



Board of Trustees Meeting

Monday, December 20, 2021 at 4:00 p.m.

Please mute microphones and turn off cameras.

MEETING INFORMATION:

The public may dial in or download the Zoom meeting app to access the Board of Trustees meeting with the following credentials:

Meeting ID: 916 3176 7285

Phone: +1 929 205 6099

Password: 059138

CALL TO ORDER

PLEDGE OF ALLEGIANCE

WELCOME

The purpose of this meeting is to conduct the business of Bath Township.

At the end of the meeting there will be time for citizen comment.

APPROVAL OF AGENDA

FISCAL OFFICER Sharon A. Troike

1. Recommendation to approve requisitions and regular purchase orders 2021-01575 through 2021-01584 and payments totaling \$72,004.18. **Roll Call.**
2. Recommendation to approve the October 18, 2021 Regular Meeting Minutes. (Corbett, Nelson, Goodrich)
3. Recommendation to approve the December 6, 2021 Regular Meeting Minutes. (Nelson, Goodrich)
4. Resolution 2021-44 Organizational and Personnel Policy.
5. Recommendation to appoint Gregory R. Thewes as Fiscal Officer, effective January 1, 2022 – March 31, 2024.

OATH OF OFFICE

1. The Honorable Alison McCarty to administer the Oath of Office to Sharon A. Troike and Sean F. Gaffney as 2022 Board of Trustee members.
2. The Honorable Alison McCarty to administer the Oath of Office to Gregory R. Thewes as the 2022 Fiscal Officer appointment.

DEPARTMENT HEADS AND ADMINISTRATORS

Police Chief Vito F. Sinopoli

Report / Recommendations

No report or recommendations.

Fire Chief Robert Campbell

Report / Recommendations

No report or recommendations.



Service Director Caine Collins

Report / Recommendations

No report or recommendations.

Park Director/Assistant Service Director Alan Garner

Report / Recommendations

No report or recommendations.

Planning Director / Zoning Inspector William Funk

Report / Recommendations

No report or recommendations.

Administrator Vito F. Sinopoli

Report / Recommendations

1. Motion to approve the Collective Bargaining Agreement with the Fraternal Order of Police Communication Specialists, effective January 1, 2022.
2. Motion to enter into Rental Agreement with Tracy and Shawn Craig for the property located at 1581 Hickory Lane effective December 1, 2021 – November 30, 2022.
3. Motion to hire Susan Neff as the Finance/Payroll Specialist at the hourly rate of \$28.00 with a one-year probationary period, in accordance to all rules and regulations of Bath Township, effective January 3, 2022.
4. Resolution 2021-45 Agreement for Watershed Services

TRUSTEES Elaina Goodrich, James Nelson, and Becky Corbett

FUTURE TRUSTEE MEETINGS AND EVENTS

December 20, 2021	Water and Sewer District Board	6:00 PM	TCR
December 20, 2021	Friends of Yellow Creek	7:00 PM	TMR
December 21, 2021	Board of Zoning Appeals	7:00 PM	TMR
December 27, 2021	Work Session	9:30 AM	TMR

COMMUNITY EVENTS

CITIZENS' COMMENTS

- Citizens must be recognized by the President of the Board of Trustees prior to speaking.*
- Citizens will identify themselves by name and address.*
- Citizens' comments will be limited to 5 minutes each.*
- Citizens' comments must be addressed to the Board.*
- A citizen is called out of order twice. He or she will then be asked to leave.*

COMMITTEE REPORT

ITEMS OF INTEREST

- Ohio State Representative Bill Roemer to recognize Mr. Jim Nelson, Ms. Becky Corbett and Mr. Richard Munsey for their service to Bath Township.

THANK YOU FOR ATTENDING / ADJOURNMENT



**RECORD OF PROCEEDINGS
REGULAR MEETING**

December 20

2021

The Bath Township Board of Trustees met in a regular session on December 20, 2021, at 4:00 p.m. for the purpose of conducting the business of the Township. The President of the Board, Mr. Becky Corbett, convened the meeting. Trustees present were Mrs. Becky Corbett, Mrs. Elaina Goodrich and Mr. James Nelson.

