



Board of Trustees Meeting

Monday, March 8, 2021 at 7:00 p.m.

Please mute microphones and turn off cameras.

MEETING INFORMATION:

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

Meeting ID: 916 3176 7285

Phone: +1 929 205 6099

Password: 059138

CALL TO ORDER

PLEDGE OF ALLEGIANCE

WELCOME

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

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

APPROVAL OF AGENDA

FISCAL OFFICER Sharon A. Troike

1. Recommendation to approve requisitions and regular purchase orders 2021-00369 through 2021-00383 and payments totaling \$138,844.99. **Roll Call.**
2. The February Huntington bank accounts have been reconciled and are available for public view.
3. Correspondence, Board, Commission, and Committee log are available for public view.

DEPARTMENT HEADS AND ADMINISTRATORS

Police Chief Vito F. Sinopoli

Report / Recommendations

Fire Chief Robert Campbell

Report / Recommendations

1. Motion to approve the annual licensing contract with PPE Software for turnout gear inventory tracking in the amount of \$1,800.00.

Service Director Caine Collins

Report / Recommendations

1. Recommendation to accept the 2021-2022 mowing contract with Anderson Lawn Care in the amount of \$65,725 per year.
2. Resolution 2021-08 BWC Grant

Park Director/Assistant Service Director Alan Garner

Report / Recommendations

1. Recommendation to advertise and post for Service Department and Parks Seasonal workers beginning on March 8, 2021. Applications will be accepted until the positions are filled.

2. Recommendation to enter into an agreement with Davey Resource Group for the 2021 invasive species management control at the Bath Nature Preserve in the amount of \$16,468.00. The areas to be treated include the Garden Bowl, Moore's Chapel, and Bath Creek wetlands.

Planning Director / Zoning Inspector William Funk

Report / Recommendations

1. Recommendation to establish the Ghent Corridor Planning Committee and appoint the following members to the committee: Richard Bradner, Jason Boltz, Maryellen Burnham, Nancy Fay, Timothy Franklin, Emily Hete, Jeff Kerr (Chair), Joy Kosiewicz, Scott Meyer, Jeremy Rowan, Elizabeth Smith, and Bill Weber.

Administrator Vito F. Sinopoli

Report / Recommendations

1. Motion to enter into an agreement with Jerry Ryba Architects in the amount of \$7,300 for architectural services for 4400 Everett Rd.
2. Motion to enter into an agreement with Wheeler Boltz Architects for design services concerning township monument signs at the hourly rate of \$130/hour.
3. Resolution 2021-09 Organizational Amendment 01

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, March 8, 2021 at 7:00 pm

And

Monday, March 22, 2021 at 4:00 pm

Meeting ID: 916 3176 7285

Phone: +1 929 205 6099

Password: 059138

COMMUNITY EVENTS

Celebrating 20 years of the Bath Nature Preserve Saturday, March 20, 2021 9am-3pm

Solar System Walk- Permanent Signs along the North Fork Trail on the Bath Nature Preserve

Spring into Nature- Temporary Signs posted on the Bath Nature Preserve through April

Bath Bird Blitz Book available March 20 at the trailheads on the Bath Nature Preserve

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.



**BATH TOWNSHIP BOARD OF TRUSTEES
CORRESPONDENCE LOG**

Dates:

DATE	RECEIVED FROM	SUBJECT MATTER	REFERRED TO:
03/1/2021	Ms. Carol Ross	Gig internet service- Request for consideration	Board of Trustees
3/3/2021	Libby Bauman	Opposition to re-zone of 1075 Ghent Rd.	Board of Trustees

RECEIVED FROM

BOARD, COMMISSION, AND COMMITTEE LOG

Chief of Police Report March 8, 2021

Trainings:

Officers Alexander & Mihalik – Practical Application in Use of Force 1/15/2021

Officer Houser – The Street-Smart Cop/Proactive Patrol Tactics – 1/25/2021

Officer Watson – Secureview Certification for the Susteen Burner Breaker on Demand Training 2/8-12/2021

Det. Gabel, Officers Reilly & Mihalik – Mobile Field Force Training [MFF] w/ Summit County Mounted Patrol 2/20/2021

Capt. Brown – Pursuit Supervision – 2/25/2021

Community Engagement:

Dinner provided to the PD staff from Outback Steakhouse January 13, 2021. This was in appreciation by the kitchen manager for towing assistance provided by Officer Houser.

