

# RECORD OF PROCEEDINGS

## REGULAR MEETING

February 21

2023

The Bath Township Board of Trustees met in the Trustees' Meeting Room on February 21, 2023, at 4:00 p.m. for the purpose of conducting the business of the Township. The President of the Board, Mrs. Sharon Troike, convened the meeting. Trustees present were Mrs. Sharon Troike and Mr. Sean Gaffney

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### WELCOME

### APPROVAL OF AGENDA

**Mrs. Troike requested, and Mr. Gaffney moved, approval of the agenda. Mrs. Troike seconded the motion; all aye; the motion passed.**

### FISCAL OFFICER Gregory R. Thewes

The Fiscal Officer recommended, and Mr. Gaffney moved, to approve requisitions and regular purchase orders 2023-00304 through 2023-00349 and payments totaling \$141,743.04. Mrs. Troike seconded the motion. The Fiscal Officer called the roll; all aye, the motion passed.

The Fiscal Officer reported that the Correspondence, Board, Commission and Committee log are available for public view.

### DEPARTMENT HEADS AND ADMINISTRATOR

#### Police Chief Vito F. Sinopoli

#### Report:

#### Annual Report for 2022 and Goals for 2022

Provide full staffing levels for dispatch and the patrol division with qualified personnel.

Fill all department open positions with qualified personnel.

Arianna Corona was hired March 9, 2022 as a full-time Communication Specialist. Steve Albertson was hired March 15, 2022 as a part-time Communication Specialist. Steve is currently a full-time dispatcher with the City of Cuyahoga Falls and has seven years of dispatch experience. We are fortunate to have Steve join our staff. Rounding out the full-time dispatch staff is Susi Farina who started on August 23, 2022. Welcome Susi. Matthew Deep joined patrol May 1, 2022 as a full-time officer. He comes to our department with one-year of law enforcement experience.

Ensure supervisors and new officers/dispatchers are fully aware of job expectations to achieve the most efficient and cost-effective utilization of personnel.

Officers Young and Alexander are designated Field Training Officers for the Police Department. Training is extensive and usually lasts 12 weeks. Communication Specialists Tsai and Tayerle are the two trainers for Dispatch. Five hundred hours of training are required for a new Communication Specialist hire.

Continue to actively recruit new candidates for dispatch and patrol through participation in job fairs and the National Testing Network platform.

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Kent State University Police Academy hosted four career fairs this past year; January 28, February 15, April 12, and November 17, 2022. The University of Akron had a career fair for part-time positions March 2, and October 26, 2022. Stark State Police Academy hosted a job fair on April 14, 2022. Bath Township had representatives at all of the job fairs. We have found this to be an effective way to get our name out and positions filled. Captain Brown and Administrative Assistant Bartlett attended job fairs at The University of Akron on October 26, 2022 to promote part-time job opportunities in dispatch. Captain Brown and Administrative Assistant Bartlett attended the Kent State University Police Academy Job Fair on November 17, 2022. Administrative Assistant Bartlett and Dispatcher Farina-Szerensci went to the Dispatch Communications Academy Career Fair at the Cuyahoga Community College Public Safety Center to present dispatch opportunities on December 5, 2022.

Implement policies and procedures involving the best practices of policing with an emphasis on community policing and procedural justice.

Remain accredited with the Ohio Collaborative and maintain standards of accreditation.

We achieved provisional certification on Standards 9 and 10; Crowd Management and Fitness for Duty-Staff Wellness on February 28, 2022. The annual review was completed on four policies as designated by the Ohio Collaborative. This review of policies was consistent with the high standards expected of all the sworn staff. Continually review and update policies and procedures to reflect the consistently changing legal issues and practices of current policing.

General Orders that were implemented in 2022 include: Ohio Law Enforcement Gateway.

General Orders that were updated in 2022 are: Uniforms, Equipment and Appearance, Interstate Highway Response, Public Records, Secondary Employment, and Fitness for Duty-Staff Wellness,

Provide the community with highly trained and motivated police officers who understand the needs of the community and remain willing to adapt to changing police practices.

Actively recruit and retain officers and dispatchers with the highest moral character. Provide training opportunities using creative methods with an emphasis on procedural justice, implicit bias, use of force and de-escalation.

