



## **Board of Trustees Meeting**

Monday, January 25, 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. Recommend to approve requisitions and regular purchase orders 2021-00111 through 2021-00299 and payments totaling \$181,282.74. **Roll Call.**
2. Motion to approve December 9, 2020 Regular Meeting Minutes. (Corbett, Goodrich, Nelson).
3. Motion to approve December 14, 2020 Settlement Meeting Minutes. (Corbett, Goodrich, Nelson).
4. Motion to approve intrafund transfers in the amount of \$10,550.00
5. Resolution 2021-02 Organizational and Personnel Policy Manual
6. Correspondence, Board, Commission, and Committee log are available for public view.

### **DEPARTMENT HEADS AND ADMINISTRATORS**

#### **Police Chief Vito F. Sinopoli**

##### **Report / Recommendations**

1. Motion to approve the full-time employment of Alisyn Davis as Communication Specialist effective January 26, 2021 at an hourly rate of \$19.91 conditional upon successful completion of psychological testing and subject to the rules and regulations of Bath Township with a one-year probationary period.
2. Motion to approve the full-time employment of Tabettha Winegardner as Communication Specialist effective January 27, 2021 at an hourly rate of \$19.91 conditional upon successful completion of psychological testing and subject to the rules and regulations of Bath Township with a one-year probationary period.
3. Motion to approve the Memorandum of Understanding between Bath Township Police Department and the Northern District of Ohio Violent Fugitive Task Force of the U.S. Marshals Service [USMS]. The USMS Northern District of Ohio will obligate \$4,000.00 to be used for reimbursement to the Township for overtime incurred from October 7, 2020 through September 30, 2021 for Det. Gabel. Detective Gabel has been a Task Force member since 2003.



**Fire Chief Robert Campbell**

**Report / Recommendations**

1. Resolution 2021-03 Ohio EMS Priority One Training and Equipment Reimbursement Grant.
2. Motion to approve the annual 2021 maintenance contract for the Fire Department 800 MHZ radio system with B & C Communications in the amount of \$1,769.28.

**Service Director Caine Collins**

**Report / Recommendations**

1. Motion to enter into a one-year contract with Davis Water Treatment for the service, maintenance, and testing of the Bath Township facilities water system.

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

**Report / Recommendations**

**Planning Director / Zoning Inspector William Funk**

**Report / Recommendations**

**Administrator Vito F. Sinopoli**

**Report / Recommendations**

**TRUSTEES Elaina Goodrich, James Nelson, and Becky Corbett**

**FUTURE TRUSTEE MEETINGS AND EVENTS**

**Board of Trustees – Work Sessions**

**Monday's at 9:30 am**

Meeting ID: 915 7614 1033

Phone: 1-929-205-6099

Passcode: 750008

**Board of Trustees – Regular Session**

**Monday, February 8, 2021 at 7:00 pm**

**And**

**Monday, February 22, 2021 at 4:00 pm**

Meeting ID: 916 3176 7285

Phone: +1 929 205 6099

Password: 059138

**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**

**THANK YOU FOR ATTENDING / ADJOURNMENT**



Intra Fund Transfer  
January 25, 2021

	A	B	C	D	E
1	<b>Meeting</b>	<b>Fund</b>	<b>From</b>	<b>To</b>	<b>Amount</b>
2	January 25, 2021	General	Contingency	Postage-Admin	1,050.00
3		Fire	Contracts-Other	Repairs-Station 2	1,500.00
4		General	Contingency	Computer Costs-Admin	8,000.00
5					
6					
7					
8					
9					
10					
11					
12	<b>TOTAL</b>				<b>\$10,550.00</b>

**BATH TOWNSHIP BOARD OF TRUSTEES**

BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 25<sup>th</sup> DAY OF JANUARY 2021, THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, COMMENCING AT 4:00 P.M. IN A VIRTUAL MEETING AT, 3864 WEST BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.

M \_\_\_\_\_ introduced the following resolution and moved its adoption:

**BATH TOWNSHIP RESOLUTION 2021-02  
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 2021-02 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 2021-02, the Bath Township Personnel Policy Manual and Job Descriptions Manual are hereby adopted effective January 1, 2021 and attached to and made a part of these Minutes.

M \_\_\_\_\_ seconded the Resolution for discussion.

The Fiscal Officer called the Roll:

- Mrs. Corbett, Aye
- Mrs. Goodrich, Aye
- Mr. Nelson, Aye

**Resolution adopted**

\_\_\_\_\_  
Sharon A. Troike, Fiscal Officer

\_\_\_\_\_  
Becky Corbett, President  
Bath Township Board of Trustees

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

January 25, 2021  
Date

\_\_\_\_\_  
James N. Nelson  
Bath Township Board of Trustees

This Resolution is a true and correct excerpt from the Minutes of the Board of Township Trustees and is recorded in the Bath Township Board of Trustees' *Record of Proceedings* dated January 25, 2020.

## RESOLUTION 2021-02 ORGANIZATIONAL RESOLUTION

WHEREAS, The Board of Trustees of Bath Township may make rules and regulations which are necessary for the government of the board, the township, its employees, and the use and protection of township property; and,

WHEREAS, the following rules, regulations, and provisions contained herein this resolution and/or as contained in the Bath Township Personnel Policy Manual and Bath Township Management Policy Manual inclusive of the Bath Township Mission Statement adopted December 7, 1992 (Resolution 92-44) and any amendments thereto and The Bath Township Job Descriptions Manual, adopted July 1, 1996, and any amendments thereto, will apply for the calendar year 2021.

WHEREAS, the full-time firefighters are represented by the International Association of Firefighters (IAFF) Local 4130 terms and working conditions for full-time firefighters are defined by a separate agreement.

WHEREAS, the Bath Safety Forces, including full-time police and communications specialists are represented by the Fraternal Order of Police, Ohio Labor Council, Inc., terms and working conditions for full-time safety forces are defined by a separate agreement.

WHEREAS, the full-time service department employees are represented by Local 348 of the Teamsters, terms and working conditions for full-time service employees are defined by a separate agreement.

WHEREAS, the full-time park division employees are represented by Local 348 of the Teamsters, terms and working conditions for full-time park employees are defined by a separate agreement.

WHEREAS, nothing contained in this document shall prohibit the promulgation of department work rules, standing orders, general orders, or other instructions either oral or written. Items already addressed in bargaining unit agreements will not apply to employees through this document. To the extent that contractual obligations exist, this Organizational Resolution shall provide details where said manuals are silent, but shall not supersede negotiated contract obligations or legal requirements relating to personnel rules and practices. Contract obligations will apply to the appropriate bargaining unit only.

NOW THEREFORE BE IT RESOLVED:

### I. TRUSTEES

A. Compensation for the board of trustees shall be based on an annual salary to be paid in equal monthly payments in accordance with Ohio Revised Code 505.24 and Resolution No. 81-21 of December 30, 1981. Bonds for the township trustees shall be according to the requirements and levels set by the state legislature and shall be paid for by the township.

B. The board of trustees shall hold two (2) regular meetings bi-monthly. The first meeting will be generally held at 7:00 p.m. on the first or second Monday in the Township Trustee Meeting Room and the second meeting will be held at 4:00 p.m. on the third or fourth Monday, in accordance with the schedule adopted by the board of trustees in a public meeting. A settlement meeting will be held in December with a final date to be determined.

The board of trustees will meet in an agenda session at 9:30 a.m. in the Trustee Conference Room on the day of a scheduled trustee meeting. A work session will be held every Monday as needed, or at other times

that may be established, to review all correspondence and any other appropriate matters in accordance with the schedule adopted by the board of trustees in a public meeting. **Except for emergencies, no official trustee action will be taken at work sessions.**

The *Ohio Open Meetings Act* declares all meetings of any public body to be public meetings that are open to the public at all times. Openness requires that a person be permitted to attend and observe a public meeting; however, it does not bestow the right to be heard at that meeting.

Audio and video recording are allowed, but recording equipment shall be silent, unobtrusive, self-contained, and self-powered to limit interference with the ability of others to hear, see, and participate in the meeting.

The following rules apply to all public meetings of Bath Township held in-person:

1. Recording equipment is allowed as long as it does not interfere with the ability of others to hear, see and participate in the meeting.
2. Persons recording must be seated at all times.
3. Persons videotaping must stand on the north ramp to the dais so as to not interfere with the ability of others to hear, see, and participate in the meeting.
4. All equipment must be self-contained and self-powered.
5. As the equipment must be self-contained and self-powered, a citizen cannot utilize Skype or similar video software to observe the meeting unless they have a representative present.

The following rules apply to all public meetings of Bath Township held virtually:

1. Credentials to access the meeting will be posted under events on the Bath Township website
2. Individuals must join the meeting with microphone muted and camera off.
3. The only persons who should be viewable for the recording at the Board of Trustees, Fiscal Officer or department head giving a report.
4. Citizens/reporters may unmute the microphone and turn on camera when appropriate for citizen comment.
5. The host reserves the right to unmute or turn off any attendee's camera to eliminate distractions on the recording.
6. All public meetings will be recorded and available to the public unless otherwise noted.

The following rules apply for citizen comments during trustee meetings as follows:

1. Citizens must be recognized by the president of the board of trustees prior to speaking.
2. Citizens will identify themselves by name and address.
3. Citizens' comments will be limited to 5 minutes each.
4. Citizens' comments must be addressed to the board.
5. If a citizen is called out of order twice, he or she will then be asked to leave.

C. The separate areas of trustee responsibility are as follows:

Trustee Goodrich shall serve as trustee liaison for the parks, zoning, Bath Community Development Corporation Inc. (AKA Park Board), Zoning Commission, Board of Zoning Appeals, Appearance Review Commission, Bath Township Museum, Bath Township Water & Sewer District Board, and Friends of Yellow Creek Committee. Ms. Goodrich will serve on the Akron Bath Copley Hospital Board, the Bath, Akron, and Fairlawn Joint Economic Development District Board, and the Internal Audit Committee.

Trustee Corbett shall serve as trustee liaison for the administration, police, solid waste, township cemeteries, the Bath Quarterly, Bath Attractions, and the Heritage Corridors of Bath Implementation Committee. Ms. Corbett will serve on the Akron Bath Copley Hospital Board, the Bath, Akron, and

Secretary of the Fairlawn Joint Economic Development District Board, the Summit County Planning Commission, the Summit County Surface Water Management District Committee and the Internal Audit Committee. Trustee Corbett will serve as a trustee member of the Voluntary Firefighters' Dependency Board.

Trustee Nelson shall serve as trustee liaison for fire, service, structures and real property, legislative liaison, Historic Bath Town Hall, and the Memorial Day Committee. Mr. Nelson will serve on the Akron Bath Copley Hospital Board, the Bath, Akron, and Fairlawn Joint Economic Development District Board, the Summit County Health District and the Internal Audit Committee. Trustee Nelson shall serve as a trustee member of the Voluntary Firefighters' Dependency Board.

The president of the board of trustees shall serve as trustee liaison for the fiscal office.

D. Expenses of the trustees and fiscal officer while in attendance at the annual convention, summer convention, or specially called meetings of the state or county township associations shall be paid from general funds of the township.

E. Whenever a township trustee or the township fiscal officer attends to business outside the boundaries of the township, said trustee or fiscal officer is entitled to compensation for use of his/her vehicle at the current IRS approved rate per mile as well as reimbursement for parking/toll charges and the cost of fees and/or meals incurred.

F. As provided in Ohio Revised Code 505.241, dues of the trustees and fiscal officer to the Ohio and Township Association of Summit County are paid from general funds of the township.

G. Joint meetings shall be held in the Trustee Meeting Room with all members of township boards and commissions when deemed necessary, and convened by the board of trustees. One (1) such meeting may be an annual dinner hosted by the board of trustees with these boards and commissions outside the administration offices for a "State of the Township" report and paid from the general funds of the township.

H. The board of trustees will generally be available to attend meetings of the Trustees' Advisory Council, which are normally scheduled to be held following the trustees' first meeting of each month.

I. The board of trustees, administrator, and fiscal officer are authorized to consult and use private legal counsel as deemed necessary and appropriately.

## II. FISCAL OFFICER

A. Compensation of the township fiscal officer is in accordance with the schedule by Ohio Revised Code 507.09. The bond for the township fiscal officer shall be according to the requirements and levels set by the state legislature and shall be paid for by the township.

B. A part-time fiscal officer's assistant will be authorized at an hourly wage of \$22.22/hr. to be paid bi-weekly.

C. The fiscal officer is authorized, at the earliest possible instance, to request advances of monies due the township in amounts exceeding \$10,000.00 whether from property tax collections or from other governmental resources.

D. Any warrant or check that is presented to a financial institution by the fiscal officer and is returned unpaid will cause an additional fee to be charged to the issuer as determined by the primary township depository to cover the cost associated with the handling of the check.