PLEDGE OF ALLEGIANCE

WELCOME

APPROVAL OF AGENDA

Mrs. Corbett requested, and Mr. Nelson moved approval of the agenda. Mrs. Goodrich seconded the motion; the motion passed.

FISCAL OFFICER Sharon Troike

The Fiscal Officer recommended, and Mrs. Goodrich moved, to approve requisitions and regular purchase orders 2021-01575 through 2021-01584, and payments totaling \$72,004.18. Mr. Nelson seconded the motion. The Fiscal Officer called the roll; all aye, the motion passed.

The Fiscal Officer recommended, and Mr. Nelson moved, to approve the October 18, 2021 Regular Meeting Minutes. Mrs. Goodrich seconded the motion; the motion passed.

The Fiscal Officer recommended, and Mrs. Goodrich moved, to approve the December 6, 2021 Regular Meeting Minutes. Mr. Nelson seconded the motion; the motion passed.

The Fiscal Officer recommended, and Mrs. Goodrich moved, to approve intra-fund transfers in the amount of \$102,080.45. Mrs. Corbett seconded the motion; the motion passed.

The Fiscal Officer requested the Trustees consider Resolution 2021-44.

Mr. Nelson introduced the following resolution and moved its adoption:

**BATH TOWNSHIP RESOLUTION 2021-44
TO ADOPT THE ORGANIZATIONAL RESOLUTION, THE PERSONNEL
POLICY MANUAL, AND THE JOB DESCRIPTIONS MANUAL**

WHEREAS the Township operates with regard to several master documents; and,

WHEREAS the Township Administrator has proposed the attached 2021-44 Resolution for adoption along with the Bath Township Personnel Policy Manual and Job Descriptions Manual; and,

WHEREAS the Department Heads of the Township have reviewed the documents and found them to be in order.

NOW THEREFORE BE IT RESOLVED, that the Organizational Resolution 2021-44, the Bath Township Personnel Policy Manual and Job Descriptions Manual are hereby

**RECORD OF PROCEEDINGS
REGULAR MEETING**

December 20

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adopted and effective January 1, 2022 and attached to and made a part of these Minutes.

Mrs. Goodrich seconded the Resolution for discussion.

The Fiscal Officer called the Roll:

Nelson, Aye
Goodrich, Aye
Corbett, Aye

Resolution Adopted

The Fiscal Officer recommended, and Mr. Nelson moved, to appoint Gregory R. Thewes to the Fiscal Officer position for the balance of the term effective January 1, 2022 through March 31, 2024. Mrs. Goodrich seconded the motion; the motion passed.

OATHS OF OFFICE

The Oath of Office of Trustee was administered to Sharon A. Troike and Sean F. Gaffney by the Honorable Alison Mc Carty.

The Oath of Office of Fiscal Officer was administered to Gregory R. Thewes by the Honorable Alison McCarty.

DEPARTMENT HEADS AND ADMINISTRATORS

Police Chief Vito F. Sinopoli

No report was given.

Recommendations: None

Fire Chief Robert Campbell

No report was given.

Recommendations: None

Service Director Caine Collins

No report was given.

Recommendations: None

Park Director Alan Garner

No report was given.

Recommendations: None

Zoning Inspector/Administrator and Solid Waste Coordinator William Funk

No Report was given.

Recommendations: None

**RECORD OF PROCEEDINGS
REGULAR MEETING**

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Township Administrator Vito Sinopoli

No Report was given

Recommendations

Mr. Sinopoli recommended, and Mr. Nelson moved, to approve the **Collective Bargaining Agreement with the Fraternal Order of Police Communication Specialists, effective January 1, 2022**. Mrs. Goodrich seconded the motion; the motion passed.

Mr. Sinopoli recommended, and Mr. Nelson moved, to enter into a rental agreement with Tracy and Shawn Craig for the property located at 1581 Hickory Lane, effective December 1, 2021 and ending November 30, 2022. Mrs. Goodrich seconded the motion; the motion passed.

