

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

JUNE 23, 2020

Hawke called the meeting to order at 3:00 p.m. at the Jackson Township Hall with Trustees Todd Hawke, John Pizzino and Jim Thomas present. Fiscal Officer Gonzalez, Administrator/Law Director Vaccaro, Fire Chief Hogue, Police Chief Brink, Zoning Inspector Poindexter and Public Works Director Rohn were also in attendance.

Hawke moved and Pizzino seconded a motion to go into Executive Session for Administrative Department Personnel (Appointment / Employment / Compensation) – Interview Full-time Receptionist Candidate.

3-0 yes

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

3-0 yes

Hawke moved and Pizzino seconded a motion to go into Executive Session for Police Department Personnel (Appointment / Employment / Compensation) – Discipline.

3-0 yes

Hawke moved and Pizzino seconded a motion to go into Executive Session for Police Department Personnel (Appointment / Employment / Compensation) – Fit-For-Duty.

3-0 yes

Hawke moved and Pizzino seconded a motion to go into Executive Session to consider the sale of property, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest – Administration Department.

3-0 yes

Upon return from Executive Session at 5:03 p.m., Hawke called the General Session to order. He requested that all cell phones be turned off at this time.

The Pledge of Allegiance was recited.

Public Speaks - None

Administration Department

RESOLUTION 20-084, ATTACHED CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT

Hawke moved and Thomas seconded that whereas, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136, (the CARES Act) was signed into law by the President of the United States on March 27, 2020; and

Whereas, the Ohio General Assembly established a process for distributing funds provided by the “Coronavirus Aid, Relief, and Economic Security Act” in House Bill 481 of the 133rd General Assembly (HB 481); and

Whereas, HB 481 requires subdivisions receiving funds under Section 1 of the act, to pass a resolution affirming that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations before receiving said funds; and

Whereas, Jackson Township is requesting its share of funds from the Stark County Coronavirus Relief Distribution Fund.

Now therefore, be it resolved that the Board of Trustees of Jackson Township affirms that all funds received from the Stark County Coronavirus Relief Distribution Fund pursuant to HB 481 be expended only to cover costs of the Township consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations and guidance only to cover expenses that:

- (1) Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- (2) Were not accounted for in Jackson Township’s most recently approved budget as of March 27, 2020; and
- (3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

Furthermore, in compliance with HB 481, be it resolved by the Board of Trustees of Jackson Township that the Jackson Township Fiscal Officer take all necessary action to:

- (1) On or before October 15, 2020, pay any unencumbered balance of money in the Jackson Township’s local coronavirus relief fund to the Stark County Treasurer;
- (2) On or before December 28, 2020, pay the balance of any money in the Jackson Township’s local coronavirus relief fund to the state treasury in the manner prescribed by the Director of the Ohio Office of Budget and Management; and
- (3) Provide any information related to any payments received under HB 481 to the Director of the Ohio Office of Budget and Management as requested.

3-0 yes

ATTACHMENT 06/23/20 A

Hawke moved and Thomas seconded a motion to approve and authorize the Board Chairman's signature on the attached SCOG Natural Gas Program Consent Form.

3-0 yes

ATTACHMENT 06/23/20 B

Hawke moved and Thomas seconded a motion to designate December 2020 and January 2021 as health insurance premium holidays as directed by the Health Benefits Program of Stark County Schools Council of Governments for Fiscal Year 2021. During the premium holiday months, health insurance premiums will be waived for enrolled employees.

3-0 yes

Hawke also pointed out that the premium holiday is for enrolled employees, but also the Township's portion is waived as well during that time. Hawke asked Gonzalez if he knew the amount. Gonzalez said it is a significant amount. He will follow up with the Board with the total savings.

Police Department

RESOLUTION 20-085, ATTACHED

STARK COUNTY SHERIFF'S OFFICE POLICE DEPARTMENT EQUIPMENT SALE

Hawke moved and Thomas seconded that we hereby adopt and authorize the placement of our signatures upon the attached Agreement with the Stark County Sheriff's Office.

3-0 yes

ATTACHMENT 06/23/20 C

Hawke moved and Thomas seconded a motion to accept a donation of \$250.00 from the Tam O'Shanter Company's 2020 Community Celebration donation.

3-0 yes

Public Works Department

Highway Division

ATTACHMENT 06/23/20 D

Hawke moved and Pizzino seconded a motion to approve a Then & Now Certificate purchase for \$3,000 or more in number MV20353 for heated LED snow plow lights for \$4,053.41.

3-0 yes

Park Division

ATTACHMENT 06/23/20 E

Hawke moved and Pizzino seconded a motion to adopt and authorize the Board Chairman's signature upon the attached Change Order No. 16 for the North Park Amphitheater Project.

