator
Jackson Township Tax Abatement	Todd Hawke, Economic Development Director
Review Committee Members	Mike Vaccaro
Haunted Hayride Committee	All Trustees
Community Celebration Committee	All Trustees
Amphitheater Committee	Todd Hawke, Public Works Director
Stark County ESID	Justin Hardesty      Law Director

**3-0 yes**

Hawke called the General Session to order at 4:34 p.m. He requested that all cell phones be silenced at this time.

The Pledge of Allegiance was recited.

**Public Speaks – None**

## **Administration Department**

### **RESOLUTION 26-003**

#### **AGREEMENT AND ECONOMIC DEVELOPMENT TRANSFER FORM**

Hawke moved and Hardesty seconded a motion that we hereby adopt and authorize the placement of the Board Members' signature upon the attached Agreement with El Milagro Mexican Restaurant LLC, dba El Milagro, and to authorize the Chairman's signature upon the Economic Development Transfer Form.

**3-0 yes**

### **RESOLUTION 26-004**

#### **INTERNET AUCTION OF TOWNSHIP PROPERTY**

Hawke moved and Pizzino seconded a motion 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 2026; 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 2026 internet auction program; and

Be it further resolved that the Board of Trustees shall post notice of its intent to sell surplus, unneeded, obsolete, and unfit-for-use township personal property by internet-based auction by posting once a week for two weeks on the Township News portion of the Jackson Township web site ([www.jacksontownship.com](http://www.jacksontownship.com)) and the Jackson Township Facebook page ([www.facebook.com/JacksonTownshipBoardofTrustees](https://www.facebook.com/JacksonTownshipBoardofTrustees)); 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

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 2026.

**3-0 yes**

**RESOLUTION 26-005****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 2026.

**3-0 yes**

**RESOLUTION 26-006****HEALTH DISTRICT MOU**

Hawke moved and Hardesty seconded a motion that we hereby adopt and authorize the placement of our signatures upon the attached Memorandum of Understanding with the Stark County Combined General Health District.

**3-0 yes**

**Police Department****RESOLUTION 26-007****CRYPTOCURRENCY INVESTIGATION AGREEMENT**

Hawke moved and Hardesty seconded a motion that, we hereby adopt and authorize the placement of Police Chief Mark Brink's signature on the attached Cryptocurrency Investigation Agreement with the Norton Police Department effective December 19, 2025.

**3-0 yes**

**RESOLUTION 26-008****LAW ENFORCEMENT TRUST FUND REPORT**

Hawke moved and Hardesty seconded a motion that pursuant to Ohio Revised Code Section 2981.13(C)(3), we hereby acknowledge receipt of the attached report filed January 5, 2026, by the Jackson Police Department detailing the funds received and authorized expenditures pursuant to Ohio Revised Code Section 2981.13, for calendar year 2025.

**3-0 yes**

**RESOLUTION 26-009****TRANSACTION RECORD ANALYSIS CENTER MEMORANDUM OF UNDERSTANDING**

Hawke moved and Hardesty seconded a motion that, we hereby adopt and authorize the placement of Police Chief Mark Brink's signature on the attached Transaction Record Analysis Center Memorandum of Understanding.

**3-0 yes**



## **Public Works Department**

### **Highway Division**

#### **RESOLUTION 26-010**

##### **ASTROJET STREET, N.W. – ROAD VACATION**

Hawke moved and Hardesty seconded a motion that pursuant to Ohio Revised Code section 5553.04(B) we hereby recommended to the Board of Stark County Commissioners vacation of Astrojet Street N.W., consistent with the Public Road Petition filed with the Board of Stark County Commissioners on December 17, 2025.

**3-0 yes**

### **Park Division**

#### **ATTACHMENT 01/06/26C**

Hawke moved and Hardesty seconded a motion to set the 2026 Park Events schedule as follows:

<b>Event</b>	<b>2026</b>
Yard Waste Opening	3/7/2026
Easter Egg Hunt	4/11/2026
Fishing Derby	5/2/2026
Movie in the Park	<b>TBD</b>
Celebration	6/24-27/2026
Car Show	7/17/2026
Farmers Market	7/9/2026 - 9/24/2026
Movie in the Park	<b>TBD</b>
Haunted Hayride	10/17/2026
Skating Rink	11/18/2026
Santa's Mailbox	12/1-15/2026
Holiday in the Park	12/12/2026
Yard Waste Closure	1/15/2027

**3-0 yes**

### **Fiscal Office**

#### **ATTACHMENT 01/06/26D**

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$860,517.95.