Mr. Sinopoli recommended, and Mrs. Goodrich moved, to hire Susan Neff as the Finance/Payroll Specialist at the hourly rate of \$28,00 with a one-year probationary period, in accordance with all rules and regulations of Bath Township, effective January 3, 2022. Mr. Nelson seconded the motion; the motion passed.

Mr. Sinopoli requested the Trustees consider Resolution 2021-45.

Mrs. Goodrich presented the following Resolution and moved its adoption:

RESOLUTION 2021-45

A RESOLUTION AUTHORIZING AN AGREEMENT FOR WATERSHED SERVICES BETWEEN SUMMIT SOIL AND WATER CONSERVATION DISTRICT, THE COUNTY OF SUMMIT AND BATH TOWNSHIP.

WHEREAS, Bath Township wishes to enter into Agreement with Summit Soil and Water Conservation District ("SSWCD") and the County of Summit through the Surface Water Management District ("SWMD") for watershed services, effective the 1st day of January, 2022 to December 31, 2022;

WHEREAS, the purpose of the Agreement is to implement conservation, technical and educational assistance, inspections of stream channels and riparian areas, development of protocols and improvements to manage streams, creation and amendment of the non-point source implementation strategy ("NPS-IS") plan, and the collection of technical data that corresponds to the Township's watershed, specifically the Yellow Creek watershed and SWMD goals;

WHEREAS, Bath Township recognizes the need for effective collaboration in watershed opportunities and obtaining the goals of the SWMD through the partnership with Summit Soil and Water Conservation District and the County of Summit;

WHEREAS, Bath Township agrees to provide certification to SSWCD, in a form acceptable to SSWCD, and in accordance with Sections 5705.41 and 5705.44 of the Ohio Revised Code, as applicable, that the Township has appropriated funds in the amount specified herein to support SSWCD's operations under this Agreement;

NOW THEREFORE BE IT RESOLVED, the Bath Township Board of Trustees hereby authorizes the entering into Agreement for Watershed Services.

FURTHER, the terms and conditions of the Agreement for Watershed Services are outlined in the attachment (Exhibit A).

**RECORD OF PROCEEDINGS
REGULAR MEETING**

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Mr. Nelson seconded the Resolution and the Fiscal Officer called the roll;

Mrs. Goodrich, **Aye**Mrs. Corbett, **Aye**Mr. Nelson, **Aye****Resolution Adopted****FUTURE TRUSTEE MEETINGS AND EVENTS**

December 20, 2021	Water and Sewer District Board	6:00 PM	TCR
December 20, 2021	Friends of Yellow Creek	7:00 PM	TMR
December 21, 2021	Board of Zoning Appeals	7:00 PM	TMR
December 27, 2021	Work Session	9:30 AM	TMR

ITEMS OF INTEREST

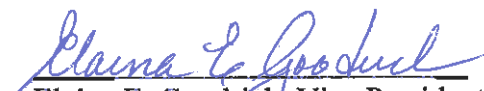
Ohio State Representative Bill Roemer recognized Trustee Jim Nelson, Trustee Becky Corbett, and Detective Richard Munsey for the service to Bath Township.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 4:26 p.m.



Becky Corbett, President
Bath Township Board of Trustees



Elaina E. Goodrich, Vice President
Bath Township Board of Trustees



James N. Nelson
Bath Township Board of Trustees



Sharon A. Troike
Fiscal Officer

December 20, 2021
Bath Township Board of Trustees

**RECORD OF PROCEEDINGS
REGULAR MEETING**

December 20

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Bath Township Check Register