3-0 yes

ATTACHMENT 06/23/20 F

Hawke moved and Pizzino seconded a motion to adopt and authorize the Board Chairman's signature upon the attached Change Order Nos. 1, 2, and 3 for the North Park Amphitheater Parking Lot Project - General.

3-0 yes

ATTACHMENT 06/23/20 G

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 North Park Amphitheater Parking Lot Project - Electrical.

3-0 yes

Central Maintenance

ATTACHMENT 06/23/20 H

Hawke moved and Pizzino seconded a motion to approve the appropriation transfer request from account code 101.115.5387, Discretionary - CM, to account code 101.115.5356 Bldg – Equip Maint – CM in the amount of \$2,627.16 and account code 101.115.5387, Discretionary – CM to account code 101.115.5414, Annual Contracts – CM.

3-0 yes

Fire Department

ATTACHMENT 06/23/20 I

Hawke moved and Thomas seconded a motion to accept the attached retirement notice from Full-time Secretary-2, Susan A. Bacon, effective July 31, 2020 at 1630 hours.

3-0 yes

ATTACHMENT 06/23/20 J

Hawke moved and Thomas seconded a motion to accept a donation of \$250.00 from the Tam O'Shanter Company's 2020 Community Celebration donation.

3-0 yes

**RESOLUTION 20-086, ATTACHED
FIRE DEPARTMENT VEHICLE PURCHASE**

Hawke moved and Thomas seconded 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 Waikem Auto Group for the purchase of one (1) 2020 Ford Expedition XLT Max 4x4 in the amount of \$41,331.00 as the price is lower than the prices listed in the State Purchasing Contract for the same equipment.

3-0 yes

Zoning & Planning Department

RESOLUTION 20-087, ATTACHED

NOXIOUS WEEDS – 4896 EVERHARD ROAD NW, PARCEL NOS. 1616229 AND 1613902, JACKSON TOWNSHIP, OHIO

Hawke moved and Thomas 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 Store Capital Acquisitions, LLC, in Jackson Township and described as follows: 4896 Everhard Road NW, Parcel Nos. 1616229 and 1613902, Jackson Township, Ohio.

Be it resolved that said Store Capital Acquisitions, LLC, whose tax mailing address is 6201 Steuben Pike #100, McKee's Rocks, PA 15136, 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 every 30 days from the date of this Resolution until October 31, 2020. If the owner fails to meet this obligation within the five-day period, or the subsequent 30 day periods, 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 06/23/20 K

Hawke moved and Thomas seconded a motion to submit a notice to the County Auditor for fees and expenses for mowing noxious weeds at 4835 East Blvd NW, Parcel No. 16-03437.

3-0 yes

Fiscal Department

ATTACHMENT 06/23/20 L

Hawke moved and Pizzino seconded a motion to pay the bills in the amount of \$1,391,631.61.

3-0 yes

ATTACHMENT 06/23/20 M

Hawke moved and Pizzino seconded a motion to approve the minutes of the June 9, 2020 Board of Trustees' meeting.

3-0 yes

ATTACHMENT 06/23/20 N

Hawke moved and Pizzino seconded a motion to request the advance of Real Estate Taxes from the County Auditor.

3-0 yes

ATTACHMENT 06/23/20 O

Hawke moved and Thomas seconded a motion to send the request for an Additional Amended Certificate to the Stark County Auditor.

3-0 yes

RESOLUTION 20-088, ATTACHED

RECISSION OF FIRE CAPITAL PROJECTS FUND #328

Hawke moved and Thomas seconded a motion that pursuant to ORC Section 5705.13(C), we hereby rescind Resolution No. 19-292 and all prior resolutions related to the establishment and/or amendment of Capital Projects Fund #328 and to transfer the balance contained in Capital Projects Fund #328 of \$1,364,082.49 to Fire Levy Fund #210.

3-0 yes

RESOLUTION 20-089, ATTACHED

FIRE DEPARTMENT CAPITAL PROJECTS FUND #318

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(C), effective June 23, 2020, we hereby:

1. Establish a Capital Projects Reserve Balance Account, Fund #318, for the purpose of accumulating resources for the acquisition, construction, or improvement of fixed assets for Fire Department services through the performance of the projects described in attached Exhibit A.

2. Authorize the transfer and/or receipt of monies set forth in Exhibit A totaling \$1,364,082.49 from Account 210.210.5958 to be deposited in a special fund named the Capital Projects Reserve Balance Account Fund #318 bringing the total deposits to \$1,364,082.49 which is the amount to be accumulated in the Reserve Balance Account and which said amount shall be accumulated over a ten year period from the effective date of this Resolution and shall be established, maintained, and monies therein to be invested by the Township Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #318 – fire capital projects fund, Receipt #318.4990 – transfer in, Expense codes #318.210.5658, 318.210.5660, and 318.210.5762 – capital projects fund, fire cost center, various object codes as described on attached Exhibit A.

