

RECORD OF PROCEEDINGS

MINUTES OF JACKSON TOWNSHIP BOARD OF TRUSTEES MEETING

JANUARY 14, 2020

Hawke called the meeting to order at 4:31 p.m. at the Jackson Township Hall with all Trustees, Fiscal Officer and Vaccaro present. He requested that all cell phones be turned off.

The Pledge of Allegiance was recited.

**RESOLUTION 20-001, ATTACHED
SEATING OF TRUSTEE JIM THOMAS**

Hawke moved and Pizzino 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, 2020, has been added to the Township's OTARMA Insurance Policy, and further accept the attached Certificate of Election, Fiscal Officer's Notice to Give Bond and Take Oath, Oath of Office, and Certificate of Oath for Jim Thomas.

Pizzino yes
Hawke yes

Hawke turned the meeting over to Fiscal Officer Gonzalez.

Pizzino moved and Thomas seconded a motion to appoint Hawke as Chairman. **3-0 yes**

Hawke moved and Thomas seconded a motion to appoint Pizzino as Vice-Chairman. **3-0 yes**

Gonzalez turned the meeting back to Chairman Hawke.

Kody Gonzalez and his sons held the Bible while John Pizzino issued the Oath of Office.

**RESOLUTION 20-002, ATTACHED
SEATING OF FISCAL OFFICER RANDY GONZALEZ**

Hawke moved and Pizzino seconded a motion that in accordance with ORC Section 3.061, we hereby acknowledge the attached endorsement of Faithful Performance of Duty, effective April 1, 2020, has been added to the Township's OTARMA Insurance Policy, and further accept the attached Certificate of Election, Fiscal Officer's Notice to Give Bond and Take Oath, Oath of Office, and Certificate of Oath for Randy Gonzalez.

3-0 yes

**RESOLUTION 20-003, ATTACHED
ASSISTANT FISCAL OFFICER BONDS**

Hawke moved and Pizzino seconded a motion that in accordance with ORC Section 3.061, we hereby acknowledge the attached endorsement of Faithful Performance of Duty, effective April 1, 2020, has been added to the Township's OTARMA Insurance Policy for the Assistant Fiscal Officers.

3-0 yes

ATTACHMENT 01/14/20 A

Hawke moved and Thomas seconded a motion to set the 2020 Board of Trustees’ regular meetings 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 01/14/20 B

Hawke moved and Thomas seconded a motion to approve the attached 2020 Committee Representative list. **3-0 yes**

CIC – Community Improvement Corporation	Todd Hawke	Alt. Jim Thomas
CLOUT-Coalition of Large Oho Urban Twps	Mike Vaccaro	Alt. Randy Gonzalez
Department Head Meetings	All Trustees (rotation)	
Labor Management Meetings:		
Highway/Park/Maintenance	Any Trustee	
Office & Clerical	Any Trustee	
Police (Patrol, Sgts, Lts.)	Any Trustee	
Fire (Firefighters, Fire Inspectors)	Any Trustee	
Healthcare Cost Containment Committee		
Trustee	Todd Hawke	Alt. John Pizzino
Fiscal	Randy Gonzalez	Alt. Mary Reno
Recycling Station Board:		
Recycling Station Board Member	Todd Hawke	
LOGIC-Local Governments in Cooperation	John Pizzino, Trustee	
	Tracy Hogue, Fire Chief	
	Mark Brink, Police Chief	
SCOG-Stark County Council of Govts.	Randy Gonzalez	Alt. John Pizzino
		2 nd Alt. Mike Vaccaro
Tax Incentive Review Council (TIRC):		
Members	Todd Hawke	Randy Gonzalez
Alternate	Mike Vaccaro	
Jackson Township Tax Abatement Review	Todd Hawke	Randy Gonzalez
Committee Members	Mike Vaccaro	
Haunted Hayride	All Trustees	
Community Celebration Committee	All Trustees	

Hawke moved and Pizzino seconded a motion to go into Executive Session for Administration Department Personnel (Appointment/Employment/Compensation) – Interview Candidate for Receptionist’s position. **3-0 yes**

Hawke moved and Pizzino seconded a motion to go into Executive Session for Police Department Personnel (Appointment/Employment/Compensation) – Interview Candidate for Sergeant’s position. **3-0 yes**

Hawke moved and Pizzino seconded a motion to go into Executive Session for Police Department Personnel (Appointment/Employment/Compensation) – Interview Candidates for Full-time Police Patrol Officer. **3-0 yes**

Upon return from Executive Session at 5:55 p.m., Hawke called the General Session to order with all department heads present. He requested that all cell phones be turned off at this time.