E. Internal Audit Committee

The township internal audit committee will monitor and review the township's accounting and financial reporting practices, and follow up on recommendations made by its auditors. The audit committee will be actively involved in:

- (1) Meeting with the auditors before and after each audit.
- (2) Monitoring the progress of the financial and compliance audit.
- (3) Evaluating the results of the financial and compliance audit.
- (4) Ensuring that the internal control and legal compliance issues identified in the audit are promptly and effectively remedied.

The internal audit committee will be comprised of three trustees, the fiscal officer and the township administrator.

F. Payroll Internal Control Procedures

To respond to recommendations by the auditors, all employees will be asked to show photo identification at least once per year. Full and part-time employees will need to provide a photo ID and sign for their W-2. An updated Organizational Resolution, and an updated Ohio Ethics Book as required by Ohio State Law, will be sent electronically unless an employee requests a hard copy. These documents will be available between January 15 and January 30. The fiscal officer, or the fiscal officer's designee, will make arrangements to offer evening and early morning hours for pick-up, and will bring these materials to evening fire training for the convenience of night shift and Fire Station II personnel.

G. Records Commission

Ohio Revised Code Section 149.42 mandates township records commissions. Under law, the commission is composed of the president of the board of trustees and the fiscal officer of the township. The commission must meet at least once each year. The annual meeting is an open public meeting under Section 121.22 of the Ohio Revised Code.

H. In Bath Township, there is also a records retention committee chaired by the fiscal officer with representatives from the various functional areas: zoning, accounting, fiscal officer's office, administration, fire, police, service, cemeteries, solid waste, and others when appropriate. This committee will meet as needed to establish inventory records, receive approval of records inventories and disposal schedules, and organize annual disposal activities. Any member of the committee may request meetings. All activities of the records retention committee are governed by the procedures applicable to Townships under Ohio Revised Code Chapter 149, "Records Commissions."

I. External Audit Committee

An external audit committee will be appointed by the board of trustees and will consist of a minimum of three members, who are Bath residents or Bath business owners with experience as attorneys, bankers, Certified Public Accountants or other qualified backgrounds that will serve as a liaison between management and its (state) auditors. The audit committee will meet twice annually and will be actively involved in:

- (1) Meeting with the auditors before and after each audit.
- (2) Monitoring the progress of the financial and compliance audit.
- (3) Evaluating the results of the financial and compliance audit.



(4) Ensuring the internal control and legal compliance issues identified in the annual audit are promptly and effectively remedied.

The external audit committee will meet twice yearly with the internal audit committee comprised of the fiscal officer, board of trustees' president, and township administrator to monitor the township's legal compliance, financial condition, and controls over the safeguarding of assets.

These committee members will rotate out, one per year, and new appointments made as each member has completed his or her term. Thereafter, committee members will rotate out according to seniority.

<u>Name</u>	<u>Term Expires</u>
Michael Lehr	12/31/2021
Kimberly Winter	12/31/2021
Tom Hager	12/31/2022
Nancy Norris	12/31/2024
Jeffrey Scott	12/31/2024
Jen L. Hardin – Alternate 1	1/1/2021 to 12/31/2021
Jen L. Hardin – Full Member	1/1/2022 to 12/31/2026

#### J. Public Records Officer

The township administrator shall be the official Public Records Officer for Bath Township in compliance with the Ohio Revised Code.

### III. GENERAL REGULATIONS

- A. The primary responsibility of each employee is to Bath Township and its residents.
- B. All part-time employees shall have supervisor approval before working over 28 hours per week.
- C. When using his or her own vehicle in conducting township business, the employee will be eligible for reimbursement for mileage at the current IRS approved rate plus parking and/or toll charges.
- D. Ohio Police and Fire Pension employer contributions for full-time fire personnel shall be paid through the township general fund.
- E. A police professional liability policy for all employees with a combined limit of \$1,000,000.00 primary and \$1,000,000.00 aggregate will be provided by the Township
- F. All department heads or administrators are authorized to schedule on-duty and off-duty training sessions at their discretion. Estimated training cost forms should be submitted for approval.
- G. An employee required to be away from his or her regular work location on township business shall furnish an itinerary to his or her supervisor and make arrangements whereby he or she can be contacted at least once every twenty-four (24) hours. An employee planning to be away from his or her regular work location for vacation or personal reasons shall so advise his or her immediate supervisor prior to departure. Department heads and administrators shall furnish information as to their itineraries and vacation schedules to the administrator.

H. No person shall financially obligate the township without specific prior approval. No expenditures in excess of the applicable approved budget shall be authorized without specific prior approval of the board of trustees.

I. Before any township equipment is removed from the geographic boundaries of Bath Township for any non-emergency purpose, permission must first be obtained from the township administrator.

J. Each department head, or in lieu of a department head, the liaison trustee or the township administrator, will provide job descriptions outlining specific responsibilities of each position, and copies of these must be submitted to the board of trustees/administrator for approval.

K. Recommendations for employment, change in job classification (promotion, demotion, or transfer), changes in rates of compensation (other than changes specifically provided for in this resolution), suspension for a period exceeding three (3) regular scheduled work days, or termination of employment must be submitted in writing to and approved by the board of trustees prior to being made effective. If the board of trustees considers initiating any of the foregoing actions, the matter shall be discussed with the appropriate department head/administrator prior to being made effective.

L. In the event that an employee does not respond to certified mail within ten (10) days of receipt requesting a letter of resignation, the board of trustees shall have the authority to remove that individual from the list of personnel appointments of Bath Township in absence of such letter.

M. Adjustments in non-probationary employee's pay and incentives shall be effective the first day of the month in which the increase takes effect (i.e. service credit, etc.) This does not apply to employees being removed from probationary status.

N. Full-Time Service Credit

Service Credit is for continuous full-time service in the township. Per-year service credit compensation for full-time employees shall be derived from the following chart:

<b>Beginning Number</b>	<b>With Year</b>	<b>2021</b>	<b>2021 Per Hour</b>
6		285.00	0.14
7		390.00	0.19
8		495.00	0.24
9		600.00	0.29
10		705.00	0.34
11		810.00	0.39
12		915.00	0.44
13		1,020.00	0.49
14		1,125.00	0.54
15		1,230.00	0.59
16		1,335.00	0.64
17		1,440.00	0.69
18		1,545.00	0.74
19		1,650.00	0.79
20		1,755.00	0.84
21		1,860.00	0.89
22		1,965.00	0.94
23		2,070.00	1.00

24	2,175.00	1.05
25 and Over	2,280.00	1.10

O. Full-Time Employee Health Care-Medical Insurance

The township will contribute the following compensation known as the “township’s employer contribution” to the appropriate insurance company for coverage that each full-time employee selects. Any additional costs will be the responsibility of the employee and will be referred to as the “employee contribution.” and will be deducted from the employee check. No reimbursement of these monies directly to the employee is permitted.

<b>2021 Healthcare Contributions</b>				
<b>Healthcare</b>	<b>Employer Yearly Base</b>	<b>Employer Monthly Base</b>	<b>Employee Yearly Base</b>	<b>Employee Monthly</b>
Employee Only	\$5,834.04	\$486.17	\$440.64	\$36.72
Employee/Child	\$9,827.64	\$818.97	\$1,448.52	\$120.71
Employee/Spouse	\$11,759.28	\$979.94	\$2,017.56	\$168.13
Family	\$16,224.36	\$1,352.03	\$2,553.83	\$212.83

<b>2021 Dental Insurance Contributions</b>				
<b>Dental</b>	<b>Employer Yearly Base</b>	<b>Employer Monthly Base</b>	<b>Employee Yearly Base</b>	<b>Employee Monthly</b>
Employee Only	\$373.20	\$31.10	\$0.00	\$0.00
Employee/Child	\$951.60	\$79.30	\$0.00	\$0.00
Employee/Spouse	\$746.40	\$62.20	\$0.00	\$0.00
Family	\$1,324.80	\$110.40	\$0.00	\$0.00

<b>2021 Life Insurance Contributions</b>				
<b>Life</b>	<b>Employer Yearly Base</b>	<b>Employer Monthly Base</b>	<b>Employee Yearly Base</b>	<b>Employee Monthly</b>
Employee Only	\$83.49	\$6.96	\$0.00	\$0.00

Ohio Revised Code 505.60 empowers a township to provide and contract for group health insurance, life insurance, dental insurance, and an employee assistance program for employees, the township trustees, and fiscal officer. Bath Township offers these benefits pursuant to Ohio Revised Code 505.

P. All full-time fire and police personnel will be presented with their badge mounted on a plaque at retirement.

Q. No signs shall be allowed on township properties other than:

- 1) Identification signs for township owned buildings and properties.
- 2) Directional signs for the purposes of traffic flow.
- 3) Township Event/Informational signs.
- 4) Signs as required by law.

R. The Bath Township Trustee's meeting room may be used by governmental agencies upon proper reservation. "Governmental agency" shall be defined as any agency or committee that is organized under the Charter of Summit County, the statutes of the state of Ohio or the Constitution of the United States, or sanctioned by the Bath Township Board of Trustees. The Bath Township Board of Trustees and zoning board meeting takes precedence over other agency meetings. The township reserves the right to cancel meetings in the event of its need for the room. Safety regulations regarding the number of occupants allowed in the room for fire safety and the evacuation in the event of an emergency shall be observed.

S. Notification will be made to the township administrator's office, on an approved injury/incident/accident form within 24 hours, and submitted to insurance or BWC within 72 hours of the incident, following any of the below occurrences:

- Accidents involving, or damage to, any township property or equipment
- Any injury incurred by a township employee while on duty, or injury incurred by a citizen as a result of an action by a township employee
- An injury to a citizen on township property
- Any loss of employee reimbursable items.

T. When copies of township documents are requested by the general public, the request will be fulfilled in a timely fashion, charging only for the copies at a rate of \$0.05 per copy page. Color copies requested will be fulfilled by charging only for the copies at a rate of \$0.25 per copy page. CD's, DVD's, or similar media formats will be fulfilled by charging \$1.00 per disc. Other media shall be charged at cost.

U. When township departments oversee special events in the township, such as safety events, cinema events, fireworks, fire watches or other activities outside of the usual duties of the department, personnel associated with providing the oversight may be compensated at their applicable rate, and the entity responsible for the event may be billed their cost by the township fiscal officer. Any vehicle used for the event will be billed for a staff vehicle- \$10 per hour; fire apparatus or ambulance- \$75 per hour.

V. Out-of-pocket expenses and attendance costs of participation in meetings by township officials, administrative personnel or others appointed by the board of trustees which are deemed to be in the interest of Bath Township are reimbursable to the individual(s) incurring those expenses.

W. The safety committee will be responsible for all facets of the Bath Township Occupational Safety and Health Program and will assure that safety concerns and program components are addressed. The Personnel Policy Manual addresses in detail the responsibilities and actions of the Safety Committee. The township administrator, service director, police chief and fire chief or their designees will serve on the safety committee.

X. The township administrator is to provide meeting amenities, including refreshments, to other officials, employees, volunteer members, and citizens attending meetings to conduct the township's business and to expend monies for that purpose to a maximum of \$200.00 per event.

Y. A prevailing wage coordinator will be appointed by the board of trustees to review and approve prevailing wages reports as are more fully defined in Ohio Revised Code 4115.071 and 4115.05 on such contracts that the township enters into for each project that require such review.

Z. The board of trustees collectively authorizes the township administrator, police chief, fire chief, service director, and park director to incur obligations of ten thousand dollars (\$10,000.00) or less on behalf of the township, during an emergency that threatens the life and property of the township. All such obligations incurred on behalf of the township by a township officer or employee acting pursuant to this

resolution shall be subsequently approved by the adoption of a formal resolution of the board of township trustees. (Ohio Revised Code 507.11)

AA. Non-probationary positions of township administrator, service director, fire chief, and police chief will have a minimum of four weeks of vacation per year.

BB. Regardless of funding sources, no repairs, changes, improvements, and/or replacements, which affect real property that the township owns, will be undertaken without the knowledge and supervision of the service director and/or park director as appropriate. Such supervision will include, but not be limited to, approving the project, both in concept and design; approving materials purchased; approving labor assigned to do the work; and approving the final product. This policy covers all township property.

CC. The department heads and administrator shall update inventory on the second Monday of January, each year, of all the materials, machinery, tools, and other Bath Township properties in its possession in excess of \$2500 per item. Such inventory shall be a public record and shall be made in duplicate, one copy of which shall be filed with the fiscal officer.

DD. Environmental Protection Agency (EPA) Phase II Table of Organization

As a co-permitee in the countywide Public Involvement Public Education (PIPE) group a Table of Organization for Best Management Practices is required. See Exhibit D

EE. Township employees are authorized to rent no more than two (2) plots in the Bath Township Community Garden, regardless of residency status. All other rules and regulations of the Community Garden must be followed by participating employees.

FF. A non-exempt employee required to attend a board meeting or subcommittee on behalf of the township, or in regard to official business, may elect to receive paid time or compensatory time, including but not limited to the following circumstances: Friends of Yellow Creek, Heritage Corridors of Bath and Water and Sewer District Board.

