

JACKSON TOWNSHIP BOARD OF TRUSTEES

MEETING AGENDA

January 15, 2026

1. 3:30 P.M. Work Session:
 - A. New Policies:
 1. Petty Cash Procedure & Policy
 2. Travel Rewards Policy
 3. Tax-Exempt Certificate Use and Sales Tax Policy
 - B. Policy Amendment
 1. Travel Policy
2. 4:00 P.M. Executive Session:
 - A. Fire Department (Personnel Appointment/Employment/Compensation) – Deputy Chief Candidate Interview
 - B. Fire Department (Personnel Appointment/Employment/Compensation) – Interview Candidate for Captain’s Position
 - C. Public Works (Highway Division) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment – MOU Proposal
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 Department
 - A. Appropriation Transfer Request
 - B. OTARMA Renewal

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7. *Public Works Department:*
 - A. *Highway Division:*
 1. *Advertisement for Materials Bid*
 2. *Appropriation Transfer Request*
 3. *Disposition of Township Property*
 4. *ODOT Mileage Certification*
 - B. *Park Division:*
 1. *Accept sponsorship donations to the 2026 Community Celebration:*
 - a) *\$5,000.00 from BellStores*
 2. *Jackson Township Ball Fields Renovation Project – Change Order #1*
 3. *2026 Park Events Schedule – Amended*
 - C. *Amphitheater Division:*
 1. *Band Booking Agreement*
8. *Fiscal Office:*
 - A. *Pay Bills*
 - B. *Approve minutes for the December 16, 2025, and January 6, 2026, Board of Trustees' meetings.*
 - C. *Request for Advance of Property Taxes Collected*
9. *Routine Business:*
 - A. *Announcements:*
 - B. *Next Regular **Board of Trustees'** meeting, February 10, 2026, 4:00 P.M., Executive Session and/or Work Session: 5:00 P.M., General Session, Jackson Township Hall*

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- C. **CIC Meeting** – February 19, 2026, 2:00 P.M., Jackson Township Hall
- D. **LOGIC Meeting** – February 11, 2026, 9:00 A.M., Safety Center
- E. **Zoning Meetings:** - Jackson Township Hall:
 - a. **Zoning Commission** – None
 - b. **Board of Zoning Appeals** – February 12, 2026, 5:00 P.M.
- 10. *Old Business:*
- 11. *New Business:*
- 12. *Public Speaks – Open Forum:*
- 13. *Adjourn*

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

JANUARY 15, 2026

Hawke called the meeting to order at 3:35 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.

The first order of business was a work session to discuss new Petty Cash Procedure & Policy, Travel Policy Rewards, and Tax-Exempt Certificate Use and Sales Tax Policy. The group also discussed the Travel Policy amendment.

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

**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) – Interview Candidate for Captain’s Position.

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

Hawke moved and Hardesty seconded a motion to go into Executive Session for Public Works (Highway Division) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment–MOU Proposal.

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

Hawke called the General Session to order at 5:17 p.m. He requested that all cell phones be silenced at this time.

The Pledge of Allegiance was recited.

Public Speaks – None

Administration Department

ATTACHMENT 01/15/26A

Hawke moved and Hardesty seconded a motion to approve the following appropriation transfer request for a total transfer of \$10,047.83.

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
209.250.5385	Other	209.250.5464	Liability Insurance - Police	\$ 188.88
210.210.5468	Accident Insurance	210.210.5460	Automobile Insurance - Fire	\$ 7,579.41
101.115.5387	Discretionary	101.115.5460	Automobile Insurance - CM	\$ 86.90
204.310.5387	Discretionary	204.310.5462	Building Insurance – Hwy	\$ 1,022.00
209.250.5385	Other	209.250.5462	Building Insurance – Police	\$ 1,170.64
			TOTAL	\$10,047.83
				3-0 yes

ATTACHMENT 01/15/26B

Hawke moved and Hardesty seconded a motion to approve and authorize the placement of the Chairman’s signature upon the Anniversary Information Acknowledgement from OTARMA for the Township’s liability and property coverage for 2026, approve purchase order number RG 26260 for said purchase.

3-0 yes

Public Works Department

Highway Division

RESOLUTION 26-014

2026 PUBLIC WORKS DEPARTMENT MATERIALS BID

Hawke moved and Pizzino seconded a motion that we hereby authorize the attached Advertisement for Bids for 2026 Public Works Department Materials.

3-0 yes

ATTACHMENT 01/15/26C

Hawke moved and Pizzino seconded a motion to approve the following appropriation transfer request for a total transfer of \$1,611.45.

FROM CODE	DESCRIPTION	TO CODE	DESCRIPTION	AMOUNT
317.310.5387	Discretionary – Hwy	317.310.5670	Security Sys Upgrade-Hwy	\$ 1,611.45
			TOTAL	\$ 1,611.45

3-0 yes

RESOLUTION 26-015

DISPOSITION OF TOWNSHIP PROPERTY

Hawke moved and Pizzino seconded a motion whereas, ORC Section 505.10(A) permits the Board of Trustees of Jackson Township to adopt by resolution a list of personal property that is not needed

for public use, or is obsolete or unfit for the use for which it was acquired, and to discard the personal property that has no value and;

Be it resolved, and pursuant to, ORC Section 505.10(A)(7), we hereby find that the attached list of equipment is no longer needed for the use it was originally acquired, said equipment has no value and is unfit for use, and authorizes the discarding of the items listed.