The Pledge of Allegiance was recited.

Public Speaks

Carol Burger, 4548 Amber Ridge Ave. N.W., 44708, gave the Board a history of her son's fight against drugs and alcohol. She presented a commendation to Detective Matt Demyan for his intervention. She said she was grateful to Detective Demyan for giving her four more years with her son.

Police Department

RESOLUTION 20-004, ATTACHED LIEUTENANT'S PROMOTION

Hawke moved and Pizzino seconded a motion that, pursuant to the Article 34 of the Sergeants Negotiated Agreement between the Board of Trustees of Jackson Township and the Fraternal Order of Police, Ohio Labor Council, Inc. we hereby appoint Jason W. Collins to the position of Full-Time Lieutenant in the Jackson Township Police District Department, Stark County, Ohio, effective at 0800 on January 18, 2020, who will be compensated at the rate and benefits established in the Lieutenants Negotiated Agreement between the Board of Trustees of Jackson Township and the Fraternal Order of Police, Ohio Labor Council, Inc. with a probationary period of 365 days at the Full-Time Lieutenant rate of \$43.2538 per hour. **3-0 yes**

RESOLUTION 20-005, ATTACHED LIEUTENANT'S PROMOTION

Hawke moved and Thomas seconded a motion that, pursuant to the Article 34 of the Sergeants Negotiated Agreement between the Board of Trustees of Jackson Township and the Fraternal Order of Police, Ohio Labor Council, Inc. we hereby appoint Daniel E. Vaughn to the position of Full-Time Lieutenant in the Jackson Township Police District Department, Stark County, Ohio, effective at 0801 on January 18, 2020, who will be compensated at the rate and benefits established in the Lieutenants Negotiated Agreement between the Board of Trustees of Jackson Township and the Fraternal Order of Police, Ohio Labor Council, Inc. with a probationary period of 365 days at the Full Time Lieutenant rate of \$43.2538 per hour. **3-0 yes**

Hawke administered the oaths of office. A brief recess was taken to allow time for pictures.

RESOLUTION 20-006, ATTACHED ACCEPTANCE OF FULL TIME POLICE LIEUTENANT OATH OF OFFICE

Hawke moved and Thomas seconded a motion that we hereby accept the attached oath of office for Jason W. Collins as Full-time Lieutenant for the Jackson Township Police District, Stark County, Ohio. **3-0 yes**

RESOLUTION 20-007, ATTACHED

ACCEPTANCE OF FULL TIME POLICE LIEUTENANT OATH OF OFFICE

Hawke moved and Thomas seconded a motion that we hereby accept the attached oath of office for Daniel E. Vaughn as Full-time Lieutenant for the Jackson Township Police District, Stark County, Ohio. **3-0 yes**

Administration Department

RESOLUTION 20-008, ATTACHED

PREVAILING WAGE COORDINATOR

Hawke moved and Thomas 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 2020. **3-0 yes**

RESOLUTION 20-009, ATTACHED

REAL PROPERTY TAX EXEMPTION APPLICATION

Hawke moved and Thomas seconded a motion that we hereby adopt and authorize the placement of the board chairman's signature upon the attached Applications for Real Property Tax Exemption. **3-0 yes**

Public Works

Highway Division

RESOLUTION 20-010, ATTACHED

2020 PUBLIC WORKS DEPARTMENT MATERIALS BID

Hawke moved and Thomas seconded a motion that we hereby authorize the attached Advertisement for Bids for 2020 Public Works Department Materials. **3-0 yes**

Park Division

Hawke moved and Thomas seconded a motion to accept the following sponsorship donations to the 2020 Community Celebration:

1. \$500.00 from Community One Credit Union
2. \$500.00 from Krugliak, Wilkins, Griffiths & Dougherty Co., LPA **3-0 yes**

RESOLUTION 20-011, ATTACHED

NORTH PARK PLAYGROUND PURCHASE

Hawke moved and Thomas 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 \$44,808.04, which the prices are listed in the Omnia Partners, Public Sector Contract. **3-0 yes**

Central Maintenance

RESOLUTION 20-012, ATTACHED INTERNET AUCTION OF TOWNSHIP PROPERTY

Hawke moved and Thomas 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 2020; 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 2020 internet auction program; and

Be it further resolved that the Fiscal Officer shall publish in a newspaper of general circulation, notice of its intent to sell surplus, unneeded, obsolete, and unfit-for-use township personal property by internet-based auction to be published once; 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 in addition shall be posted continuously on the Township website (www.jacksonstp.com); with a link to the respective internet based auction company chosen to handle the particular sale; 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 2020. **3-0 yes**

**RESOLUTION 20-013, ATTACHED
PUBLIC WORKS DIVISION ROTARY LIFT 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 Quotation with Vehicle Services Group, LLC/Rotary Lift for the purchase of a 4-leg Surface Mounted Vertical Rise Lift with Related Equipment and Installation as described in the quote for a total amount of \$135,219.68, which the prices are listed in the State Purchasing Contract.

3-0 yes

Zoning Department

ATTACHEMENT 01/14/20 C

Hawke moved and Thomas seconded a motion to accept the attached resignation from Board of Zoning Appeals Member, Daniel Creighton, effective January 7, 2020. **3-0 yes**

ATTACHMENT 01/14/20 D

Hawke moved and Thomas seconded a motion to appoint Jared Singer to serve as a member of the Jackson Township Board of Zoning Appeals to complete an unexpired five-year term ending December 31, 2022. **3-0 yes**

ATTACHMENT 01/14/20 E

Hawke moved and Thomas seconded a motion to appoint Deborah Busby to serve as Alternate 1 of the Jackson Township Board of Zoning Appeals for a one-year term, from January 1, 2020 through December 31, 2020. **3-0 yes**

Hawke moved and Thomas seconded a motion to appoint Steven Gosney to serve as Alternate 2 of the Jackson Township Board of Zoning Appeals for a one-year term, from January 1, 2020 through December 31, 2020. **3-0 yes**

ATTACHMENT 01/14/20 F

Hawke moved and Thomas seconded a motion to set a public hearing on February 11, 2020, at 5:00 p.m., for a nuisance violation at 7156 Braucher St. NW, Jackson Township. **3-0 yes**

Fiscal Office

ATTACHMENT 01/14/20 G

Hawke moved and Thomas seconded a motion to pay the bills in the amount of \$1,693,968.01.

3-0 yes

ATTACHMENT 01/14/20 H

Hawke moved and Pizzino seconded a motion to approve the minutes of the December 23, 2019 Board of Trustees’ meeting.

Hawke **yes**
Pizzino **yes**
Thomas **abstained**

ATTACHMENT 01/14/20 I

Hawke moved and Thomas seconded a motion to accept the monthly reports for December 2019.

3-0 yes

ATTACHMENT 01/14/20 J

Hawke moved and Thomas seconded a motion to approve the appropriation transfer request:

From		To		
Code	Description	Code	Description	Amount
101.115.5220	Hospitalization	101.115.5110	Regular Salaries-CM	\$ 4,985.33
209.255.5112	Part-time Wages	209.255.5110	Regular Salaries-Pol	\$10,154.77
210.211.5485	Electric – Station 1	210.211.5490	Sewer – Station 1	\$ 1,286.88
214.525.5485	Electric – South Park	214.525.5488	Water – South Park	\$ 5,280.73
101.110.5764	Land/Bldgs Site Impr	101.110.5765	Amphitheater	\$ 2,418.00

3-0 yes

RESOLUTION 20-014, ATTACHED

APPOINTMENT OF ASSISTANT FISCAL OFFICER – ACCOUNTS PAYABLE

Hawke moved and Thomas seconded a motion that, pursuant to ORC Sections 507.021(A) and 511.10 we hereby ratify and approve the appointment of Erin K. Gross for the position of Assistant Fiscal Officer – Accounts Payable with an annual salary of \$36,400.00 (\$17.50 per hour) effective January 21, 2020, as set by the Fiscal Officer, Randy Gonzalez. The appointee shall serve at the pleasure of the Fiscal Officer and with the benefits of a Class C employee as described in the Management Package.