#### IV. TOWNSHIP ADMINISTRATION

A. A full-time administrator will be authorized at an hourly wage of \$51.26 payable bi-weekly with additional incentives and longevity.

B. A full-time executive assistant will be authorized at an hourly wage of \$26.03 payable bi-weekly.

C. A full-time administrative assistant will be authorized at a rate of \$18.50 payable bi-weekly.

D. A full-time budgetary accountant-payroll fiscal officer/secretary will be authorized at an hourly wage of \$27.77 payable bi-weekly. Additionally, the budgetary account-payroll fiscal officer/secretary will serve as the financial software training officer at a wage of \$.48 per hour.

E. The executive assistant, administrative assistant and budgetary accountant-payroll are limited to an accrual of up to 80 hours of compensatory time as approved by the township administrator.

F. The township administrator is authorized to purchase a jacket with the township logo at the cost of up to \$300.

## G. PARKS

1. The park director/assistant service director is authorized at an hourly rate of \$35.31 payable bi-weekly. The wages shall be divided between road, service, and park funds as follows: 40% roads, 10% service, and 50% parks. The park director/assistant service director is authorized an additional \$1.00 per hour for the holding of a CDL-A.
2. Part-time park personnel are authorized as needed to assist in the maintenance of the parks as approved by the board of trustees. Pay rate for part-time park personnel shall range from \$12-17 per hour, depending on qualifications and experience. Part-time park personnel are authorized an additional \$1.00 per hour for the holding of a CDL-A.
3. The park director shall be reimbursed for the purchase of safety-toe footwear up to \$300.00 per year. The cost, up to \$100 per year, shall be reimbursed to the park director for the purchase of work pants, which must meet OSHA requirements. T-shirts, sweat shirts, hats, gloves, rain-suits, and winter wear clothing will be provided on an as needed basis through the township.
4. Uniform shirts for seasonal and part-time park personnel shall be as follows. The cost shall be reimbursed for the purchase of safety toe footwear with the approval of the park director, up to \$300.00 per year to the part-time personnel and up to \$75.00 per year to the seasonal park personnel. Part-time/seasonal park personnel shall provide their own work pants (blue jeans, or blue uniform pants), which must meet OSHA requirements. T-shirts, sweatshirts, hats, gloves, rain-suits, and winter wear clothing will be provided on an as needed basis through the township with the approval of the park director.
5. The board of trustees may contract for the labor and materials necessary for maintaining township property.
6. Part-time seasonal workers are authorized as needed to assist in maintenance of the parks as approved by the board of trustees. Pay rate schedule for seasonal park personnel as follows:

YEAR NUMBER	WAGE
1	\$ 12.00 per hour
2	\$ 12.25 per hour
3	\$ 12.50 per hour
4	\$ 12.75 per hour
5	\$ 13.00 per hour

7. Rules and regulations that govern the use of township parks are found in Exhibits A 1-3 and made a part of this resolution.

## H. ZONING

1. A full-time planning director/zoning inspector will be authorized at an hourly wage of \$32.86, and the planning director/zoning inspector will serve as systems administrator at an hourly wage of \$6.00 payable bi-weekly.
2. The full-time zoning/solid waste administrative assistant will be compensated at an hourly wage of \$22.34 payable bi-weekly.
3. The planning director/zoning inspector and zoning/solid waste administrative assistant are limited to an accrual of up to 80 hours of compensatory time.

4. The planning director/zoning inspector is authorized to purchase a jacket with the township logo at the cost of up to \$300.

**I. ZONING BOARDS AND COMMISSIONS: COMPENSATION, AND SCHEDULES**

1. Members of the Bath Township Zoning Commission, members of the Bath Township Board of Zoning Appeals, and members of the Bath Township Appearance Review Commission are authorized to be paid a per meeting fee for their attendance at each legally constituted and advertised public hearing, site visit, and informational meeting (excluding the annual APA Ohio Workshop) of their respective bodies from the fees collected by the planning director/zoning inspector, and members are reimbursed for expenses incurred. This includes any appointed alternate member of the Bath Township Zoning Commission, Bath Township Board of Zoning Appeals, and Bath Township Appearance Review Commission.

Up to sixty percent (60%) of the fees collected in the zoning funds shall be used to reimburse zoning commission, board of zoning appeals, and appearance review commission members for expenses and inconveniences involved in the rendering of their voluntary services, to be distributed as follows:

- Chairman - \$30.00 per meeting
- Members - \$25.00 per meeting

The balance of the fees collected shall remain in general fund zoning accounts and utilized for zoning expenses.

**2. Meeting Schedule:**

The Bath Township Zoning Commission shall hold its meetings the second Thursday of each month. This schedule is subject to change as zoning matters demand. The Bath Township Appearance Review Commission shall hold its meetings the first Monday of each month as needed. The Bath Township Board of Zoning Appeals shall hold its meetings on the third Tuesday of each month or as applications require.

3. A planning consultant may be employed for assistance in zoning reviews as deemed necessary at a rate not to exceed \$150.00 per hour.

4. The authorized zoning fee schedule is found in Exhibit B.

**J. SOLID WASTE DISTRICT**

1. The township is under an exclusive contract with an independent contractor for all township residents for solid waste and recyclable removal. The service fee that follows is due and payable to Rumpke bi-annually in advance. All accounts that remain unpaid will be forwarded from the trash hauler to the fiscal officer who will certify the balance under ORC 505.33 before the first day of October. Properties that are suspended or assessed shall be required to make their account whole and to pay the amount of one half-year of service in advance before service can be reinstated.

<b>Semi-Annual Rates (7/1/2019 – 6/30/2021)</b>		
	<b>Curb Side Service</b>	<b>Garage Door Service</b>
<b>Regular Rate</b>	\$ 113.34	\$ 295.68
<b>Senior Rate (65 +)</b>	\$ 103.44	\$ 267.54

2. A solid waste coordinator is authorized at an hourly wage of \$1.20, payable bi-weekly out of the General Fund.

3. Solid waste customers who are renting or leasing their residence in the township shall provide a signed release from the landowner to the township allowing for a party other than the landowner to contract for service. Prior to the trash service start date, a full half's payment and the signed landowner's release shall be submitted to the township. All past due charges for solid waste service are placed as a lien on the property tax duplicate, regardless of the party holding the delinquent account. Upon vacating the residence, the customer must notify the township to avoid continuing charges.

V. POLICE DEPARTMENT

A. The chief of the police department is authorized to be compensated at \$1,250 per week payable bi-weekly.

B. The police captain is authorized at an hourly wage of \$47.21 payable bi-weekly.

C. The police department administrative assistant is authorized at an hourly wage of \$19.74 payable bi-weekly and is limited to an accrual of up to 80 hours of compensatory time.

D. Part-time police officers hired after January 1<sup>st</sup>, 2018 will be paid an hourly rate of as follows:

<b>Part-Time Police Officers</b>	<b>Hourly Rate 2021</b>
0-60 Months before (FTO) training is completed	\$18.48/hr.
0-60 Months after (FTO) training is completed**	\$23.23/hr.
After 60 Months	\$24.82/hr.

Part-time police officers hired before January 1<sup>st</sup>, 2018 will be paid an hourly rate as follows:

<b>Part-Time Police Officers</b>	<b>Hourly Rate 2021</b>
Part-Time Police Officers hired before January 1, 2018	\$27.87/hr.

\*\* Upon recommendation by the chief of police, new part-time officers' hourly rate will be increased upon satisfactory completion of Field Training Officer (FTO) program.

E. A list of authorized uniform/equipment items for part-time police officers is designated per police department regulations. In addition to the list of authorized uniform/equipment for part-time police officers, additional items of police equipment may be purchased on the uniform allowance, subject to the prior proper approval of the chief of police.

The township will provide newly hired full-time police and part-time officers with a ballistic (non-tactical) vest, provided said officer(s) does not have one. Ballistic (non-tactical) vest maintenance and replacement will be in accordance with the manufacturer's recommendation. A service weapon will also be provided to all part-time officers and will remain the property of Bath Township upon separation.



Purchases made pursuant to the above provision are initially for the account of the officer. The officer's liability to the township as a result of these purchases is the price less one twelfth (1/12) of the purchase price for each month after the respective purchase. If an officer terminates his or her employment for any reason other than death, retirement, or physical disability incurred during the course of employment, a sum representing the unamortized prices of all items purchased must be repaid to the township or deducted from the officer's termination pay. Also, any ballistic (non-tactical) vest and service weapon furnished a terminated officer (irrespective of the reason for termination) shall be returned to the township.

All part-time police officers will receive a uniform and equipment allowance in the following amounts:

<b>Part-Time Uniform Allowance</b>	<b>2021 Annual Amount</b>
New Part-Time Police Officers	\$1,450.00
Yearly Maintenance Allocation	\$550.00

F. Part-time police department personnel shall work a minimum of thirty-two (32) hours of patrol each month of the calendar year to maintain their part-time status for eleven months of the year. The scheduled hours will be separate from any other duties assigned to them, or any other time accrued by them for obligations outside of their scheduled hours. The chief of police may approve part-time personnel to take a reduction in their mandatory scheduled patrol hours of up to eight (8) hours per month upon receiving a written request for the reduction. If called upon for court duty or training, all part-time officers will be compensated for a minimum of four (4) hours for court duty. Those individuals serving in the Police Officer Reserve position shall be exempt from the requirement to work minimum monthly hours and shall work those hours as directed by the chief of police.

**G. Part-Time Communication Specialists**

The hourly rate and other compensation for part-time members employed by Bath Police Department shall be in accordance with the schedule set forth below:

<b>Part-Time Communication Specialists</b>	<b>Annual Hourly Rate – 2021</b>
0 - 6 Months	\$19.27
7 – 12 Months	\$19.93
13 – 24 Months	\$22.69
25- 60 Months	\$23.36
After 60 Months	\$24.08

Part-Time Uniform Maintenance	2021 Annual Amount
Part-Time Uniform	\$300

The uniform allowance shall be kept in the form of an account maintained by Bath Township. All uniforms must be purchased from vendors approved by the chief of police. All part-time communication specialists shall wear the uniform prescribed by the township.

H. Police officers’ bonds for part-time police department personnel will be provided and paid for by the township through a law enforcement liability policy with a combined limit of \$1,000,000.00 primary and \$1,000,000.00 aggregate.

I. Fees for False Security Alarms

Upon written notification, and documentation from the chief of police that he has sent out a warning letter after three (3) false security alarms, and that the department has answered a combined total of four (4) false security alarms resulting from a malfunction in the same calendar year for the same commercial or residential establishment, the township fiscal officer will mail the manager of the commercial establishment or the occupant, lessee, agent, or tenant of the residence, a bill for fifty dollars (\$50.00) . For the fifth false alarm from the same alarm system during that year, the charge shall be one hundred dollars (\$100); and, for each subsequent false alarm in that year occurring after the fifth false alarm, the charge shall be one hundred fifty dollars (\$150.00) to defray the costs incurred. If payment of the bill is not received within thirty days, a second notice with a copy of the unpaid bill will be sent to the commercial establishment or the occupant, lessee, agent or tenant of the residence. If payment of the bill is not received within thirty days, the fiscal officer shall send a notice by certified mail to the manager and to the owner, if different, of the real estate of which the commercial establishment is a part, or to the occupant, lessee, agent, or tenant and to the owner, if different, of the real estate of which the residence is a part, indicating that failure to pay the bill within thirty days, or to show just cause why the bill should not be paid, will result in the assessment of a lien upon the real estate. If payment is not received within thirty days or if just cause is not shown, the unpaid charges shall be entered upon the tax duplicate, shall be a lien upon the real estate from the date of the entry, and shall be collected as other taxes and returned to the township general fund. Authority granted by the Ohio Revised Code §505.511.

J. False Security Alarm Fees Write-Off Policy

If just cause is shown for non-payment of bills over thirty days old and not paid by the end of the year, the fiscal officer after discussion with the police chief and township administrator will draft a resolution that writes off the amounts not collectable for the township board of trustees to consider at the last meeting of the year.

K. Usage of Police Cars for Off Duty Service

Off duty use of a police car will be reimbursed at a rate of \$10.00 per hour with a three-hour minimum.

L. Bath Township Administrative Fee

A fee of \$3.00 per labor hour per employee will be assessed against an extra-duty employer and paid directly to Bath Township. The administrative fee will be deposited into the General Fund where it will accumulate to a level necessary to pay potential claims from extra-duty employment. Any amount collected above \$100,000 can be used for police department equipment purchases, upon approval by the board of trustees.

## VI. FIRE DEPARTMENT

- A. The fire chief is authorized at an hourly wage of \$48.50 per hour, payable bi-weekly.
- B. The assistant fire chief will be paid bi-weekly at an authorized rate to be determined per hour.
- C. The full-time fire department administrative assistant is authorized to be paid bi-weekly at a rate of \$21.33 per hour. The fire department administrative assistant is limited to an accrual of up to 80 hours of compensatory time as approved by the fire chief.