Lunch was provided by Heritage Crossing Assisted Living & Memory Care February 12, 2021. Brookdale Montrose Senior Living Solutions brought in candy for the officers and blankets on February 25, 2021.

February Statistics

All calls for service totaled 1,528. Of that number, community policing which includes area checks, park and walk and school checks totaled 853 [which is 56% of 1,528]. Traffic stops totaled 146, traffic accidents 26, and alarm drops 48. All other calls for police assistance or presence totaled 455. There were no sexual assaults or robberies. A break in at the Broadview Eye Center occurred on 2/26/21 at 4:05 a.m. There were 47 total booking charges for the month which included 8 for OVI and 7 for Theft.

On February 8, 2021, we received the demo model for a pole-mounted speed sign. The first location in which the sign was mounted was West Bath Road east of Ghent Hills Drive. We are still waiting for the demo model from another company to compare before committing to a permanent purchase.

Informational

Facebook Post- Bath Township Police Department – February 18, 2021

The Bath Police Department is investigating possible fraud associated with the attempted purchase of a puppy via the website “**Hoobly.com**”. Investigation determined the possible scam involves victims both **locally** and nationally. The Hoobly.com site appears to be one of the popular sites being used to perpetrate the scam for the purchase of pets. The Better Business Bureau has an open investigation on this company and given them a rating of “F.” Please be cautious when making online purchases through this and other similar websites. **DO NOT SEND MONEY** in advance to a seller until it can be confirmed the seller is valid. In the present scam using Hoobly.com, suspects are requesting money orders in advance or money being transferred via “Venmo”. Do not rely on photos the seller has submitted of the pets. Request to personally see the pet or other item being purchase before buying anything. Those involved in

this and similar scams are reluctant to meet buyers in person and offer a variety of excuses for not being able to meet personally. Please contact the Bath Police Department at 330-666-3736 if you feel you've been the victim of fraud.

To: Bath Township Trustees
Bath Administrator: Vito Sinopoli

From: Robert Campbell, Fire Chief

Date: March 8, 2021

FEBRUARY 2021 CALLS

Station #1	Fire-12	EMS -30	Total -42
Station #2	Fire-11	EMS -23	Total -34
Both Stations	Fire-04	EMS -04	Total -08
Totals	Fire-27	EMS -57	Total -84

Yearly Total: 191 Total Calls
FIRE: 49
EMS: 142

Total Transports = 37

Mutual Aid Given=6
Mutual Aid Received=3
Automatic Aid Given=4
Automatic Aid Received=1

FEBRUARY TRAINING:	HOURS
Emergency Medical Services	1.5
Hazmat Refresher	3
Air Bag Ops	1
TOTAL HOURS	<hr/> 5.5

FEBRUARY INSPECTIONS:	HOURS
Re-Inspection	4
General Alarm/Sprinkler	51
Fire Protection	1
Observe Fire Drill	2
Day Care/Pre School	2
Home Inspection	1
Consultation	1
TOTAL INSPECTIONS	<hr/> 62

REPORTS:
Nothing to report at this time.

RECOMMENDATIONS:

1. Motion to approve the annual licensing contract with PPE Software for turnout gear inventory tracking in the amount of \$1,800.00.

SERVICE DIRECTOR Caine Collins

AGENDA FOR THE 3-8-2021 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 Report:

Service Crew Monthly Report for January

Resident Service Requests received: 13
Resident Service Requests resolved: 10
Township Service Requests received: 6
Township Service Requests resolved: 5

Snow & Ice Report

Regular hours spent: 282.5
O.T. hours spent: 160.5
Total hours spent: 443
Approx. Tons of Salt Used: 626
Approx. Gallons of Brine Used: 1400

Miscellaneous: Vehicle/Plow Truck Maintenance/Repairs; Shop, Buildings, & Grounds Maintenance/Repairs; Cemetery Maintenance & Burial Assistance; Roadway Tree Trimming, Removal, & Clean-Up; Dead Animal Removal from Township Roadways; Installation of Address Markers & Street Signs/Posts; Salted/Plowed Township Roadways; and Continuous Cleaning & Sanitizing of Shop and Trucks.