3-0 yes

Routine Business

Announcements

- Next regular Board of Trustees’ meeting, January 28, 2020, 4:00 p.m. Executive Session and/or Work Session; 5:00 p.m., General Session, Township Hall.
- CIC, January 23, 2020, 8:00 a.m., Township Hall.
- LOGIC, January 16, 2020, 9:00 a.m., Safety Center Chiefs’ Conference Room.

- Community Celebration Meeting, January 28, 2020, 3:00 p.m., Jackson Township Hall.
- Jackson Recycling Board, January 22, 2020, 11:00 a.m., Buehler’s Community Room.
- Zoning Meetings:
 - Board of Zoning Appeals, 5:00 p.m., Township Hall, January 23, 2020.
 - Zoning Commission – None Scheduled

Old Business – None

New Business

**RESOLUTION 20-015, ATTACHED
FULL TIME RECEPTIONIST/SECRETARY CONDITIONAL APPOINTMENT**

Hawke moved and Thomas seconded a motion that we hereby appoint Kathryn E. Robertson 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 20-016, ATTACHED
SERGEANT’S PROMOTION**

Hawke moved and Pizzino seconded a motion whereas, on November 27, 2018, we established the Sergeant’s Promotion Eligibility List, which is incorporated herein, effective December 1, 2018.

Be it resolved that, pursuant to Article 34 of the Patrol Officer’s Negotiated Agreement between the Board of Trustees of Jackson Township and the Fraternal Order of Police, Ohio Labor Council, Inc. we hereby appoint Josh A. Escola to the position of Full-Time Sergeant in the Jackson Township Police District Department, Stark County, Ohio, effective January 18, 2020, at 0001 hours, who will be compensated at the rate and benefits established in the Sergeant’s Negotiated Agreement between the Board of Trustees of Jackson Township and the Fraternal Order of Police, Ohio Labor Council, Inc. with a probationary period of 365 days at the Full-Time Sergeant base rate of \$37.6119 per hour. **3-0 yes**

**RESOLUTION 20-017, ATTACHED
APPOINTMENT OF FULL TIME POLICE PATROL OFFICER**

Hawke moved and Pizzino seconded a motion that, pursuant to ORC Sections 505.49 and 509.01, we hereby appoint Brittany L. Bissler to the position of full-time Patrol Officer and Police Constable for the Jackson Township Police District Department, Stark County, Ohio, effective January 18, 2020 at 0001 hours, at the annual salary of \$58,091.96 (\$27.9288 per hour), and the benefits contained in the Negotiated Agreement.

Be it further resolved that, in accordance with Article 37 of the Negotiated Agreement, Brittany L. Bissler shall complete a probationary period of seven hundred thirty (730) days. **3-0 yes**

**RESOLUTION 20-018, ATTACHED
APPOINTMENT OF FULL TIME POLICE PATROL OFFICER**

Hawke moved and Pizzino seconded a motion that, pursuant to ORC Sections 505.49 and 509.01, we hereby appoint Nathan J. Henry to the position of full-time Patrol Officer and Police Constable for the Jackson Township Police District Department, Stark County, Ohio, effective January 18, 2020 at 0002 hours, at the annual salary of \$58,091.96 (\$27.9288 per hour), and the benefits contained in the Negotiated Agreement.

Be it further resolved that, in accordance with Article 37 of the Negotiated Agreement, Nathan J. Henry shall complete a probationary period of seven hundred thirty (730) days. **3-0 yes**

Public Speaks – Open Forum

No one came forward.

Gonzalez said that Commissioner Bill Smith was in the audience.

Hawke moved and Pizzino seconded a motion to adjourn. **3-0 yes**

Todd Hawke

Randy Gonzalez