D. Ohio Revised Code Section 505.84 authorizes a board of trustees to establish reasonable charges for the use of ambulance or emergency medical service. Effective January 1, 2021 a charge of \$900.00 per call for Advanced Cardiac Life Support Transport (ALS2), \$800 for Advanced Life Support Transport (ALS1), and \$700.00 for Basic Life Support transport with an additional charge of \$20.00 per mile to the emergency medical treatment facility is to be made for ambulance and emergency medical services rendered by the Bath Fire Department pursuant to the following conditions:

- 1.) Ohio Billing shall bill and collect charges made pursuant to this resolution in accordance with the attached contract. The township fiscal officer shall be responsible for depositing all collected funds.
- 2.) Money collected shall be deposited in a separate fund designated as the "Ambulance and Emergency Medical Service Fund" (Fund No. 280) and shall be appropriated and administered by this board and township fiscal officer for payment of the costs of managing, maintaining and operating ambulance and emergency medical services in the township.
- 3.) Non-residents' primary insurance companies will be billed followed by their secondary carrier or balanced billed to the patient. The patient will receive three (3) billings for the balance following payment by all insurance companies. If the balance is not received after three (3) billings to the patient, the balance will be adjusted from the patient's account.

After three billings all write-offs will be presented to the board of trustees at the settlement meeting to be cleared off the books. Any non-resident that receives payment from his/her insurance carrier for services provided by the township will reimburse the township for services that the township rendered. If the non-resident does not reimburse the township, collections will be pursued since the non-resident received monies for the services that the township provided.

- 4.) Residents' primary insurance companies will be billed followed by their secondary provider. No balance will be billed to any resident. Any resident who receives payment from their insurance carrier for services provided by the township will reimburse the township for services that the township rendered. All write-offs will be presented to the board of trustees at the settlement meeting to be cleared off the books.
- 5.) Employees of Bath Township who require medical transport during work hours will be treated as residents with regards to payments for transport services.

E. Upon written notification and documentation from the chief of fire that he has sent out a warning letter after three (3) false fire alarms, and that the department has answered a combined total of four (4) false fire alarms resulting from a malfunction in the same calendar year for the same commercial or residential establishment, the township fiscal officer will mail the manager of the commercial establishment or the

occupant, lessee, agent, or tenant of the residence, a bill for three hundred dollars (\$300.00) . For the fifth false alarm from the same alarm system during that year, the charge shall be three hundred dollars (\$300); and, for each subsequent false alarm in that year occurring after the fifth false alarm, the charge shall be three hundred dollars (\$300.00) to defray the costs incurred. If payment of the bill is not received within thirty days, the fiscal officer shall send a notice by certified mail to the manager and to the owner, if different, of the real estate of which the commercial establishment is a part, or to the occupant, lessee, agent, or tenant and to the owner, if different, of the real estate of which the residence is a part, indicating that failure to pay the bill within thirty days, or to show just cause why the bill should not be paid, will result in the assessment of a lien upon the real estate. If payment is not received within thirty days or if just cause is not shown, the unpaid charges shall be entered upon the tax duplicate, shall be a lien upon the real estate from the date of the entry, and shall be collected as other taxes and returned to the township general fund. Authority granted by the Ohio Revised Code §505.391.

F. If just cause is shown for non-payment of bills over thirty days old and not paid by the end of the year, the fiscal officer, after discussion with the fire chief and township administrator, will draft a resolution that writes off the amounts not collectable for the township board of trustees to consider at the last meeting of the year.

G. Personnel who are scheduled for shifts will be compensated on an hour for hour basis. If such personnel are called for other than pre-scheduled work, they shall be guaranteed one (1) hour minimum of pay at the rate designated by their appointment. Time in excess of one (1) hour shall be paid in one quarter (1/4) hour increments.

H. Any firefighter hired after January 1, 2011 will be required to pass an initial physical evaluation at the time of hire and be certified for duty by an Occupational Physician under OSHA 1910.134. Part-time firefighters will be required to undertake an OSHA Respiratory Medical Evaluation annually as prescribed by Ohio Administrative Code 4123:1-21-02, effective January 1, 2012.

I. All part-time fire personnel shall sign-up for a minimum of 48 hours of scheduled work in a month, unless granted prior approval from the fire chief. Failure to meet this minimum, for 3 (three) consecutive months will constitute resignation from the fire department.

J. Part- time fire personnel will be permitted no more than two call-offs within a six-month period. Personnel that exceed the maximum allowed call-offs will face the following penalties:

- First offense: Removal from eligibility to sign up for shifts for 1 month
- Second offense: Removal from eligibility to sign up for shifts for 3 months
- Third offense will be considered grounds for termination.

The call off penalties may be waived in cases of unanticipated changes in the employee’s primary work/school schedule or extended illness/injury at the discretion of the fire chief. Employees shall give as much notice in these situations as possible to allow time for replacements to be found.

K. Appointments for the part-time fire department personnel shall be paid hourly as follows:

<b>Position</b>	<b>Hourly Rate</b>
Part-Time Firefighter Paramedic	\$23.44
Part-Time Firefighter EMT	\$21.32
** Probationary Part-Time Firefighter Paramedic	\$21.10
** Probationary Part-Time Firefighter EMT	\$19.70
Part-Time Fire Inspector	\$23.44

\*\* Upon recommendation by the fire chief, the hourly rate will be increased upon satisfactory completion of probationary status.

L. Part-Time Firefighters Service Credit

Service credit for part-time firefighters/EMS hired before January 1, 2013 will be computed yearly based on their anniversary date and paid on the hourly rate as further designated in Section III GENERAL REGULATIONS

VII. SERVICE DEPARTMENT

A. The road superintendent shall also serve as service director at an authorized hourly wage of \$45.72 payable bi-weekly. The road superintendent will be authorized an additional hourly wage of \$1.00 payable bi-weekly for obtaining a CDL-A. Uniforms and outer work wear shall be provided to the service director by the township. A work boot allowance, up to \$300.00 per year, shall be reimbursed to the service director for such purchases.

B. Service department part-time employees are authorized as needed to assist in maintenance of township properties and roadways. Pay rate range for part-time service personnel shall be as follows depending upon the qualifications of the individual.

Part-time Service Personnel Level 1	\$12-18
Part-time Service Personnel Level 2	\$18-25

The current senior part-time Service Level 2 employee is authorized at a rate of \$25/hr.

C. Service department seasonal employees are authorized as needed to assist in the maintenance of township properties and roadways. Pay rate schedule for service department seasonal employees:

YEAR NUMBER	WAGE
1	\$ 12.00 per hour
2	\$ 12.25 per hour
3	\$ 12.50 per hour
4	\$ 12.75 per hour
5	\$ 13.00 per hour

D. Pay rate for the seasonal snow and ice control employees shall range between \$12-\$20 per hour, depending on qualifications.

E. Service department seasonal employee uniform shall be as follows. T-shirts will be provided by the township. Employees will supply their own work pants (blue jeans or blue work pants), which must meet OSHA requirements. Sweatshirts, rain suits, safety equipment, and winter wear will be provided on an as needed basis by the township. The use of safety-toe boots is required. The cost, up to \$75.00, per year, shall be reimbursed to the employee for such purchases with the approval of the service director.

F. ROADS

1. The road superintendent shall also serve as service director.

2. The service department administrative assistant is authorized at an hourly wage of \$20.20 payable bi-weekly. The service department administrative assistant is limited to an accrual of up to 80 hours of compensatory time as approved by the service director.

3.No clothing or footwear allowance will be provided to the service department administrative assistant by the township, and uniform requirements for the service department as outlined in this document are not to be applied to this position.

G. Uniforms and work wear for full-time, part-time, and seasonal snow and ice employees service department personnel shall be provided through a contract with a uniform provider. Personal protective/safety equipment, as well as outer work wear, will be supplied by the township. The use of safety-toe boots is required, and the cost, up to \$300.00 per year, shall be reimbursed to the employee for such purchase with the approval of the service director. Bath Township service department employees shall perform work during their regular shift dressed in the provided uniforms.

H. The board of trustees may contract for the labor and materials necessary for maintaining township roads and other township property. Such maintenance shall include, but not be limited to, snow removal, ditching, control of surface and subsurface drainage, the repair and resurfacing of roads, drives, and parking areas. When the township solicits for competitive bid pricing for such projects a deposit will be held by the fiscal officer until the plans, and specifications are returned to the township in usable condition. The required deposit amount will be based on the cost to reproduce the plans and specifications.

I. Any tie-in from private property to a publicly owned and maintained storm water system within the legal right-of-way must be reviewed and permitted by the Bath Township road superintendent. The authorized fee and bond requirements for township driveway, culvert, ditch enclosure, or road opening permits are found in Exhibit B.

J. Mailbox Damage – If a road truck accidentally hits a mailbox and / or pole and causes damage, the township will repair or replace the mailbox and / or pole as per Ohio Department of Transportation standards. If during snow removal, snow and ice hit the mailbox and / or pole and causes damage, the resident is responsible for repair or replacement.

K. Drive aprons being removed by Bath Township in road rights-of-way will be installed by Bath Township with either asphalt or stone. The homeowner at their expense may have concrete installed with the approval from the Bath Township service director or his designee.

L. No stone, rock, brick, block, wood, or other material, regardless of purpose, will be permitted to be placed within any Bath Township road right-of-way without the written permission of the Bath Township service director. Any existing material or pipe (to include brick roadside berming, decorative stones, and landscape beds) located within the road right-of-way that is found to be obstructing roadway/ditch drainage or creating a hazard will be removed by the Bath Township service department.

M. No trees, shrubs, or plantings are permitted to be located within three (3) feet of the roadway pavement edge of any Bath Township road. This minimum clearance may be increased when necessary to ensure proper traffic line-of-sight. Trees with limbs overhanging roadway pavement may be trimmed by Bath Township as necessary to ensure that the limbs do not impact vehicles or create a hazard.

#### N. CEMETERIES

1. A part-time cemetery sexton will be authorized at the hourly rate of \$18.61 and will assist in the preparation of cemetery grounds for funeral services, maintenance of appropriate cemetery records,

burials and cemetery plot sales. An assistant to the cemetery sexton will be appointed from the service department. The cemetery sexton shall be paid time and a half for any hours worked for burial purposes from 4:00 p.m. Friday to midnight on Sunday. Sweat shirts, rain suits, safety equipment, and winter wear will be provided on an as needed basis through the township. A work boot allowance, up to \$150.00 per year, shall be reimbursed to the cemetery sexton for such purchases with the approval of the service director.

2. Opening and closing costs are found in Exhibit C.
3. Sales of platted lots will be made only to present or former Bath Township residents. Ownership will pass to descendants unless otherwise specified. Township employees with fifteen years of service may purchase up to two (2) lots in a Bath Cemetery.
4. No funerals will be held on Sundays or Holidays. No full burials can be accommodated before 11:00 a.m. on Mondays or the day following a legal holiday. The right is reserved by the township to insist upon at least twenty-four hours' notice prior to any interment and at least one week's notice prior to any disinterment or removal.
5. All funerals, upon reaching the cemetery, shall be under the charge of the cemetery sexton or his/her designee.
6. All caskets must be placed in an approved outer enclosure.
7. No lot shall be used for any purpose other than human burial.
8. No snowmobiles, all-terrain vehicles or motorcycles will be admitted to the cemetery except such as may be in attendance at funerals or on business.
9. The placing of boxes, shells, toys, chairs, and ceramic or glass containers is not permitted.
10. Receptacles for waste material are located at convenient places. Throwing or leaving of waste materials on cemetery property is prohibited.
11. All opening and closing of graves will be performed by backhoe or similar equipment. No tractor, truck, backhoe, or other heavy equipment may be brought into the cemetery by a private individual without the consent and supervision of the township. The township reserves to itself and to those lawfully entitled thereto a perpetual right of ingress and egress over plots.
12. The township will undertake to maintain, as may be practicable, the planting of trees and shrubs, to preserve and maintain landscape features. The general care of the cemetery is assumed by the township and includes the cutting of grass at reasonable intervals, the raking and cleaning of the grounds, and the pruning of shrubs and trees within the cemetery.
13. Flat markers are required in the Cremation Section of Moore's Chapel Annex and Moore's Chapel Perimeter area. On plots where upright headstone markers are permitted, one upright marker is allowed per grave, while additional markers must be flush with the ground. Headstone foundations may be installed by either the township or by a monument company under the direction of the township. The township will install foundations in the spring and fall. All headstones must have a frost proof foundation. Headstones or other gravesite structures are to be no higher than four feet (4'). Headstones are not to exceed fourteen inches (14") in thickness. This is to assure proper maintenance around the stone and to facilitate opening of other gravesites in the area.