Cemetery Report:

Moore's Chapel Cemetery- Burials: 2 full and 1 cremation

Recommendations by the Service Director:

1. Recommendation to accept the 2021-2022 mowing contract with Anderson Lawn Care in the amount of \$65,725 per year.
2. Resolution 2021-08- BWC Trench Safety Grant

BATH TOWNSHIP BOARD OF TRUSTEES

BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 8th DAY OF MARCH 2021, THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION VIA TELECONFERENCE AT 7:00 P.M. AT 3864 W BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.

Mr. Nelson presented the following Resolution and moved its adoption:

**RESOLUTION 2021-08
A RESOLUTION AUTHORIZING THE APPLICATION TO
THE BUREAU OF WORKERS' COMPENSATION GRANT**

WHEREAS, The Ohio Bureau of Workers' Compensation has grant monies available through its Trench Safety Grant (TSG) Program; and,

WHEREAS, The Trench Safety Grant requires a four to one match; and,

WHEREAS, the Bath Township Service Department has the need for equipment purchases in trenching operations; and,

WHEREAS, this equipment will substantially reduce or eliminate injuries in trenching operations; and,

WHEREAS, the Bath Township Board of Trustees desires financial assistance in the amount of up to \$12,000 to purchase this equipment;

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

1. Approves the filing of an application to the Ohio Bureau of Workers' Compensation Trench Safety Grant; and
2. That the Service Director Caine Collins 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 a Special Revenue Fund 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 Mrs. Goodrich; discussion and roll called:

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

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

March 8th, 2021
Date:

James Nelson , Trustee
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 March 8, 2021.

PARK DIRECTOR/ASSISTANT SERVICE DIRECTOR Alan Garner

AGENDA FOR THE TRUSTEE MEETING 3/8/2021

General Park Information:

Park personnel checked and inspected all the trails, performed routine visual inspections on the playgrounds, performed general buildings and grounds maintenance/repairs, and completed vehicle and equipment maintenance/repairs.

Park personnel have been plowing and salting the parks as needed.

Park personnel replaced the plexiglass in the kiosks at the Bath Baseball Park, Bath Community Park, and Bath Hill Park.

Bath Baseball Park:

The Baseball Park will open on April 1 for the 2021 season.

Bath Community Park:

No new business to report.

Bath Hill Park:

No new business to report.

Bath Nature Preserve:

ICR Electric completed the electrical upgrades for 1581 Hickory Farm Lane.

Training:

Snow and Ice Training (Thomas Hughes)

EMA ICS 100 and IS 700 Courses (Thomas Hughes)

OSHA Virtual Safety Day (Alan Garner)

Recommendations:

1. Recommendation to advertise and post for Service Department and Parks Seasonal workers beginning on March 8, 2021. Applications will be accepted until the positions are filled.
2. Recommendation to enter into an agreement with Davey Resource Group for the 2021 invasive species management control at the Bath Nature Preserve in the amount of \$16,468.00. The areas to be treated include the Garden Bowl, Moore's Chapel, and Bath Creek wetlands.



To: Board of Trustees, Fiscal Officer, Administrator, Executive Assistant
From: William Funk Planning Director/Zoning Inspector
Date: March 2, 2021
Re: Zoning Report for the month of January and February

PERMITS

During the months 12 zoning permits were issued in the following categories:

- Residential Addition 3
- Accessory Structure 2
- Sign 2
- New Residential Dwelling 1
- Fence 1
- Business Use 1
- Swimming Pool 1
- Subdivision 1

ZONING COMMISSION

January 14, 2021 Zoning Commission work session:

- The Commission reviewed and accepted the application for a map amendment at 1075 Ghent Rd. The applicant is proposing to rezone the parcel from R-2 Residential to B-4 Restricted Business. The Commission discussed the application and set a public hearing for February 11, 2021 at 6:00 p.m.

February 11, 2021 Zoning Commission public hearing:

- The Commission held a public hearing for a map amendment at 1075 Ghent Rd. The applicant is proposing to rezone the parcel from R-2 Residential to B-4 Restricted Business for a proposed dental office. The application was reviewed by the Summit County Planning Commission and was approved by the Planning Commission with comments. The comments from the meeting included a recommendation from Planning Commission members to review the Ghent corridor and study existing uses and changes to the corridor. The Zoning Commission moved and approved to table the case so that a study of the corridor could be completed prior to making any recommendations on the rezoning request. Following the hearing staff have begun the corridor study and comprehensive plan update. The Township has an agreement in place with Compass Point Planning to aid in the Ghent Corridor study.