This year, the Ohio Peace Officers Training Academy [OPOTA] mandated 24 hours of continuing professional training for all sworn officers. While this presented a challenge, the State of Ohio reimbursed this department for slightly less than 47% of the average salary per officer for half of the training requirements expected to be completed by the end of the year. The mandated trainings aligned with the Ohio Collaborative Standards for which we maintain compliance. All sworn officers of this department have completed their training.

Promote police conduct that is responsive and sensitive to the needs of the community.

Employees will promote a community policing philosophy. When requested, employees will attend neighborhood and business meetings that strengthen the partnership between the police department and community.

Hold all employees accountable for their actions both on and off-duty.

Command staff will attend meetings, conferences, and events promoting community needs and furthering department objectives.

Community engagement events included:

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Project Pride April 23, 2022

Safety Town June 20-24, 2022 Approximately 150 children and 150 volunteers. Officer Campbell, Ptl. Dressler from Richfield, and Fire/Medic Kuzas from Bath FD coordinated the program.

The Nest – Children’s Summer Day Camp visit to PD July 12 and 13, 2022 Officer VanFossen and Sgt. Scott Borton conducted the tours.

Lakeside Christian Church – August 7, 2022 Officer VanFossen attended.

Safety Forces Day at Lowes October 1, 2022 – Officers VanFossen, Falconer and Reilly attended. Meet and greet the public.

Drug Take Back Day April 30th and October 29, 2022

Coffee with a Cop October 5, 2022

Faith and Blue October 8, 2022 Officer Klein represented Bath PD

Fall into Nature October 8, 2022

Bath Women’s Club – Det. Gabel spoke on fraud and scams October 28, 2022

Halloween Party with the Fire Department October 30, 2022

Christmas with a Cop December 3, 2022 with Officers Young, Mihalik, and Campbell.

**Recommendations:**

Chief Sinopoli recommended, and Mr. Gaffney moved, to submit payment to Hall Public Safety Upfitter in the amount of \$27,789.20 for the install of equipment to Car 14 and Car 19 [2022 new police vehicles]. Mrs. Troike seconded the motion; all aye; the motion passed.

Chief Sinopoli recommended, and Mr. Gaffney moved, to post for the position of Full Time Communications Specialist effective 2/21/23 through March 24, 2023. Mrs. Troike seconded the motion; all aye; the motion passed.

**Fire Chief Robert Campbell**

**Report:**

**Annual report for 2022**

**Purchases/Upgrades**

2 new full time positions – Nick Kress & Rachel Rexroad

New Sutphen Fire Engine

New UTV (donated by Bath Fire, Inc.)

Replaced 3 heart monitors with the assistance of University Hospitals

**2022 Calls**

Yearly call total = 1,559

Fire = 493

EMS = 1,066

Total Transports = 740

**2022 Aid Given/Received**

Aid given = 180

Aid received = 66

**2022 Training**

125 training classes

460 hours for both Fire & EMS

**2022 Inspections**

Annual 244

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**2023**

Reinspection 138  
Company Inspection 93  
Fire Drill 25  
Fire Protection System 20  
Plan Review 18  
Special Hazard 12  
Consult 8  
Alarm System Test 6

Total Inspections 564

2022 Public Education  
Fire prevention and safety in the schools and businesses  
Smoke detector program  
Knox Box program  
Safety Town  
Fall into Nature  
Halloween Party

**Goals**

Hire additional Part Time staff to replace losses  
Develop plan for Fire Station 1 expansion/renovation or replacement  
Residential bridge certification program  
Fill Assistant Chief Position

**Recommendations:**

Chief Campbell recommended, and Mr. Gaffney moved, to approve payment to Sutphen for purchase of the new engine in the amount of \$649,950. Mrs. Troike seconded the motion; all aye; the motion passed.

Chief Campbell recommended, and Mr. Gaffney moved, to accept the resignation of Part-time Firefighter/Paramedic Tim LeFevre effective February 28, 2023. Mrs. Troike seconded the motion; all aye; the motion passed.