**3-0 yes**

#### **ATTACHMENT 01/06/26E**

Hawke moved and Pizzino seconded a motion to approve the monthly reports for December 2025.

**3-0 yes**

**ATTACHMENT 01/06/26F**

Hawke moved and Pizzino seconded a motion to approve the appropriation transfers for year-end balancing, for a total transfer of \$11,155.88 as follows:

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
204.310.5110	Regular Salaries-Hwy	204.310.5120	Overtime-Hwy	\$ 5,172.88
206.206.5120	Overtime-Public Works	206.206.5110	Works	\$ 1,851.65
209.255.5112	PT Wages Patrol	209.268.5112	PT Wages SRO	\$ 3,013.03
101.110.5485	Electric-Admin	101.110.5492	Trash Removal-Admin	\$ 694.22
210.211.5485	Electric-Fire Station #1	210.211.5492	Trash Removal-Fire	\$ 20.05
214.525.5485	South Park Electric	214.525.5488	Water-South Park	\$ 285.34
214.525.5485	South Park Electric	214.525.5490	Sewer-South Park	\$ .21
214.535.5485	Electric-Fisher Park	214.535.5488	Water-Fisher Park	\$ 118.50
		<b>TOTAL</b>		<b>\$ 11,155.88</b>

**3-0 yes**

**RESOLUTION 26-011****AUTHORIZING PAYMENT OF OBLIGATIONS BY ELECTRONIC TRANSFER OF FUNDS**

Hawke moved and Pizzino seconded a motion whereas, in order for a township to pay lawful obligations of the township by direct deposit of funds by electronic fund transfer a resolution must be adopted by the governing body authorizing the same and stating the type of obligations which can be paid by electronic transfer and the types of electronic transfers that will be permitted; and

Whereas, it is the desire of the Board of Trustees of Jackson Township to pay lawful obligations of the township by electronic fund transfer; and

Whereas, the Fiscal Officer; shall ensure that the account from which the payment is to be made contains sufficient funds to cover the amount of the payment; and

Whereas, Jackson Township has an operating account with First Commonwealth Bank and an appropriately executed contract authorizing such payments;

Therefore, be it resolved by The Board of Trustees of Jackson Township, as follows:

1. The Board authorizes the Township Fiscal Office to pay obligations by ACH subject to the provisions of ORC 507.11.
2. The use of direct deposit is subject to the provisions of ORC Sec. 9.37.

It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were adopted in an open meeting of this Board and that all deliberations of the Board that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Revised Code of Ohio.

**3-0 yes**

## **Routine Business**

### **Announcements**

- Next regular **Board of Trustees'** meeting, January 15, 2026, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **CIC Meeting** – January 15, 2026, 2:00 p.m., Jackson Township Hall
- **LOGIC Meeting** - January 8, 2026, 9:00 a.m., Safety Center
- **Zoning Meetings:** (Jackson Township Hall)
  - **Board of Zoning Appeals:**
    - None
  - **Zoning Commission :**
    - None

**Old Business – None**

**New Business –**

#### **RESOLUTION 26-012**

##### **PUBLIC WORKS DIRECTOR – RATE ADJUSTMENT**

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 511.10, we hereby adopt and approve a rate adjustment for Richard Rohn and the position of Public Works Director, which he is assigned, with an annual salary of \$125,590.40 (\$60.38 per hour) effective December 27, 2025. The appointee shall continue to serve at the pleasure of the Jackson Township Board of Trustees and with the benefits of a Class A employee as described in the Management Package (hired after July 1, 2012).

**3-0 yes**

#### **RESOLUTION 26-013**

##### **PARK SUPERINTENDENT – RATE ADJUSTMENT**

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 511.10, we hereby adopt and approve a rate adjustment for Michael W. Danner, and the position of Park Superintendent, which he is assigned, with an annual salary of \$84,156.40 (\$40.46 per hour) effective December 27, 2025. The appointee shall continue to serve at the pleasure of the Jackson Township Board of Trustees and with the benefits of a Class B employee as described in the Management Package (hired before July 1, 2012).

**3-0 yes**

**Public Speaks – None**

Hawke moved and Pizzino seconded a motion to adjourn.

**3-0 yes**

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**Todd Hawke**

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**Kody Gonzalez**