APPEARANCE REVIEW COMMISSION

February 1, 2021 Appearance Review Commission heard the following cases:

- ARC 20-19, Louie Zavarelli of Faith Family Church, denied the site plan for the proposed parking lot expansion at Faith Family Church at 4200 Granger Rd., located in the R-2 Residential District.
- ARC 20-21, Bobby Johnston of Mann Parsons Gray Architects for Tom Bader, approved the site plan and building elevations for the addition to the garage at 1990 N. Cleveland Massillon Rd., located in the B-5 Business District.

BOARD OF ZONING APPEALS

January 19, 2021 Board of Zoning Appeals heard the following cases:

- BZA 21-01, Joanna Brown of Dream Decks, approved a variance request for a reduction in the rear yard setback for a residential addition at 396 Sun Valley Dr., located in the R-3 Residential District.

SOLID WASTE

- New Customers 14
- Vacation Customers 44
- Total Customers 3,468

MISCELLANEOUS

- None

RECOMMENDATIONS

- Recommendation to establish the Ghent Corridor Planning Committee and appoint the following members to the committee: Richard Bradner, Jason Boltz, Maryellen Burnham, Nancy Fay, Timothy Franklin, Emily Hete, Jeff Kerr (Chair), Joy Kosiewicz, Scott Meyer, Jeremy Rowan, Elizabeth Smith, and Bill Weber.



To: Board of Trustees,
From: Vito F. Sinopoli, Administrator
Date: March 8, 2021
Re: Administrator's report

REPORT

- Organics recycling has moved from the township facility at 3879 Ira to 1188 N. CMR
- The Ohio Department of Transportation provided an update on interstate 77 improvements between Ghent Rd. and Everett Rd. While construction is scheduled for 2025, public comments were received and processed relative to noise abatement and other concerns with the project.

For more information:

- I-77, Ghent Road to Everett Road:
<https://www.transportation.ohio.gov/wps/portal/gov/odot/projects/projects/111404>
- I-77, Everett Road to I-80:
<https://www.transportation.ohio.gov/wps/portal/gov/odot/projects/projects/111405>

RECOMMENDATIONS

1. Motion to enter into an agreement with Jerry Ryba Architects in the amount of \$7,300 for architectural services for 4400 Everett Rd.
2. Motion to enter into an agreement with Wheeler Boltz Architects for design services concerning township monument signs at the hourly rate of \$130/hour.
3. Resolution 2021-09 Organizational Amendment 01
4. Resolution 2021-10 Organizational Amendment 02

BATH TOWNSHIP BOARD OF TRUSTEES

BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 8th DAY OF MARCH, 2021, THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, COMMENCING AT 7:00 P.M. VIA TELECONFERENCE IN BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.

Mrs. Goodrich introduced the following resolution and moved its adoption:

**BATH TOWNSHIP RESOLUTION 2021-09 AMENDMENT 01
TO AMEND THE 2021 ORGANIZATIONAL RESOLUTION AND JOB DESCRIPTION
MANUAL**

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

WHEREAS, the Bath Township Board of Trustees adopted the 2021 Organization Resolution, Personnel Policy Manual, and Job Description Manual to take effect January 1, 2021; and,

WHEREAS, after review the Fiscal Officer has decided to revise and update the 2021 Organization Resolution and Job Descriptions to amend the following information as follows:

1. To amend Section VIII, Personnel Appointments of the Organizational Resolution to include the position of Parks Crew Leader.
2. To amend the 2021 Job Description Manual to include the position of Parks Crew Leader at an hourly rate of \$24 to be set forth in the Collective Bargaining Agreement executed between Bath Township and the International Brotherhood of Teamsters.
3. Full policy amendment provided in the Resolution attachment.

NOW THEREFORE BE IT RESOLVED, that the Bath Township Board of Trustees amends the 2021 Organizational Resolution and Job Description Manual to include the updated information in the Resolution attachment.