14. Any headstone may be removed to allow the digging of any grave in the vicinity.
15. The township will take all reasonable precautions to protect lot owners, and the property rights of lot owners within the cemetery from loss or damage. However, the township disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially, from damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.
16. The right to enlarge, reduce, replat or change the boundaries or grading of the cemetery, or a section or sections, from time to time, including the right to modify or change the locations of or remove or regrade roads, drives or walks, or any part thereof, is hereby reserved. The right to lay, maintain and operate, or alter or change pipelines for water or drainage is also expressly reserved.
17. The township and its employees are the only persons who will be permitted to open graves with the following exceptions:
  - a. When the cemetery is directed to make a disinterment by the order of a court of competent jurisdiction and a certified copy of such order has been filed with the township.
  - b. When the Medical Examiner/Coroner directs the disinterment for the purpose of holding an inquest and has filed with the township his signed authorization to release the body to himself and his lawful agents. In such case, the disinterment must be made by the Medical Examiner/Coroner or his lawful agents. Cemetery employees will not be permitted to physically assist the Medical Examiner/Coroner or his agents.
18. The general care assumed by the township shall in no case mean the maintenance, repair or replacement of any memorial, tomb, or mausoleum placed or erected upon lots, with the exception of within the historic districts, nor the doing of any special or unusual work in the cemetery. Nor does it mean the reconstruction of any marble or granite work on any section or plot, or any portion or portions thereof in the cemetery, caused by the malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or by the order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.
19. The township reserves, and shall have, the right to correct any errors that may be made by it either in making interments, disinterment or removals, or the description, transfer or conveyance of any interment property, either by canceling such conveyance and substituting any conveying in lieu thereof other interment property of equal value and similar location as far as possible, or as may be selected by the township, or, in the sole discretion of the township, by refunding the amount of money paid on account of said purchase. In the event such error shall involve the interment of the remains of any person in such property, the township reserves, and shall have the right to remove or transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof.
20. All township cemeteries shall close at dark.
21. Seasonal decorations will be removed by the township as deemed appropriate. Winter wreaths, grave blankets, etc. may be placed after November 1st and removed by April 1st, spring, and summer seasonal flowers are to be removed by October 1st. Fall decorations may remain until December 1st. The township reserves the right to remove any decorations considered to be inappropriate and the right to remove any



other decorations, which create a potential hazard to persons within the cemetery or substantially interfere with the appropriate maintenance of the cemetery.

22. The township will not assume liability for damage to items other than monuments and foundations. Patrons are advised that frost damage may occur to pots, vases, urns, or similar items, which are not seasonally removed. Urns and vases are to be in line with the headstone and within the lot boundaries to facilitate grounds maintenance.

23. Plantings of trees, shrubs, and placement of benches require prior approval of the township.

24. Special restrictions for Moore's Chapel Annex shall include, but not be restricted to, the following:

- a. No permanent planting of shrubs or trees without the written permission of the township.
- b. Foundations must be placed according to the development of the cemetery, unless permission is otherwise granted.
- c. Planting of annual flowers is restricted to an area not to exceed fourteen inches (14") from the foundation.
- d. Foot markers must be flush with the ground.

25. Erection of mausoleums is not permitted in township cemeteries.

26. Each full burial grave is limited to one casket, one casket and one cremation burial, or a maximum of two cremation burials will be permitted in the same full burial grave if no casket is placed. Under no circumstances will two caskets be allowed in the same full burial grave.

27. Burial plots intended for purchase will **not** be held for any period of time longer than one month (ex. January 1- February 1) without a full payment.

VIII. 2021 Personnel Appointments:

The following appointments are herewith made to fill the positions as described and set forth in the preceding paragraphs:

Township Administrator  
Executive Assistant  
Budgetary Accountant / Payroll Clerk  
Planning Director/ Zoning Inspector  
Zoning / Solid Waste Administrative Assistant  
Administrative Assistant

Vito F. Sinopoli  
Jena R. Stasik  
Anne E. Motz  
William Funk  
Nanci L. Noonan  
Monica Peck

Fire Chief  
Assistant Fire Chief  
Fire Lieutenant  
Fire Lieutenant  
Fire Lieutenant  
Firefighter Medic  
Firefighter Medic  
Firefighter Medic  
Firefighter Medic  
Firefighter Medic  
Firefighter Medic  
Fire Department Administrative Assistant

Robert Campbell  
  
John Rodriguez  
Scott Forshey  
Christopher Null  
Steve Kamp  
Geoffrey Kuzas  
Trevin Morrison  
Matthew Null  
Steven Weinert  
Scott Robinson  
Trent Ware  
Rochele Bolton

Police Chief  
Police Captain  
Police Lieutenant/Investigative Division  
Police Sergeant  
Police Sergeant  
Police Sergeant  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Officer  
Police Administrative Assistant

Vito F. Sinopoli  
Steven P. Brown  
Richard W. Munsey  
C. Scott Borton  
Robert Griffith  
Kevin L. Moats  
Bill Alexander  
Adam Chapman  
Benjamin Falconer  
Michael R. Gabel  
Daniel A. Lance  
Matthew Mihalik  
Lee M. Oubre  
Daniel Reilly  
Bruce A. Rundle  
Eric Shaffer  
Jonathan W. South  
Grant VanFossen  
Lane Watson  
Steven R. Wolf  
Robert Young  
Austin Klein  
Stacie Houser  
Susan Bartlett

Service Director/Road Superintendent/Township Facilities	Caine Collins
Assistant Road Superintendent/Assistant Service Director	Alan Garner
Road Foreman	Ronald J. Wietecha
Road Foreman	Sean Humphrys
Road Laborer / Equipment Operator	Ryan Bracken
Road Laborer / Equipment Operator	Richard Brogan
Road Laborer / Equipment Operator	Jeffrey France
Road Laborer / Equipment Operator	James Hete
Road Laborer / Equipment Operator	Brent Nash
Road Laborer / Equipment Operator	Kurt Obendorfer
Service/Road Administrative Assistant	Elizabeth Reinart

Park Director	Alan Garner
Park Laborer	
Park Laborer	Thomas Hughes

Communication Specialist	Mona A. Barb
Communication Specialist	Jeremy M. Emerson
Communication Specialist	Steven Tayerle
Communication Specialist	Tracie Tsai
Communication Specialist	Rachel Thompson
Communication Specialist	Morgan Tropf

**Part-time Positions**

Cemetery Sexton	Karen Beres
Part-time Parks Employee	
Part-time Service Employee Level 2	Greg Klebb
Part-time Service Employee Level 1	

Prevailing Rates Coordinator	Caine Collins
Prevailing Rates Coordinator	Elizabeth Reinart

Seasonal Snow and Ice Employee

Solid Waste Coordinator	William Funk
Systems Administrator	William Funk
Part-time Fiscal Officer Assistant	Roy Ferguson

**Part-Time Firefighter Medic**

Matthew Askea  
 Cody Bennett  
 Robert Benza  
 Stephen Blasdel  
 Ryan Bowers  
 Terry Brock  
 Joseph D'Ambrosia  
 Robert Disanto  
 Jeffrey Dudley  
 Eric Ellis

Ryan Fairbanks  
Janette Friend  
Randy Glass  
Bruce Gordon  
Zachary Hardy  
James Horak  
Michael Humenik  
Anthony Hyatt  
Michael Jones  
Scott Koehler  
Timothy LeFevre  
Alan Leonard  
Dustin Muehfeld  
Raphael Muniz  
John Novosielski  
Jeremy Parkhurst  
Guy Randall  
Blaine Schooley  
Stephen Schultz  
Christopher Sorm  
Rachel Velasquez  
Chad Warner

**Part-Time Firefighter EMT**

Anthony Agoston  
Timothy Baker  
Robert C. Motz  
Jonathan Tibbs

**Fire Safety Education Officer**

**Part-Time Fire Inspector**

Michael Scott

**Part-Time Police Officers**

Michael Roberts

**Part-time Communication Specialist**

Gena Powers

IX. RATES FOR ADDITIONAL COMPENSATION

Eligibility and schedule of annual rates for additional compensation for full-time planning director/ zoning inspector, road superintendent/service director, park director, OR additional positions as deemed appropriate by the board of trustees.

CATEGORY	ANNUAL RATE	HOURLY RATE
An Associate Degree from an accredited college or university	\$700.00	\$0.34
A Bachelor Degree from an accredited college or university provided the degree is in a field related to the full-time position held in the Township. Any individual eligible for this increment is not eligible for the additional compensation established for having an Associate Degree.	\$1000.00	\$0.48
A Master's Degree from an accredited college or university provided the degree is in a field related to the full-time position held in the township. Any individual eligible for this increment is not eligible for the additional compensation established for having an Associate or Bachelor Degree.	\$1,300.00	\$0.63
Ph.D., LL.B., or J.D. from an accredited college or university provided the degree is in a field related to the full-time position held in the Township. Any individual eligible for this increment is not eligible for the additional compensation listed above.	\$1,650.00	\$0.79

## EXHIBIT A-1

### PARK RULES AND REGULATIONS

#### Bath Community Park

1. The Bath Community Park is open for public use.
2. With the exception of the tennis courts, which are lighted and open until 10:00 p.m., the park hours are from 7:00 a.m. until dusk, seven (7) days a week.
3. *The sports facilities are open to the public and use is permitted as long as no conflict of schedules occurs. When the park director or his designee determines that there may be a possible or actual conflict for the use of certain fields or other facilities of the Bath Parks, the following rules shall apply in all cases:*
  - **Eligibility:** To be eligible to use any of the sports facilities, the individual reserving the field or other facility must be 18 years of age or older, the specific schedule request for what field or other facilities to be used, including specific dates and beginning and ending times and other relevant information must be forwarded to the park director or his designee in writing no later than the time set forth by park director. All requests for use of the facilities shall be made in a good faith and all participants shall act in good faith with regard to any request for use, including the verification of the status of Township residents participating in the use or activity.
  - After the deadline has passed, the park director or his designee shall review all of the requests timely received for use of the fields and facilities. The park director, at his sole discretion, shall make a determination that the use of the fields and other facilities shall be given to those participants that have the greatest number of Bath residents actually participating in the activity. The park director or his designee shall rank the request according to this priority and set the schedules accordingly. It is the intention of these rules that the parks and other facilities be made available to the most Bath Township resident's possible.
  - Once the schedules have been made, any times and dates still open will be made available first to those groups or activities that made a timely written request but were omitted. If these groups do not timely commit to using the vacant days and times, then the unused dates and times shall be made available to all other users on a first-come basis.
  - For all users, a Registration Fee is required for any group or individual who schedules use of a field more than three (3) times throughout a year. A twenty-five dollar (\$25.00) non-refundable fee for each team, group or individual shall be collected prior to the start of each season.
  - For all users, a Tournament/Camp/Clinic Registration Fee is required for any group or individual who schedules a tournament or camp/clinic throughout a year. A twenty-five dollar (\$25.00) non-refundable fee for each field and a five-dollar (\$5.00) non-refundable fee for each court used per day shall be collected prior to the start of each tournament or camp/ clinic.
  - For all users, a Field Deposit is required for any group or individual who schedules use of a field more than three (3) times throughout a year. A one thousand-dollar (\$1,000.00) deposit shall be required for any individual or group who schedules a field. This deposit shall be returned at the end of the season minus any costs to repair damage, outside of normal wear and tear, to the sports facilities.
  - Teams or organizations using the property must show proof and have on file with the township, liability insurance for field use. Youth groups must have an adult supervisor. Supervisors must make sure that all youngsters have been picked up before they leave the premises.

- Teams or Organizations engaging in activities, which may result in destruction of property or endangerment of themselves or others, will not be permitted to use the property.
4. At the entrance of the park, there is a sign titled “FIELD CONDITIONS”, with a number representing each field. These numbers represent the fields, which are playable. When the fields are not playable an “X” card will cover the number of that field indicating that the field is closed.
    - a. The closing of any fields or courts may occur at the discretion of either the park director or other park personnel.
    - b. A notice may not be given of the closing. Park personnel will do their best to their ability to attempt to give an adequate notice.
    - c. If a field is played on that is closed, a fine of one hundred dollars (\$100.00) per team who uses said closed field shall be assessed. This fine shall be taken out of the Field Deposit. (See Eligibility)
    - d. *The field will remain closed until either the park director or other park personnel re-opens the field. No other person shall be authorized to re-open a closed field or court.*
  5. Tennis Courts & Basketball Court Rules:
    - a. If the courts have not been reserved through the park director or his designee then court usage will be based on a first come first served basis.
    - b. Play limited to one (1) hour if others are waiting – play will begin and end at the top of the hour.
    - c. All rules and courtesies of tennis etiquette shall be observed.
    - d. Skateboards and rollerblades are not to be used on either the tennis courts or basketball court.
  6. Shelter Eligibility: The Grange and Bicentennial shelters are open from April 1 through October 31 each year for social functions for the public as long as the rules and regulations below are followed:
    - a. Bath Township residents reserving the shelter must be 18 years of age or older, are required to deposit fifty dollars (\$50.00) with the township fiscal officer upon approval of an application to use the shelter. When the social function is over and before the shelter is vacated, a reasonable cleaning up of the shelter (i.e. depositing all litter in proper containers) must be done before the deposit is returned.
    - b. Non-Bath Township residents reserving the shelter must be 18 years of age or older. They are required to deposit fifty dollars (\$50.00) with the township fiscal officer upon approval of an application to use the shelter, plus an additional twenty-five dollars (\$25.00) non-refundable rental fee for using the shelter, making the total payment due of seventy-five dollars (\$75.00). When the social function is over and before the shelter is vacated, a reasonable cleaning up of the shelter (i.e. depositing all litter in proper containers) must be done before the deposit is returned.
    - c. The party’s member whose name appears on the application must be in attendance throughout the duration of the function.
    - d. Each group using the shelter is expected to care for their assigned area and clean up before leaving the premises. The individual’s name appearing on the application is responsible for conduct and care of each member of his or her party.
    - e. If two separate functions are at the shelter on the same day, the party with the proper shelter application has the right to the shelter.
    - f. Shelter space may be on a shared basis.
    - g. Reservations should be made at least two (2) weeks in advance. Reservations will be made on a first call, first reserved basis.
    - h. The shelter holds a maximum of 75 guests accordingly. If your reservation is for more than that 75 guests, then the following applies:
      1. Additional portlets must be supplied by applicant at the applicant’s expense.