3-0 yes

ATTACHMENT 01/15/26D

Hawke moved and Hardesty seconded a motion to adopt and authorize the placement of the Board Members' signatures on the ODOT Township Highway System Mileage Certification for a total of 209.981 Township miles.

3-0 yes

Park Division

Hawke moved and Hardesty seconded a motion to accept the following sponsorship donation for the 2026 Community Celebration:

1. \$5,000.00 from BellStores

3-0 yes

ATTACHMENT 01/15/26E

Hawke moved and Pizzino seconded a motion to adopt and authorize the Board Chairman's signature upon the attached Change Order No. 1 for the Jackson Township Ball Fields Renovation Project.

3-0 yes

ATTACHMENT 01/15/26F

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

Event	2026
Yard Waste Opening	3/1/2026
Easter Egg Hunt	3/28/2026
Fishing Derby	5/2/2026
Movie in the Park	5/31/2026
Celebration	6/24-27/2026
Car Show	7/17/2026
Farmers Market	7/9/2026 - 9/24/2026
Movie in the Park	8/14/2026
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

Amphitheater Division

RESOLUTION 25-016

AMPHITHEATER BAND BOOKING AGREEMENT

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

Whereas, the Board of Trustees has determined that, as part of its programming for the Jackson Amphitheater, the act identified in the attached contract are to be engaged for a performance during the 2026 season.

Be it resolved that we hereby adopt and authorize the placement of the Board Chairman's signature upon the attached Booking Agreement for the following band:

1. Canton Concert Band –Bryan Harris.

3-0 yes

Fiscal Office

ATTACHMENT 01/15/26G

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$ 1,275,491.24.

3-0 yes

ATTACHMENT 01/15/26H

Hawke moved and Pizzino seconded a motion to approve the minutes of the December 16, 2025 Board of Trustees' Meeting.

3-0 yes

ATTACHMENT 01/15/26I

Hawke moved and Pizzino seconded a motion to approve the minutes of the January 6, 2026 Board of Trustees' Meeting.

3-0 yes

ATTACHMENT 01/15/26J

Hawke moved and Hardesty seconded a motion to approve the Request for Advance of Property Tax Collected.

3-0 yes

Routine Business

Announcements

- Next regular **Board of Trustees'** meeting, February 10, 2026, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Jackson Township Hall.
- **CIC Meeting** – February 19, 2026, 2:00 p.m., Jackson Township Hall

- **LOGIC Meeting** - February 11, 2026, 9:00 a.m., Safety Center
- **Zoning Meetings:** (Jackson Township Hall)
 - **Board of Zoning Appeals:**
 - February 12, 2026, 5:00p.m.
 - **Zoning Commission :**
 - None

Old Business – None

New Business –

RESOLUTION 26-017

DEPUTY CHIEF APPOINTMENT

Hawke moved and Pizzino seconded a motion that, pursuant to ORC Section 505.38, we hereby appoint Adam J. Gladysz as Full time Deputy Chief for the Jackson Township Fire Department, Stark County, Ohio, effective February 7, 2026 at 0800 hours, with compensation of \$116,093.80 per year and the benefits of a class B employee as described in the Benefit Package for Management Personnel (hired after July 1, 2012), except Adam J. Gladysz shall pay 2% of the employee’s contribution to OPFPF, and serve a one year probationary period.

3-0 yes

RESOLUTION 26-018

FIRE DEPARTMENT CAPTAIN APPOINTMENT

Hawke moved and Hardesty seconded a motion that, pursuant to Step 6 of the Notice of Examination, ORC Section 505.38, and the Township’s Personnel Hiring Policy, we hereby appoint Jason C. Berczik to the position of Full Time Fire Department Captain, effective February 13, 2026 at 0800 hours, at the annual rate of \$94,007.95 (34.77 per hour) as set forth in the Negotiated Agreement with Jackson Township and the Jackson Township Professional Firefighters Local 2280, IAFF.

Be it further resolved that Jason C. Berczik shall serve a twelve (12) month probationary period.

3-0 yes

RESOLUTION 26-019

PETTY CASH FUND POLICY AND PROCEDURES

Hawke moved and Hardesty seconded a motion therefore, be it resolved by The Board of Trustees of Jackson Township, as follows:

1. Effective immediately, we hereby adopt and approve the attached Petty Cash Fund Policy and Procedures, to include Exhibit B which replaces any previously established funds.
2. We hereby rescind the Petty Cash funds for the Highway Division and Parking Ticket Bureau and direct the money from both funds be restored to their original funds, respectively.

3-0 yes

**RESOLUTION 26-020
TRAVEL REWARDS POLICY**

Hawke moved and Pizzino seconded a motion that, effective immediately, we hereby adopt and approve the attached Travel Rewards Policy.

3-0 yes

**RESOLUTION 26-021
TAX EXEMPT CERTIFICATION AND SALES TAX POLICY**

Hawke moved and Pizzino seconded a motion that, effective immediately, we hereby adopt and approve the attached Tax Exempt Certification and Sales Tax Policy.

3-0 yes

**RESOLUTION 26-022
TRAVEL POLICY AMENDMENT**

Hawke moved and Pizzino seconded a motion that, effective immediately, we hereby adopt and approve the attached amendment to the Travel Policy.

3-0 yes

Public Speaks – None

Hawke moved and Pizzino seconded a motion to adjourn.

3-0 yes

Todd Hawke

Kody Gonzalez