3-0 yes

RESOLUTION 20-090, ATTACHED

RECISSION OF FIRE CAPITAL PROJECTS FUND #329

Hawke moved and Thomas seconded a motion that pursuant to ORC Section 5705.13(C), we hereby rescind Resolution No. 17-150 and all prior resolutions related to the establishment and/or amendment of Capital Projects Fund #329 and to transfer the balance contained in Capital Projects Fund #329 of \$1,243,667.91 to General Fund #101.

3-0 yes

**RESOLUTION 20-091, ATTACHED
FIRE DEPARTMENT CAPITAL PROJECTS FUND #319**

Hawke moved and Thomas seconded a motion that pursuant to attached ORC Section 5705.13(C), effective June 23, 2020, we hereby:

1. Establish a Capital Projects Reserve Balance Account, Fund #319, for the purpose of accumulating resources for the acquisition, construction or improvement of fixed assets such as real estate purchases as described in attached Exhibit A.

2. Authorize the transfer and/or receipt of monies set forth in Exhibit A totaling \$1,243,667.91 from Account 101.150.5957 to be deposited in a special fund named the Capital Projects Reserve Balance Account Fund #319 bringing the total deposits to \$1,243,667.91 which is the amount to be accumulated in the Reserve Balance Account and which said amount shall be accumulated over a ten year period from the effective date of this Resolution and shall be established, maintained, and monies therein to be invested by the Township Fiscal Officer.

3. Authorize the creation of the following new codes in the accounting system: Fund #319 – capital projects fund, Receipt #319.4990 – transfer in, Expense codes #319.110.5387 and 319.110.5765 – capital projects fund, admin cost center, various object codes as described on attached Exhibit A.

3-0 yes

ATTACHMENT 06/23/20 P

Hawke moved and Pizzino seconded a motion to approve the supplemental appropriations in the amount of \$3,921,489.25.

3-0 yes

Routine Business

Announcements

- Next regular **Board of Trustees'** meeting, July 14, 2020, 4:00 p.m., Executive Session and/or Work Session; 5:00 p.m., General Session, Township Hall.
- **LOGIC**, July 9, 2020, 9:00 a.m., via video conference. Those interested in participating should call (330) 830-4285.
- **Zoning Meetings:**
 - Board of Zoning Appeals - June 25, 2020, 5:00 p.m., via video conference. Those interested in participating should call (330) 832-8023.

Old Business

Hawke spoke briefly about the 2020 Census and its importance to us as a Township. He said that Commissioner Regula sent out information reporting that currently we are about 77.6% complete,

vs 83% complete in the 2010 Census. The census count is very important. It helps determine the number of seats Ohio has in House of Representatives. There is also approximately \$675 Billion that comes from the Federal Government based on the Census count and is divided up amongst schools, hospitals, roads, public works, etc. Stark County as a whole receives roughly \$1 billion. Each uncounted person in the census costs the Township nearly \$2,900. The deadline is extended until Oct 31, 2020. You can complete the census online at www.2020Census.gov or call (844) 330-2020 or you can mail in your packet. Hawke repeatedly stressed how important the census is and how important it is to have accurate numbers so the Township can get the share that it deserves.

New Business

Gonzalez presented to the Board a plaque received from Flexible Pavements of Ohio in recognition of the Strip Ave extension project. Strip Ave was originally extended to help eliminate/re-route some of the traffic in the area instead of widening the road. Flexible Pavements of Ohio chooses 2 -3 projects a year for this award and considering all the roads built throughout Ohio, for the extension to be chosen is exciting and a compliment to the Highway Department and the Trustees.

RESOLUTION 20-092, ATTACHED

FULL TIME RECEPTIONIST/SECRETARY CONDITIONAL APPOINTMENT

Hawke moved and Pizzino seconded a motion that we hereby appoint Karla J. Lindesmith to the full-time position of Receptionist/Secretary for the Jackson Township Administration Department conditioned upon successful completion of the background check, negative drug screen, and any other testing requirements.

3-0 yes

RESOLUTION 20-093, ATTACHED

POLICE DEPARTMENT PART-TIME POLICE OFFICER CONDITIONAL APPOINTMENT

Hawke moved and Pizzino seconded a motion that pursuant to ORC Section 505.49 and 509.01, we hereby appoint Rayetta J. Kanters, as a Part-Time Patrol Officer and Township Constable for the Jackson Township Police District, Stark County, Ohio, conditioned upon providing proof of Ohio Peace Officer Training Academy certification, successful completion of the background check, negative drug screen and any other testing requirements.

3-0 yes

Public Speaks - None

Hawke moved and Thomas seconded a motion to adjourn.

3-0 yes

Todd Hawke

Randy Gonzalez