**Service Director Caine Collins**

**Report:**

None

**Recommendations:**

Mr. Collins recommended, and Mr. Gaffney moved, to hire current Service Department part-time employee Gregory Klebs for the open full-time Fleet Mechanic position effective March 12, 2023, at the hourly rate of \$29.50 per hour, and in compliance with all the rules and regulations of Bath Township, including a one-year probationary period. Mrs. Troike seconded the motion; all aye; the motion passed.

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**Park Director/Assistant Service Director Alan Garner  
Report:**

None

**Recommendations:**

Mr. Garner recommended, and Mr. Gaffney moved, to increase the rate of pay for Full-Time Park Laborer Nicholas Barker to \$21.23 per hour effective February 8, 2023, in accordance with the Teamsters Labor Agreement for obtaining a State of Ohio Class A Commercial Driver's License. Mrs. Troike seconded the motion; all aye; the motion passed.

Mr. Garner recommended, and Mr. Gaffney moved, to enter into an agreement with The Davey Tree Expert Company for the 2023 athletic field lawn care at the Bath Baseball Park, Bath Community Park, and Bath Hill Park in the amount of \$6,460.00. This agreement is for 6 applications from early spring to late fall and includes crabgrass control, grub control, board leaf weed control, and a balanced fertilizer program. Mrs. Troike seconded the motion; all aye; the motion passed.

**Planning Director/ Zoning Inspector William Funk  
Report:**

None

**Recommendations:**

None

**Administrator Vito F. Sinopoli  
Annual Report for 2022:**

- Develop budgets for temporary, permanent and annual appropriations measures.
- Effectively manage township resources.
- Competitively bid construction projects and utilize state term bid pricing for vehicles and equipment.
- Rising costs of healthcare continue to impact employers throughout the country.
- 20% premium increase proposed for the 2023 renewal.
- Working with a health broker, structured a plan design through use of an HR. Anticipated premium increase for 2023 as compared to 2022 is 3.33% on the base plan.
- Work closely with representatives from three separate labor unions representing many township employees.
- FOP- Fraternal Order of Police
- Attended the Introduction to Drone Operations program through Tri-C and passed the Commercial Drone Pilot Part 107 test through the FAA.
- Developed a detailed Request for Proposals for a potential renovation of the residential structure.
- 4 architectural firms interviewed

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- Continue to evaluate the feasibility of the project.
- State Capital Grant- \$120,000 for the North Fork Preserve
- Bath Community Fund - \$2,500 for the purchase of a drone
- Bath Community Fund \$1,500 for the purchase of an event tent
- Attract and retain the highest quality employees and build a team of employees focused on Bath Township's mission to constantly and continuously improve both as an organization and as individual employees.
- Provide and promote a positive work environment. Require personal and professional accountability from all administrative staff members.
- Respond to resident concerns in a timely and professional manner.
- Work closely with the various local government support agencies, as well as neighboring communities to build strong partnerships.
- Work with the Summit County Engineer's Office to ensure timeline compliance with Montrose sidewalk project phase II.
- Administer state capital grant funds for the North Fork Preserve of Bath property and examine ways to improve public access to the site.
- Actively seek grant opportunities for new projects in the township.
- Coordinate with Thrasher Group and Summit County regarding the broadband 125 mile fiber loop to extend throughout Summit County.
- Onboard a new executive assistant in Administration.
- Provide training opportunities in fraud detection and prevention, as well as professional development for all township employees.

**Recommendations:**

Mr. Sinopoli recommended, and Mr. Gaffney moved, to enter into an agreement with Hennes Communications for crisis communications training for staff in the amount of \$5,500.00. Mrs. Troike seconded the motion; all aye, the motion passed.

**COMMUNITY EVENTS**

An updated list of community events may be found on the township website at [www.bathtownship.org](http://www.bathtownship.org)

**TRUSTEE ANNOUCEMENTS**

None

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 5:01 p.m.

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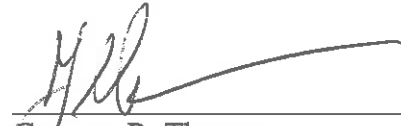
Sharon A. Troike, President  
Bath Township Board of Trustees



Sean F. Gaffney, Vice President  
Bath Township Board of Trustees

ABSENT

Elaina E. Goodrich, Trustee  
Bath Township Board of Trustees



Gregory R. Thewes  
Fiscal Officer

Date: February 21, 2023  
Bath Township Board of Trustees

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