Check Number	Check Date	Vendor Code	Vendor Name	Payment Type	Amount
0000060719	12/20/2021	00786	A A BLUEPRINT	Checks for 0001	\$5,351.00
0000060720	12/20/2021	accurate auto glass	ACCURATE AUTO GLASS	Checks for 0001	\$225.00
0000060721	12/20/2021	01551	AKRON UNIFORMS	Checks for 0001	\$574.94
0000060722	12/20/2021	02920	AMAZON CAPITAL SERVICES	Checks for 0001	\$205.69
0000060723	12/20/2021	00822	APPLIED MAINTENANCE SUPPLIES & S	Checks for 0001	\$84.19
0000060724	12/20/2021	00490	ASAP DOOR COMPANY	Checks for 0001	\$195.63
0000060725	12/20/2021	911 Lease	AT&T	Checks for 0001	\$2,000.00
0000060726	12/20/2021	00057	B & C COMMUNICATIONS INC	Checks for 0001	\$360.00
0000060727	12/20/2021	01588	BATH TRACTOR	Checks for 0001	\$59.45
0000060728	12/20/2021	00508	BERES, KAREN	Checks for 0001	\$24.08
0000060729	12/20/2021	02353	BURROWES CONSULTING SERVICES	Checks for 0001	\$840.00
0000060730	12/20/2021	02196	CARGILL INC	Checks for 0001	\$18,339.75
0000060731	12/20/2021	cintas corp #11	CINTAS CORPORATION NO 2	Checks for 0001	\$568.03
0000060732	12/20/2021	00623	CLEMANS, NELSON & ASSOC INC	Checks for 0001	\$1,247.40
0000060733	12/20/2021	00745	CUYAHOGA LANDMARK INC	Checks for 0001	\$3,034.31
0000060734	12/20/2021	01144	DAVIS WATER TREATMENT COMPANY	Checks for 0001	\$711.50
0000060735	12/20/2021	00079	DYNAMERICAN	Checks for 0001	\$390.00
0000060736	12/20/2021	02362	EQUIFAX INFORMATION SERVICES	Checks for 0001	\$28.02
0000060737	12/20/2021	00312	EXIT 11 TRUCK TIRE SERVICE INC	Checks for 0001	\$2,739.32
0000060738	12/20/2021	01808	FALLSWAY EQUIPMENT CO INC	Checks for 0001	\$82.79
0000060739	12/20/2021	00236	GALLS INC	Checks for 0001	\$204.09
0000060740	12/20/2021	02720	GARNER, ALAN J.	Checks for 0001	\$149.44
0000060741	12/20/2021	00159	GRAINGER INC	Checks for 0001	\$104.64
0000060742	12/20/2021	01748	HARTMAN TREE SERVICE	Checks for 0001	\$900.00
0000060743	12/20/2021	00718	HUNTINGTON NATIONAL BANK-MASTE	Checks for 0001	\$3,172.26
0000060744	12/20/2021	00329	INDEPENDENCE BUSINESS SUPPLY	Checks for 0001	\$124.36
0000060745	12/20/2021	02145	JANCO SERVICE INDUSTRIES	Checks for 0001	\$2,388.00
0000060746	12/20/2021	01953	KENWORTH OF RICHFIELD	Checks for 0001	\$272.47
0000060747	12/20/2021	01368	KIESLERS POLICE SUPPLY	Checks for 0001	\$1,676.00