2. If a tent rental is necessary that will be supplied by applicant at applicant's expense.

7. Other Rules:

- a. The use of, or possession of, alcoholic beverages or illegal drugs is strictly prohibited.
- b. In the interest of safety, pets must be under control of their owner at all times and on a leash no greater than eight feet (8') in length. Pet owners must clean up after their pets.
- c. The public is prohibited from hunting, trapping, or molesting of the wildlife.
- d. In the interest of safety, no discharge of firearms, fireworks, explosive or other projectiles of any kind is permitted in the park.
- e. The burial of anyone or anything including the spreading or depositing of cremains on park property is strictly prohibited.
- f. Skateboards and rollerblades are not to be used on the tennis courts or basketball court.
- g. No person shall hit golf balls on park property.
- h. No person shall purposely, knowingly, recklessly, or negligently destroy or remove any tree, flower, shrub, grass, or any part thereof from the township park.
- i. The use of snowmobiles and all-terrain vehicles on the park property is strictly prohibited.
- j. The use of mopeds, motorcycles, or motorbikes is permitted only on hard paved surfaces of the entrance drive and parking lots.
- k. Bath Township assumes no responsibility or obligation for damage to any vehicle or property owned by users of any of the park property.
- l. Bath Township assumes no responsibility or obligation for injury that may occur on park premises or while using park facilities.
- m. NOTICE: the fields and courts maybe in use by non-shelter groups during the same dates and times as Shelter Reservations.



## EXHIBIT A-2

### PARK RULES AND REGULATIONS

#### Bath Hill Park

1. The Bath Hill Park is open for public use.
2. Bath Hill Park hours are seven days a week from 7:00 a.m. until dusk.
3. Tennis court and basketball court usage will be based on a first come first served basis, limited to a two (2) hour interval. Reservations for these courts are prohibited.
  - a. Play will be limited to a one (1) hour intervals if others are waiting.
  - b. Play will begin and end at the top of the hour.
  - c. All rules and courtesies of tennis etiquette shall be observed.
  - d. Skateboards and rollerblades are not to be used on either the tennis courts or basketball court.
4. The use of, or possession of, alcoholic beverages or illegal drugs is strictly prohibited.
5. In the interest of safety, pets must be under control of their owner at all times and on a leash no greater than eight feet (8') in length. Pet owners must clean up after their pets.
6. The public is prohibited from hunting, trapping, or molesting of the wildlife.
7. In the interest of safety, no discharge of firearms, fireworks, explosive or other projectiles of any kind is permitted in the park.
8. The burial of anyone or anything including the spreading or depositing of cremains on park property is strictly prohibited.
9. Skateboards and rollerblades are not to be used on either the tennis courts or basketball court.
10. No person shall hit golf balls on park property.
11. No person shall purposely, knowingly, recklessly, or negligently destroy or remove any tree, flower, shrub, grass, or any part thereof from the township park.
12. The use of snowmobiles and all-terrain vehicles on the park property is strictly prohibited.
13. The use of mopeds, motorcycles, or motorbikes is permitted only on hard paved surfaces of the entrance drive and parking lot.
14. Bath Township assumes no responsibility or obligation for damage to any vehicle or property owned by users of any of the park property.
15. Bath Township assumes no responsibility or obligation for injury that may occur on park premises or while using park facilities.

## EXHIBIT A-3

### PARK RULES AND REGULATIONS

#### Bath Nature Preserve

1. The Bath Nature Preserve is open for public use.
2. Nature preserve hours are seven days a week from 7:00 a.m. to dusk. Park hours are from 7:00 a.m. until 1:00 a.m. for individuals who have permission to use the astronomy observatory structure. No other areas of the park shall be accessed after dusk.
3. Out of respect for nature, no person shall purposely, knowingly, recklessly, or negligently handle or feed the wild animals, destroy or remove any tree, flower, shrub, grass or any part thereof from the nature preserve property.
4. The use of, or possession of, alcoholic beverages or illegal drugs is strictly prohibited.
5. In the interest of safety, no discharge of firearms, fireworks, explosive or other projectiles of any kind is permitted in the park.
6. The burial of anyone or anything including the spreading or depositing cremations on park property is strictly prohibited.
7. Smoking and open fires are not permitted on the nature preserve property.
8. The public is prohibited from hunting, trapping, or molesting of the wildlife.
9. Fishing is allowed from April 1<sup>st</sup> through November 30<sup>th</sup> of each year at Bath Pond and Garden Pond. Fishing at all other ponds or streams is strictly prohibited. **See: Fishing Rules #22.**
10. The use of any boats or watercrafts including, but not limited to canoes, rafts, or jet skis, is not permitted on any of the ponds or streams.
11. Swimming or wading is not permitted in any of the ponds or streams.
12. Camping is prohibited.
13. In the interest of safety all pets or other animals must be kept under control by their owner at all times and remain on a leash that is no greater than eight feet (8') in length. Pet owners must clean up after their pets. In addition, these pets or other animals are permitted on trails only.
14. No person shall hit golf balls on the nature preserve property.
15. All users of the Nature Preserve must stay on and use only the properly marked trails and boardwalks.
16. Bicycle use is permitted only on the North Fork Trail but not on any other trails in the nature preserve. All bicycles must be parked or stored at the proper locations provided at the trailhead.
17. The use of snowmobiles and all-terrain vehicles on the nature preserve property is strictly prohibited.
18. The use of mopeds, motorcycles, or motorbikes is permitted only on the hard-paved surface of the entrance drive and parking lot.
19. Deposit all trash in properly marked receptacles or take it with you out of the Bath Nature Preserve.
20. Shelter Eligibility:
  - a. The Regal Beagle Shelter is open January 1 through December 31, on a limited basis each year, for social functions for Bath Township organizations, University of Akron organizations, and other non-profit organizations affiliated with the Township. The Bath Township Board of Trustees reserves the right to grant or deny any application for the Regal Beagle Shelter in the interest of preserving the historic structure.
  - b. Bath Township organizations reserving the shelter are required to sign and have on file with the park director a shelter waiver. (See attached waiver.)
  - c. When the social function is over and before the shelter is vacated a reasonable cleaning up of the shelter (i.e. depositing all litter in proper containers) must be completed.
  - d. The party's member whose name appears on the application must be in attendance throughout the duration of the function.

- e. Each group using the shelter is expected to care for their assigned area and clean up before leaving the premises. The individual's name appearing on the application is responsible for conduct and care of each member of his or her party.
- f. Additional portlets must be supplied by applicant at the applicant's expense.
- g. If a tent rental is necessary that will be supplied by applicant at applicant's expense along with the necessary Summit County permits.
- h. Use of the fireplace in the Regal Beagle requires special permission from the park director. A parks division employee must be on site to monitor the fire, or a separate insurance policy will be required.
- i. Alcohol will be permitted in the Regal Beagle for special events, provided all Ohio Division of Liquor Control guidelines are followed and special permission is granted by the board of trustees.

21. Terms and Conditions of Equestrian Use:

- a. All equestrian users must have with them a copy with their "Certificate of Insurance" that states that they have liability coverage for their horse or horses off of equestrian users property.
- b. Horse trailer sizes allowed are a double trailer or any trailer with a maximum length of 16 feet.
- c. Minors are not permitted to ride on the property without an adult supervisor.
- d. Users agree to abide by the lawful instructions of any agent of Bath Township.
- e. Horseback riding is to be confined to established equestrian trails only. Riding off of the established trails is prohibited.
- f. Riders are not permitted to utilize jumps located on the property of the Bath Nature Preserve.
- g. Riders will conduct themselves in an orderly manner at all times.

22. Fishing Rules:

- a. Fishing is restricted to posted ponds only (Bath Pond and Garden Pond). Fishing in any other body of water on the Bath Nature Preserve is strictly prohibited.
- b. Fishing is open from April 1<sup>st</sup> through November 30<sup>th</sup> of each year.
- c. Ice fishing is strictly prohibited.
- d. All fishing will be on a catch and release basis.
- e. Transport of fish to or from these ponds is strictly prohibited.
- f. All fishing is limited to a hook and line. Fishermen are expected to remove all fishing gear, including snagged line, bobbers and tackle.
- g. The use of lead weights is prohibited.
- h. Fisherman 18 years of age or older must produce all applicable state of Ohio permits for fishing.
- i. Fishing from the banks and the observation deck is allowed. All other fishing is strictly prohibited.
- j. Unusual species: If a catch of anything other than bass, bluegill, shiners, or bullhead is made please contact the park director at 330.666.4007.

23. Bath Township assumes no responsibility or obligation for damage to any vehicles or property owned by users of any of the park property.

24. Bath Township assumes no responsibility or obligation for injury that may occur on park premises or while using park facilities.

25. Community Garden Rules:

- Restricted to Bath Residents only.
- New gardeners may rent one gardening plot on an annual basis.
- Returning gardeners maintain the right of first refusal for use of two of the same garden plots in the following year. The right expires if a returning renter has not made payment by January 31 of the gardening year.
- From February 1 to February 28<sup>th</sup> new gardeners may choose a plot not previously claimed.

- After March 1 returning gardeners can rent any open plot.
- Fertilizer and pesticides use is limited to organic compounds, subject to the approval of the Park Director
- Renter is responsible for prepping and maintaining garden plots
  - If the plot becomes unsightly, notice will be given to clean the area within 48 hours
  - If the plot is not maintained or cleaned within the period specified, the township reserves the right to remove the renter from the garden without refund of the rental amount
- Gardens may not contain tall or invasive plants. Be respectful of your neighbors!
- Renter will only pick crops in assigned area, unless permission is granted from another plot user
- Water will be made available from Mid-April through October 31<sup>st</sup>
  - Please alert the township if the water is low (call or email when half-empty or lower)
- Pets are prohibited in the garden area
- Gate shall be secured at all times
- Rental arrangement does not create a possessory interest in plot
- If at any time a renter decides to abandon his or her plot or is unable to maintain the plot for any reason, notification to Bath Township offices is required.

## EXHIBIT A-4

### PARK RULES AND REGULATIONS

#### Bath Baseball Park

1. The Bath Baseball Park shall be opened April 1 through October 31 of each year from 7:00 a.m. until dusk, seven days a week.
2. The sports facilities are open to the public and use is permitted as long as no conflict of schedules occurs. When the park director or his designee determines that there may be a possible or actual conflict for the use of certain fields or other facilities of the Bath Parks, the following rules shall apply in all cases:
  - a. Eligibility – To be eligible to use any of the sports facilities, the individual reserving the field or other facility must be 18 years of age or older, the specific schedule request for what field or other facilities to be used, including specific dates and beginning and ending times and other relevant information must be forwarded to the park director or his designee in writing no later than the time set forth by park director. All requests for use of the facilities shall be made in good faith and all participants shall act in good faith with regard to any request for use, including the verification of the status of township residents participating in the use or activity.
  - b. Schedule Priority - After the deadline has passed, the park director or his designee shall review all of the requests timely received for use of the fields and facilities. The park director, at his sole discretion, shall make a determination that the use of the fields and other facilities shall be given to those participants that have the greatest number of Bath residents actually participating in the activity. The park director shall rank the request according to this priority and set the schedules accordingly. It is the intention of these rules that the parks and other facilities be made available to the most Bath Township residents possible.
  - c. Open Dates - Once the schedules have been made, any times and dates still open will be made available first to those groups or activities that made a timely written request but were omitted. If these groups do not timely commit to using the vacant days and times, then the unused dates and times shall be made available to all other users on a first-come basis.
  - d. Registration Fees - For all users, a Registration Fee is required for any group or individual who schedules use of a field more than three (3) times throughout a year. A twenty-five dollar (\$25.00) non-refundable fee for each team, group or individual shall be collected prior to the start of each season.
  - e. Tournament Fees - For all users, a Tournament/Camp/Clinic Registration Fee is required for any group or individual who schedules a tournament or camp/ clinic throughout a year. A twenty-five dollar (\$25.00) non-refundable fee for each field used per day shall be collected prior to the start of each tournament or camp/ clinic.
  - f. Field Deposit - For all users, a field deposit is required for any group or individual who schedules use of a field more than three (3) times throughout a year. A one thousand dollar (\$1,000.00) deposit shall be required for any individual or group who schedules a field. This deposit shall be returned at the end of the season minus any costs to repair damage, outside of normal wear and tear, to the sports facilities. (See Rules #1 - #14).
  - g. Liability Insurance - Teams or organizations using the property must show proof and have on file with the township, liability insurance for field use. Youth groups must have an adult supervisor. Supervisors must make sure that all youngsters have been picked up before they leave the premises.
  - h. Destruction of Property or Endangerment - Teams or organizations engaging in activities, which may result in destruction of property or endangerment of themselves or others, will not be permitted to use the property.
3. At the entrance of the Bath Baseball Park, there is a sign titled “BASEBALL FIELD CONDITIONS,” with a number representing each field which is playable. When the field is not playable an “X” card will cover the number of that field indicating that the field is closed.