Mr. Nelson seconded the amendment; and the Fiscal Officer called the Roll:

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

Resolution Adopted

Sharon A. Troike, Fiscal Officer

Becky Corbett, President
Bath Township Board of Trustees

Elaina Goodrich, Vice-President
Bath Township Board of Trustees

March 8, 2021
Date

James Nelson, Trustee
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 March 8, 2021.



Position Title Park Crew Leader	Status Full Time – Non-Exempt
Reports To Park Director/Assistant Service Director	Minimum Education High School Diploma
Supervises Park Laborer(s)	Effective Date January 1, 2021

PURPOSE: The Park Crew Leader conducts proper maintenance and operations of a variety of semi-skilled and technical tasks within the Bath Township Parks System.

SCOPE: The Park Crew Leader is responsible for organizing and overseeing the work and daily activities of the Park personnel, including both fulltime and seasonal. This employee is responsible for ensuring activities are accomplished with a positive ending result. In addition, this employee will enforce the rules and regulations of Bath Township as directed by the Assistant Service Director/ Park Director and will report all or any general concerns and employee performance to the Assistant Service Director/ Park Director.

ESSENTIAL ROLES & RESPONSIBILITIES May include, but not limited to, the following duties:

- Supervises all tasks of fulltime and seasonal park personnel;
- Directs and assists subcontractors and general contractors within the parks;
- Attends meetings as directed by the Service Director or Assistant Service Director/Park Director;
- Estimates and orders materials for parks projects, including coordination of any rental equipment and material delivery to project sites;
- Repairs and constructs projects for the parks.
- Maintains all sports related playing areas, including, but not limited to, the baseball diamonds, soccer fields, football/lacrosse fields, tennis courts, and basketball courts;
- Works independently to complete daily activities according to the established work schedule;
- Uses tools such as hammers, shovels, power equipment (saw, weed eater, backpack blower, skid steer, etc.) paintbrushes/ rollers, broom and computers;
- Cleans and maintains the interior structure of the park including, but not limited to, the emptying of trash barrels, cleaning of restrooms, cleaning of picnic shelter, and the cleaning of the roadways and parking lot areas within the parks;
- Works with the Bath Township Police Department to keep the parks safe from vandalism and to prevent improper use of the parks.

CRITICAL SKILLS The employee must demonstrate the ability to:

- Respond to difficult situations,
- Remain alert and watchful,
- Exercise good judgement,
- Report for duty dependably and punctually,
- Safely use job-related tools and operate equipment, including a motor vehicle,
- Communicate effectively both orally and in writing,
- Deal effectively with the public,
- Work with and serve the community in a professional and ethical manner,
- Knowledge of safety practices and procedures.

QUALIFICATIONS The employee must meet the minimum qualifications:

- Must be at least 18 years of age.
- Must possess a high school diploma or GED.



Position Title Park Crew Leader	Status Full Time – Non-Exempt
Reports To Park Director/Assistant Service Director	Minimum Education High School Diploma
Supervises Park Laborer(s)	Effective Date January 1, 2021

- Must possess a valid Ohio Driver’s License and be able to be insured under Bath Township’s policy.
- Must possess a valid Ohio Commercial Driver’s License-Class A.
- Minimum of three (3) years’ experience in the following:
 - Related grounds keeping and landscape maintenance.
 - Related building and/or construction experience.
 - Previous snow and ice control experience.

PHYSICAL/MENTAL

To perform essential job functions, the employee is required to talk, hear, use hands, sit, lift or move objects up to 50 pounds, read and distinguish colors. This position may also require an employee to run, walk, stand or sit for extended periods of time.

*This position also requires job duties to be performed in inclement weather.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee may encounter while performing essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform essential job functions. The work environment involves work performance in both indoor and outdoor settings.

EMPLOYEE ACKNOWLEDGEMENT

I acknowledge that this is an accurate and fair description of my position. The job description is meant as a summary of the primary responsibilities of the position. The Board of Trustees, Township Administrator and Service Director reserve the right to assign or reassign duties and responsibilities at any time as needed.

Employee Signature _____ Printed Name _____ Date _____

Witness Signature _____ Printed Name _____ Date _____



Position Title Park Crew Leader	Status Full Time – Non-Exempt
Reports To Park Director/Assistant Service Director	Minimum Education High School Diploma
Supervises Park Laborer(s)	Effective Date January 1, 2021