0000060748	12/20/2021	02931	KRONOS SAASHR INC	Checks for 0001	\$642.14
0000060749	12/20/2021	00943	KWIK KLEEN PARTS WASHER SERV	Checks for 0001	\$64.50
0000060750	12/20/2021	00151	LEADER PUBLICATIONS	Checks for 0001	\$66.75
0000060751	12/20/2021	00853	LINDSAY PRECAST INC	Checks for 0001	\$12,375.00
0000060752	12/20/2021	00019	LINIFORM SERVICES	Checks for 0001	\$50.19
0000060753	12/20/2021	lowe & young	LOWE & YOUNG INC	Checks for 0001	\$958.43
0000060754	12/20/2021	01343	MAJESTIC TRAILER & HITCH	Checks for 0001	\$360.22
0000060755	12/20/2021	01178	MAR-ZANE MATERIALS	Checks for 0001	\$1,228.15
0000060756	12/20/2021	00111	MONTROSE FORD	Checks for 0001	\$89.90
0000060757	12/20/2021	02220	OHIO ASSOC OF CHIEFS OF POLICE	Checks for 0001	\$249.00
0000060758	12/20/2021	01339	ORLO AUTO PARTS INC	Checks for 0001	\$448.79
0000060759	12/20/2021	pelc alumni assoc	POLICE EXECUTIVE LEADERSHIP COLL	Checks for 0001	\$225.00
0000060760	12/20/2021	people check	PEOPLE CHECK LLC	Checks for 0001	\$133.00
0000060761	12/20/2021	00731	POLY TECH ASSOC INC	Checks for 0001	\$622.00
0000060762	12/20/2021	02867	RED WING SHOE STORE	Checks for 0001	\$273.48
0000060763	12/20/2021	00134	ROETZEL & ANDRESS, LPA	Checks for 0001	\$553.47
0000060764	12/20/2021	SAFEGUARD BUSI	SAFEGUARD BUSINESS SYSTEMS	Checks for 0001	\$209.41
0000060765	12/20/2021	safety resources	SAFETY RESOURCES COMPANY OF O	Checks for 0001	\$420.00
0000060766	12/20/2021	01500	SAMS CLUB	Checks for 0001	\$319.86
0000060767	12/20/2021	02536	SHELLY MATERIALS INC	Checks for 0001	\$669.71
0000060768	12/20/2021	01975	STAPLES BUSINESS ADVANTAGE	Checks for 0001	\$449.26
0000060769	12/20/2021	ohio peace officers	TREASURER STATE OF OHIO	Checks for 0001	\$175.00
0000060770	12/20/2021	01974	TERRY LUMBER	Checks for 0001	\$246.38
0000060771	12/20/2021	03047	TIME WARNER CABLE	Checks for 0001	\$64.98
0000060772	12/20/2021	tuttle, colin	TUTTLE, COLIN Township	Checks for 0001	\$75.00
0000060773	12/20/2021	01420	UNITED RENTALS	Checks for 0001	\$107.00
0000060774	12/20/2021	wes marshall tools &	MARSHALL, WESLEY	Checks for 0001	\$3,500.00
0000060775	12/20/2021	00468	WICHERT INSURANCE SERVICES INC	Checks for 0001	\$1,005.00
0000060776	12/20/2021	01482	YOUNGS SCREENPRINTING & EMBROI	Checks for 0001	\$47.70
0000060777	12/20/2021	03041	ZOLLINGER SAND & GRAVEL	Checks for 0001	\$322.50