- a. Close of a Field - The closing of any field will be made by either the park director or park personnel before 4:00 p.m., which will be the latest closing time for the fields. If a field is played on that is closed, a fine of one hundred dollars (\$100.00) per team who uses said closed field shall be assessed. This fine shall be taken out of the Field Deposit. (See 2 f.)
  - b. Re-open of a Field - In the absence of the park director and/or park personnel, the only person who has the right to re-open a field is the Director of Fields and Facilities of Revere Baseball and Softball Association. No other person shall be authorized to re-open a closed field.
4. The only maintenance allowed by anyone other than park personnel are as follows:
- Light raking around bases and pitching rubber
  - Re-lining the field.
  - Use of field absorbent as needed.
5. No person, without permission of park personnel, shall add or remove any field material, such as, but not limited to, infield mix, bases, pitching rubbers, bleachers, etc.
6. Shelter Eligibility – The shelter is open from April 1 through October 31 each year for social functions for the public as long as the Rules and Regulations below are followed:
- a. During the baseball season, April 1 through mid-July of each year, Revere Baseball and Softball Association has reserved the shelter Monday through Friday from 6:00 p.m. until dusk and all day on Saturday.
  - b. Bath Township residents reserving the shelter must be 18 years of age or older and are required to deposit fifty dollars (\$50.00) with the township fiscal officer upon approval of an application to use the shelter. When the social function is over and before the shelter is vacated a reasonable cleaning up of the shelter (i.e. depositing all litter in proper containers) must be done before the deposit is returned.
  - c. Non-Bath Township residents reserving the shelter must be 18 years of age or older and are required to deposit fifty dollars (\$50.00) with the township fiscal officer upon approval of an application to use the shelter, plus an additional twenty-five dollars (\$25.00) non-refundable rental fee for using the shelter, making the total payment due of seventy-five dollars (\$75.00).
  - d. The party's member whose name appears on the application must be in attendance throughout the duration of the function.
  - e. Each group using the shelter is expected to care for their assigned area and clean up before leaving the premises. The individual's name appearing on the application is responsible for conduct and care of each member of his or her party.
  - f. If two separate functions are at the shelter on the same day, the party with the proper shelter application has the right to the shelter.
  - g. Shelter space may be on a shared basis.
  - h. Reservations should be made at least two (2) weeks in advance. Reservations will be made on a first call, first reserved basis.
  - i. NOTICE: the fields may be in use by non-shelter groups during the same dates and times as Shelter Reservations.
  - j. The shelter holds a maximum of 75 guests. If your reservation is for more than the 75-guest limit, then the following applies:
    - Additional portable toilets must be supplied by applicant at applicant's expense.
    - If tent rental is necessary, that will be supplied by applicant at applicant's expense.
7. During the baseball season the Revere Baseball Softball Association has reserved and schedules the batting cages from April 1 to July 15.
8. The use or possession of alcoholic beverages or illegal drugs is strictly prohibited.
9. In the interest of safety, pets must be under the control of their owners at all times and on a leash no greater than eight feet (8') in length. Pet owners must clean up after their pets.
10. The public is prohibited from hunting, trapping, or molesting of the wildlife.
11. In the interest of safety, no discharge of firearms, fireworks, explosive or other projectiles of any kind is permitted in the park.

12. The burial of anyone or anything including the spreading or depositing of cremains on park property is strictly prohibited.
13. No person shall hit golf balls on park property.
14. No persons shall purposely, knowingly, recklessly, or negligently destroy or remove any tree, flower, shrub, grass, or any part thereof from the township parks.
15. The use of snowmobiles and all-terrain vehicles on the park property is strictly prohibited.
16. The use of mopeds, motorcycles, or motorbikes is permitted only on hard paved surfaces of the entrance drive and parking lot.
17. Bath Township assumes no responsibility or obligation for injury that may occur on park premises or while using park facilities.
18. Bath Township assumes no responsibility or obligation for damage to any vehicle or property owned by the user of any of the park property.

### 19. Field Eligibility

To be eligible for use of fields, dates, times and type of field must be submitted to the park director or his designee.

- a. There will be three (3) rounds of scheduling for the baseball fields for the upcoming year. The first and second rounds of scheduling will be for Bath Township residents. The third round of scheduling will be for all non-Bath Township residents.
- b. All field requests must coincide with the dimensions and layout of the fields in the Bath Baseball Park. EXAMPLE: If you need a field with no pitcher's mound then you have two (2) fields from which to choose. If you need a field with bases set at 55' then you have three (3) fields from which to choose. If you request a field with dimensions or layout that do not coincide with the Bath Baseball Park layout, your schedule will be denied.
  - For Bath Township residents to be eligible to use any of the baseball fields, the specific schedule request for what field or other facilities to be used, including specific dates and beginning and ending times and other relevant information, must be forwarded to the park director in writing no later than the time set forth by the park director of each year. After this deadline has passed schedules will be based on a first come first served basis. This will determine which residents are eligible for either the 1<sup>st</sup> or 2<sup>nd</sup> round of scheduling.
  - For non-Bath Township residents to be eligible to use any of the baseball fields, the specific schedule request for what field or other facilities to be used, including specific dates and beginning and ending times and other relevant information must be forwarded to the park director in writing no later than the time set forth by park director of each year. After this deadline has passed schedules will be based on a first come first served basis. Non-Bath Township residents are eligible for 3<sup>rd</sup> round of scheduling only.

(See Baseball Scheduling Rounds)

- c. For all users, a field deposit is required for any group or individual who schedules use of a field more than three (3) times throughout a year. A one thousand-dollar (\$1,000.00) deposit shall be required for any individual or group who schedules a field. This deposit shall be returned at the end of the season minus any costs to repair damage, outside of normal wear and tear, to the sports facilities. (See Rules #1 - #14).
- d. Youth groups using the property must show proof of, and have on file with the Township, liability insurance for field use. Youth groups must have an adult supervisor. Supervisors must make sure that all youngsters have been picked up before they leave the premises.
- e. Youth groups engaging in activities, which may result in destruction of property or endangerment of themselves or others, will not be permitted to use the property.

## 20. Baseball Scheduling Rounds

Individuals must submit, along with their field requests, the following:

- a. To be eligible to participate in the 1<sup>st</sup> round and/or the 2<sup>nd</sup> round of scheduling, the person submitting the request for fields, times, and dates must be a Bath Township resident.
- b. The resident, along with the submitting of their field requests, must also submit the number of teams in that resident's league or organization which are requesting field use.
- c. The resident must also submit the prior year's team roster of players along with the names and addresses of each player from each team in the league or organization.
- d. If a conflict of fields, times, and dates occurs this will put into effect the 1<sup>st</sup> and 2<sup>nd</sup> rounds of scheduling protocol.

For convenience purposes for submitting field requests for the upcoming year, Bath Township will assume that all teams from each league or organization will be comprised of a standard number of 12 players. If a team is made up of more or less than 12 players, it does not matter for the Scheduling Rounds. To qualify to be placed into the 1st Round of Scheduling, each team requesting fields, times, and dates must have at least forty-one percent (41%) of that team roster consisting of Bath Township residents. This means five (5) or more players from each team must be Bath Township residents.

If a team in any league or organization consists of less than the forty-one percent (41%) then that team will qualify for the 2<sup>nd</sup> round of scheduling.

## 21. FIRST (1st) ROUND OF SCHEDULING

Once all of the teams consisting of forty-one percent (41%) Bath Residents from each different league or organization have qualified for the 1st round, take the number of teams that qualify from each league or organization and separate them by the field requests. Then take the total number of teams from all of the leagues or organizations requesting the same date and time for the same field and add them together. Use that number as a common denominator for the 1<sup>st</sup> round of scheduling. Then take the teams from each different league or organization requesting the same fields, time, and dates and divide them by the common denominator. This number equals the percentage of the total number of times each different league or organization fields, time, and dates requested will be met and approved.

### Example- League A and League B:

Each league has requested Field 2 for 4:30 p.m. for the same 120 days of summer. League A has 5 teams, 2 of which meet the 41% rule. League B has 5 teams and all 5 meet the 41% rule. Take League A's 2 teams and League B's 5 teams, add them together to get 7 teams. The number 7 will then be used as the common denominator.

Then take League A's 2 teams and divide them by the common denominator of 7. League A will qualify for 29% of their 120 days requested. Then take League B's 5 teams and divide them by the common denominator of 7. League B will qualify for 71% for their 120 days requested.

League A will be scheduled for 35 days out of the 120 days requested.

League B will be scheduled for 85 days out of the 120 days requested.

All leagues or organizations, after receiving their approved schedules have fifteen (15) days to apply for the alternate dates or times for field usages that does not conflict with schedules from the 1<sup>st</sup> round.

If a conflict was to occur between League A and League B in which all teams from each league or organization meet the forty-one percent (41%) rule then the following schedule would go into effect. League A and League B would be given a schedule where every other week their schedules would alternate for fields requested.



## 22. SECOND (2nd) ROUND OF SCHEDULING

The 2<sup>nd</sup> round of scheduling is for all Bath Township residents whose leagues or organizations do not meet the forty-one percent (41%) of Bath Residents for each team. The resident submitting a schedule of dates, time, and fields will be approved for those dates, times, and fields that do not conflict with the 1<sup>st</sup> round of scheduling.

If in the 2<sup>nd</sup> round there is more than one league or organization that is in conflict with another league or organization then the league or organization with the greatest percentage of players from Bath Township receives the priority in scheduling.

If conflicts occur for fields, dates, and times schedules between different leagues or organizations that have the same percentage of Bath Township residents then the common denominator of those leagues or organizations will be used to create the schedules for the 2nd round.

If two or more leagues or organizations have the same number of teams in each League and the same percentage of Bath Township residents on each team then the schedules will alternate weekly.

## 23. THIRD (3RD) ROUND SCHEDULES

The 3rd Round of Scheduling is for all non-Bath Township residents. Upon receiving their request for fields, times, and dates schedules will be approved and awarded for fields, times, and dates that do not conflict with the 1st and 2nd Rounds of Scheduling.