Check Register

Check Number	Check Date	Vendor Code	Vendor Name	Payment Type	Amount
Grand Total:			Number Of Checks: 59		\$72,004.18

Bath Township Encumbrance Detail by Purchase Order Number

Date Range: 1/1/2021 to 12/20/2021

Account Range: 101-00-000-1-1-1010 to 999-00-000-9-5-0051

Purchase Order Range: 2021-01575 to 2021-01584

Include Closed Status: Yes

Include Expense Accounts Only: No

PO Number -Line	Account	Line Description	Line Status	Encumbered Date	Encumbered Balance	Line Amount	Paid Amount
2021-01575		STRYKER MEDICAL					
2021-01575 1	280-14-220-5-4-3060	EMS Cot Replacement	Open	12/15/2021	\$1,200.00	\$1,200.00	\$0.00
2021-01575 Total:					\$1,200.00	\$1,200.00	\$0.00
2021-01576		LOWE & YOUNG INC					
2021-01576 1	204-15-340-5-4-2350	Parts and Services	Open	12/15/2021	\$958.43	\$958.43	\$0.00
2021-01576 Total:					\$958.43	\$958.43	\$0.00
2021-01577		LOWES COMPANIES					
2021-01577 1	204-15-340-5-4-2350	Addtl 4th Qtr Materials Tools and	Open	12/15/2021	\$500.00	\$500.00	\$0.00
2021-01577 2	101-13-112-5-4-2320	Addtl 4th Qtr Materials Tools and	Open	12/15/2021	\$500.00	\$500.00	\$0.00
2021-01577 Total:					\$1,000.00	\$1,000.00	\$0.00
2021-01578		HUNTINGTON NATIONAL BANK-MASTERCARD					
2021-01578 1	101-13-111-5-7-6020	WIX.COM charges	Received	12/15/2021	\$256.20	\$256.20	\$256.20
2021-01578 Total:					\$256.20	\$256.20	\$256.20
2021-01579		ROETZEL & ANDRESS, LPA					
2021-01579 1	101-13-111-5-4-2110	Legal Fees-Yellow Creek Waters	Received	12/15/2021	\$272.25	\$272.25	\$272.25
2021-01579 Total:					\$272.25	\$272.25	\$272.25
2021-01580		WICHERT INSURANCE SERVICES INC					
2021-01580 1	101-13-111-5-7-2190	2022 Contractor Registration	Received	12/15/2021	\$100.00	\$100.00	\$100.00
2021-01580 Total:					\$100.00	\$100.00	\$100.00

Encumbrance Detail by Purchase Order Number

PO Number -Line	Account	Line Description	Line Status	Encumbered Date	Encumbered Balance	Line Amount	Paid Amount
2021-01581 HUNTINGTON NATIONAL BANK-MASTERCARD							
2021-01581 1	101-13-111-5-4-3610	Fiscal Officer and Trustee Name	Open	12/16/2021	\$200.00	\$200.00	\$0.00
2021-01581 Total:					\$200.00	\$200.00	\$0.00
2021-01582 SOLUTION VENTURES							
2021-01582 1	101-13-111-5-4-3610	New Stationary Supplies	Open	12/16/2021	\$400.00	\$400.00	\$0.00
2021-01582 Total:					\$400.00	\$400.00	\$0.00
2021-01583 ROETZEL & ANDRESS, LPA							
2021-01583 1	101-13-111-5-4-2110	Legal Fees - Conservancy Distric	Received	12/16/2021	\$281.22	\$281.22	\$281.22
2021-01583 Total:					\$281.22	\$281.22	\$281.22
2021-01584 CLEMANS, NELSON & ASSOC INC							
2021-01584 1	101-13-111-5-4-2110	Legal Fees - FOP Contract Nego	Received	12/16/2021	\$1,247.40	\$1,247.40	\$1,247.40
2021-01584 Total:					\$1,247.40	\$1,247.40	\$1,247.40
Grand Total:					\$5,915.50	\$5,915.50	\$2,157.07
							* Pending Payment Requests

**BATH TOWNSHIP Trustee
OATH OF OFFICE**

I, Sean F. Gaffney, do solemnly swear to uphold and abide by the Constitution of the United States, the laws of the State of Ohio, the Charter of Summit County, and the Rules and Regulations of Bath Township. I will faithfully, honestly, and impartially discharge my duties as Trustee of Bath Township.


Sean F. Gaffney

Sworn to me this 20th day of December, 2021


Judge Alison McCarty

BATH TOWNSHIP Trustee
OATH OF OFFICE

I, Sharon A. Troike, do solemnly swear to uphold and abide by the Constitution of the United States, the laws of the State of Ohio, the Charter of Summit County, and the Rules and Regulations of Bath Township. I will faithfully, honestly, and impartially discharge my duties as Trustee of Bath Township.

Sharon A. Troike

Sharon A. Troike

Sworn to me this 20th day of December, 2021

Judge Alison McCarty

Judge Alison McCarty

**BATH TOWNSHIP fiscal Officer
OATH OF OFFICE**

I, Gregory R. Thewes, do solemnly swear to uphold and abide by the Constitution of the United States, the laws of the State of Ohio, the Charter of Summit County, and the Rules and Regulations of Bath Township. I will faithfully, honestly, and impartially discharge my duties as Fiscal Officer of Bath Township.



Gregory R. Thewes

Sworn to me this 20th day of December, 2021



Judge Alison McCarty