**EXHIBIT B**

## ZONING SCHEDULE

<b>Bath Township Zoning Fee Schedule</b>	
<b>Classification</b>	<b>Fee Amount</b>
<b>Planning and Zoning</b>	
<b>Zoning Certificate Fees:</b>	
New Residential Dwelling	\$400.00
Residential Addition	\$50.00
Residential Accessory Structure	\$50.00
New Commercial Building	\$1,000.00
Commercial Addition	\$500.00
Commercial Accessory Structure	\$100.00
Business Use	\$25.00
Home Occupation	\$25.00
Fences	\$25.00
Swimming Pool	\$50.00
Wireless Telecommunication Facilities	\$1,000.00
<b>Boards, Commissions, and Other Application Fees</b>	
Site Plan Review	\$100.00
Zoning Text or Map Amendment	\$750.00
Conditional Use Application (Residential Use)	\$250.00
Conditional Use Application (Non-Residential Use)	\$350.00
Variance Application (Residential Use)	\$250.00
Variance Application (Non-Residential Use)	\$350.00
Use Variance Application	\$500.00
Appeals Application	Must Contact Zoning Inspector
Major Subdivision	\$500.00
Minor Subdivision/Lot Consolidation Application	\$50.00
<b>Sign Fees:</b>	
Sign (Permanent)	\$50.00
Subdivision/Development signs (Temporary)	\$25.00
Temporary Sign (Deposit)	\$50.00
<b>Zoning Document Fees:</b>	
Zoning Resolution	\$25.00
Comprehensive Plan	\$25.00
Design Guidelines	\$25.00

## EXHIBIT C

### SERVICE FEE SCHEDULE

#### Roads

- a. New Township Driveway, Road Excavation Permit under O.R.C. 5571.16  
All excavation or boring within a township road right-of-way, regardless of purpose, requires the issuance of a township Road Opening/Excavating Permit before said project can begin. Any commercial or residential application for a driveway reconstruction/repaving permit is accompanied by a fee in the maximum amount allowable by O. R. C. 5571.16 and a deposit of eight hundred dollars (\$800.00). The fee amount is to cover paperwork and inspection details. The deposit amount shall be returned, in full, if installation is completed as approved by the Bath Township Road Superintendent. Definition of completed is "Landscape grade area and materials within the road right-of-way are positioned to the satisfaction of the Bath Township Road Superintendent." If installation is not completed to the specification approved by the Bath Township Road Superintendent the work will be properly performed by the Bath Township Service Department and installation costs deducted from the eight hundred dollar (\$800.00) deposit amount with the balance returned if applicable. If the application for an excavation permit is denied both the deposit and the fee will be returned.
  1. All excavation permit areas will be inspected once a year and if complete the deposit monies returned. If the excavation permit area is not in compliance a detailed inspection report will be sent to the permittee explaining why the deposit monies are being held or used to complete the project after one year.
  2. No obstructions will be placed in any township road right of way unless they are break away Ohio Department of Transportation approved structures. All zoning permits applicants will so be advised upon application for a zoning permit or right of way permit.
  3. No ditch enclosures will be allowed in subdivisions with open ditch design unless approved in writing by the Road Superintendent in conjunction with the Summit County Engineer effective January 1, 2006.
  
- b. Reconstruction/Repaving of Existing Township Driveway, Road Excavation Permit under O.R.C. 5571.16  
All excavation or boring within a township road right-of-way, regardless of purpose, requires the issuance of a township Road Opening/Excavating Permit before said project can begin. Any commercial or residential application for a driveway excavation permit shall be accompanied by a fee in the maximum amount allowable by O. R. C. 5571.16 and a deposit of two hundred and fifty dollars (\$250.00). The fee amount is to cover paperwork and inspection details. The deposit amount shall be returned, in full, if installation is completed as approved by the Bath Township Road Superintendent. Definition of completed is "Landscape grade area and materials within the road right-of-way are positioned to the satisfaction of the Bath Township Road Superintendent." If installation is not completed to the specification approved by the Bath Township Road Superintendent the work will be properly performed by the Bath Township Service Department and installation costs deducted from the two hundred and fifty dollar (\$250.00) deposit amount with the balance returned if applicable. If the application for an excavation permit is denied both the deposit and the fee will be returned.

1. All excavation permit areas will be inspected once a year and if complete the deposit monies returned. If the excavation permit area is not in compliance a detailed inspection report will be sent to the permittee explaining why the deposit monies are being held or used to complete the project after one year.
  2. No obstructions will be placed in any township road right of way unless they are break away Ohio Department of Transportation approved structures. All zoning permits applicants will so be advised upon application for a zoning permit or right of way permit.
  3. No ditch enclosures will be allowed in subdivisions with open ditch design unless approved in writing by the Road Superintendent in conjunction with the Summit County Engineer effective January 1, 2006.
- c. Road Opening/Excavating Permit under O.R.C. 5571.16  
Any commercial, residential, or utility applications for a road opening/excavating permit shall be accompanied by an approved engineer drawing and a fee in the maximum amount allowable by O. R. C. 5571.16 and a performance bond made payable to Bath Township from an accepted surety company in the amount of one hundred percent (100%) of the total cost of the project, with a minimum amount allowable of two thousand dollars (\$2,000.00). If the application for an excavation permit is denied both the deposit and fee will be returned. The applicant shall be required to use such warning devices as the township deems necessary to protect travelers on the highway. The applicant shall indemnify the township against liability or damage as the result of such excavation.
- d. Special Hauling Permit  
Any application for a special hauling permit shall be accompanied by a fee of one hundred dollars (\$100.00) accompanied by a bond from a recognized bonding company in the amount of \$10,000.00. The non-refundable \$100.00 fee is to cover paperwork and inspection fees. The \$10,000.00 bond is refundable, after release by the township road superintendent certifying that no damage has occurred to Bath Township roadways.

## EXHIBIT D

### CEMETERY FEE SCHEDULE

The following are the authorized cemetery fees:

Cost of Plots:	
Cost per gravesite in any lot plotted in a Bath Township Cemetery	\$400
Cost per cremation gravesite (3'6" x 3'6") in any lot plotted in the township cemeteries	\$250
Any casket/vault burial larger than 34" x 90" (standard size) will need to utilize two graves.	
Opening and Closing Costs:	
<b>Mondays</b> – 11:00 a.m. to 3:00 p.m.**	
<b>Tuesday through Friday Services</b> – 9:00 a.m. to 3:00 p.m.**	
No burials on legal holidays	
Standard Vault:	
Bath Center Cemetery	\$600
Moore's Chapel Cemetery	\$600
Ira Cemetery	\$600
Burial larger than 34" x 90" will be charged an additional	\$250
Infant burials (caskets up to 36")	\$100
Cremation burials	\$200
Cremation burials requiring an opening larger than 15" x 15"	\$250
Saturday Services – 9:00 am to 12:30 noon**	
Bath Center Cemetery	\$800
Moore's Chapel Cemetery	\$800
Ira Cemetery	\$800
Infant burials (caskets up to 36")	\$200
Cremation burials	\$300
**Funerals concluding after these designated hours will be charged an additional	\$250
Disinterment:	
Adults	\$500
Infants	\$100
Cremaains	\$100
Monuments:	
Foundation installation 36" x 14" x 2" to 2.5' - 2.5'	\$100
Foundation installation 37"- 48" x 14" x 2'- 2.5'	\$200
Foundation installation 49" or more x 14" x 2'- 2.5' billed at time and material costs	

# EXHIBIT E

## Storm Water Best Management Practices Table of Organization

Primary Contact: Vito F. Sinopoli, Township Administrator  
Office #: 330-666-4007 #1504 Emergency #: 330-666-3736

**Public Education and Outreach**

1<sup>st</sup> Contact: Bill Funk  
330-666-4007 #1509

2<sup>nd</sup> Contact: Nanci Noonan  
330-666-4007 #1511

Technical Advisor – SWCD  
Sandy Barbic-330-929-2871

**Public Involvement / Participation**

1<sup>st</sup> Contact: Bill Funk  
330-666-4007 #1509

2<sup>nd</sup> Contact: Nanci Noonan  
330-666-4007 #1511

Technical Advisor-SWCD  
Sandy Barbic 330-929-2871

**Illicit Discharge Detection & Elimination (IDDE)**

1<sup>st</sup> Contact: Bill Funk  
330-666-4007 #1209

2<sup>nd</sup> Contact: Bath Fire Department  
330-666-3738

Technical Advisor - SCHD  
330-923-4891

**Construction Site Runoff**

1<sup>st</sup> Contact: Bill Funk  
330-666-4007 #1209

2<sup>nd</sup> Contact: Dispatch  
330-666-3736

**Post Construction Storm Water Management in New Development & Redevelopment**

1<sup>st</sup> Contact: Bill Funk  
330-666-4007 #1509

2<sup>nd</sup> Contact: Caine Collins  
330-666-4007 #1203

**Pollution Prevention Good Housekeeping**

1<sup>st</sup> Contact: Caine Collins  
330-666-4007 #1203

2<sup>nd</sup> Contact: Dispatch  
330-666-3736

**BATH TOWNSHIP BOARD OF TRUSTEES  
CORRESPONDENCE LOG**

Dates:

DATE	RECEIVED FROM	SUBJECT MATTER	REFERRED TO:
1-13-21	Valerie Whitmer	Thank you to Trustee Goodrich for putting resident in contact with Chief Sinopoli.	Board of Trustees/Administrator
1-23-21	Marty Murphy	Received compliment on signage at Bath Nature Preserve.	Parks Director/Administrator

**BOARD, COMMISSION, AND COMMITTEE LOG**

RECEIVED FROM

Chief of Police Report  
January 25, 2021

Recommendations:

Motion to approve the full-time employment of Alisyn Davis as Communication Specialist effective January 26, 2021 at an hourly rate of \$19.91 conditional upon successful completion of psychological testing and subject to the rules and regulations of Bath Township with a one-year probationary period.

Motion to approve the full-time employment of Tabettha Winegardner as Communication Specialist effective January 27, 2021 at an hourly rate of \$19.91 conditional upon successful completion of psychological testing and subject to the rules and regulations of Bath Township with a one-year probationary period.

Motion to approve the Memorandum of Understanding between Bath Township Police Department and the Northern District of Ohio Violent Fugitive Task Force of the U.S. Marshals Service [USMS]. The USMS Northern District of Ohio will obligate \$4,000.00 to be used for reimbursement to the Township for overtime incurred from October 7, 2020 through September 30, 2021 for Det. Gabel. Detective Gabel has been a Task Force member since 2003.



January 25, 2021

To: Bath Township Trustees  
Bath Administrator: Vito Sinopoli

**Fire Department**

Robert Campbell, Fire Chief

**Reports:**

Nothing to report at this time.

**Recommendations:**

1. Recommendation to apply for the 2021-22 Ohio EMS Priority One Training and Equipment Reimbursement Grant.
2. Recommendation to approve the annual 2021 maintenance contract for the Fire Department 800 MHZ radio system with B & C Communications in the amount of \$1,769.28.

**BATH TOWNSHIP BOARD OF TRUSTEES**

**BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 25<sup>th</sup> DAY OF JANUARY, 2021, THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, COMMENCING AT 4:00 PM. IN A VIRTUAL MEETING, 3864 WEST BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO**

M\_\_\_\_\_ presented the following Resolution and moved its adoption:

**RESOLUTION 2021-03  
A RESOLUTION AUTHORIZING THE APPLICATION TO  
THE STATE OF OHIO EMS PRIORITY ONE REIMBURSEMENT GRANT**

**WHEREAS**, The State of Ohio EMS Priority One Reimbursement Grant offers financial assistance for Ohio fire departments; and,

**WHEREAS**, The grant works to provide life-saving equipment and needed resources to first responders and public safety organizations as a reimbursement grant; and,

**WHEREAS**, The Bath Township Fire Department purchases, operate, and maintain fire and EMS equipment; and,

**WHEREAS**, the Bath Township Board of Trustees desire financial assistance to purchase medical equipment or provide training as approved through the reimbursement grant.

**NOW THEREFORE BE IT RESOLVED**, that the Bath Township Board of Trustees:

1. Approves the filing of an application to the State of Ohio EMS Priority One Reimbursement Grant.
2. That Chief Robert Campbell is hereby authorized and directed to execute and file an application and to provide all information and documentation required to become eligible for possible funding assistance.
3. That Bath Township has obligated the funds required to satisfactorily complete the proposed project and become eligible under the terms and conditions of the grant program to be reimbursed.

**FURTHER**, that the Fiscal Officer be directed to use Special Revenue Fund 645 and if the grant is awarded, to amend the 2021 Certificate of Estimated Resources and the Permanent Appropriations to reflect the new revenue and expenses.

Second by M\_\_\_\_\_ ; discussion and roll called:

Mrs. Corbett,  
Mrs. Goodrich,  
Mr. Nelson,

\_\_\_\_\_  
Sharon A. Troike  
Fiscal Officer

\_\_\_\_\_  
Becky Corbett, President  
Bath Township Board of Trustees

\_\_\_\_\_  
Elaina E. Goodrich Vice President  
Bath Township Board of Trustees

Date: January 25, 2021

\_\_\_\_\_  
James N. Nelson  
Bath Township Board of Trustees

**This Resolution is a true and correct excerpt from the Minutes of the Board of Township Trustees and is recorded in the Bath Township Board of Trustees' *Record of Proceedings* dated January 25, 2021.**

# **SERVICE DIRECTOR Caine Collins**

AGENDA FOR THE 1-25-2021 MEETING

## **Buildings and Grounds:**

Historic Town Hall: No new business to report.

Bath Center Building: No new business to report.

Ira Road Facilities: No new business to report.

Service Building: No new business to report.

## **Roads:**

No new business to report.

## **Cemeteries:**

No new business to report.

## **Recommendations by the Service Director:**

Recommendation to enter into a one year contract with Davis Water Treatment for the service, maintenance, and testing of the Bath Township facilities water system.

PARK DIRECTOR/ ASSISTANT SERVICE DIRECTOR Alan Garner  
AGENDA FOR THE TRUSTEE MEETING 1/ 25/ 2021

General Park Information:

No new business to report.

Bath Baseball Park:

No new business to report.

Bath Community Park:

No new business to report.

Bath Hill Park:

No new business to report.

Bath Nature Preserve:

No new business to report.

Training:

Recommendations:

No recommendations at this time.

Administrator's Report  
January 25, 2021

**Reports:**

None

**Recommendations:**

None