



## **BOARD OF TRUSTEES MEETING**

Monday, December 19, 2022 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**

### **ELECTION OF OFFICERS**

### **FISCAL OFFICER GREGORY R. THEWES**

1. Motion to approve requisitions and regular purchase orders 2022-01543 through 2022-01561 and payments totaling \$165,484.61 **Roll Call.**
2. Resolution 2022-46 Amendment #3 to Amend the 2022 Permanent Appropriations and Certificate of Estimated Resources
3. Correspondence log available for public view.

### **DEPARTMENT HEADS AND ADMINISTRATORS**

### **POLICE CHIEF VITO F. SINOPOLI**

Report / Recommendations

1. Resolution 2022-47 honoring Detective Lieutenant Richard W. Munsey for 51 years of service to the Bath Township Police Department.
2. Recommendation to approve the 2023 annual service contract with B & C Communications for \$8,083.98 for the radio consolettes. This is a 75/25 split with FD.
3. Recommendation to approve the purchase of two 2023 Ford Police Explorers from Montrose Ford at a cost of \$46,537.83 each for a total of \$93,075.66. Also allow a 10% (cost) overage in the event that there is a supply chain or delivery issue in 2023. Ordering the vehicles at this time is extremely important to ensure delivery in 2023. These new vehicles will replace Car 17 which is a 2019 Explorer with approximately 83,000 miles and Car 18 which is a 2020 Ford Explorer with approximately 80,000 miles.

4. Recommendation to approve payment to Ohio UAS in the amount of \$4,553 (\$3526.50 from PD and \$1026.50 from FD). Bath Community Fund (through the Akron Community Fund) approved the drone grant request and Bath PD received \$2500 which will pay more than half of the cost for the drone.

#### **FIRE CHIEF ROBERT CAMPBELL**

Report / Recommendations

#### **SERVICE DIRECTOR CAINE COLLINS**

Report / Recommendations

1. Recommendation to enter into a 3-year maintenance agreement with Generator Systems for the Service Building Generator.
2. Recommendation to pay Advanced Air Solutions, in the amount of \$18,837.00, for the purchase and installation of HVAC units and a Hot Water Heater for the Historical Town Hall.
3. Recommendation to enter into an agreement with Summit County for the 2023 Pavement Maintenance Programs. The processes recommended are: Concrete Road Repair, #448 Asphalt Paving, #405 Motor Paving, #422 Seal Coating, Catch Basin Repair, Asphalt Rejuvenation, Pavement Marking, and Asphalt Crack Sealing.
4. Recommendation to purchase a 5-ton dump body/equipment package from Henderson Products Inc. for a cost not to exceed \$107,862.00. This purchase is through Sourcewell Cooperative Purchasing.
5. Resolution 2022- 48 Authorization to join the CUE (Community University Education) - COG (Council of Governments).
6. 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**

Report / Recommendations

#### **PLANNING DIRECTOR / ZONING INSPECTOR WILLIAM FUNK**

Report / Recommendations

#### **ADMINISTRATOR VITO F. SINOPOLI**

Report / Recommendations

1. Resolution 2022-49 Adopting the 2023 Organizational Resolution, Personnel Policy Manual and Job Description Manual.

#### **TRUSTEES ELAINA GOODRICH, SHARON TROIKE, AND SEAN GAFFNEY**

#### **FUTURE TOWNSHIP MEETINGS AND COMMUNITY EVENTS**

\*A full list of events and meetings is posted to [www.bathtownship.org](http://www.bathtownship.org) and updated weekly.

#### **CITIZEN'S 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.*

## COMMUNITY UPDATES

## ITEMS OF INTEREST

## THANK YOU FOR ATTENDING / ADJOURNMENT

**BATH TOWNSHIP BOARD OF TRUSTEES  
CORRESPONDENCE LOG**

| DATE     | RECEIVED FROM                   | SUBJECT MATTER  | REFERRED TO: |
|----------|---------------------------------|---|--------------|
| 12/12/22 | Mary McGuiness 506<br>Westpoint | Bath Homeowner's Association Survey submitted to Bath | Trustees     |
|          |                                 |   |              |
|          |                                 |   |              |
|          |                                 |   |              |
|          |                                 |   |              |
|          |                                 |   |              |
|          |                                 |   |              |

**BATH TOWNSHIP BOARD AND COMMITTEE LOGS**

**None at this time.**

**BATH TOWNSHIP BOARD OF TRUSTEES**

BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 19th DAY OF DECEMBER, 2022 THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, AT 4:00 P.M. IN THE TRUSTEES MEETING ROOM AT 3864 W. BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.

\_\_\_\_\_ presented the following Resolution and moved its adoption.

**RESOLUTION NO. 2022-46  
TO AMEND THE 2022 PERMANENT APPROPRIATIONS AND  
CERTIFICATE OF ESTIMATED RESOURCES  
Amendment #3**

**WHEREAS**, after careful review of the 2022 budget submitted to the Summit County Budget Commission on April 1, 2022, the Department Heads and Township Administrator under 505.032 (F) developed appropriations to operate the Township; and,

**WHEREAS**, the Fiscal Officer reviewed the budget and certified that the expenditures were inside the 2022 Official Certificate of Resources; and,

- WHEREAS**, the Bath Township applied for and was awarded grant funds from the following:
1. \$2,500 from the Bath Community Fund for the Police Department Drone purchase
  2. \$1,200 from the Bath Community Fund for the Bath Township Service Department for the purchase of a tent for event use.
  3. \$508,773.08 the second tranche of the Coronavirus relief funds;
  4. \$750.00 from Northeast Ohio Public Energy Council (NOPEC) Event Sponsorship Program.

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of Bath Township, County of Summit, State of Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, the following adjustments need to be completed to bring the Official Certificate of Estimated Resources in line with the Permanent Appropriations with an **increase** to:

| <u>2022 Certificate of Estimated Resources</u> |              | <u>2022 Permanent Appropriations</u> |              |
|--|--------------|--------------------------------------|--------------|
| Fund 684 Coronavirus                           | \$508,773.08 | Fund 684 Coronavirus                 | \$508,773.08 |
| Fund 677 NOPEC Event                           | \$ 750.00    | Fund 677 NOPEC Event                 | \$ 750.00    |
| Fund 685 Bath Community Fund                   | \$ 3,700.00  | Fund 685 Bath Community Fund         | \$ 3,770.00  |

**FURTHER**, that said money is appropriated as allowed by law and the Fiscal Officer request an amendment before the Summit County Budget Commission.

Second by \_\_\_\_\_, discussion and roll called:

Mrs. Goodrich, **Aye**  
Mrs. Troike, **Aye**  
Mr. Gaffney, **Aye**

**Resolution Adopted**

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 December 19, 2022.

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Gregory R. Thewes  
Fiscal Officer

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Elaina E. Goodrich, President  
Bath Township Board of Trustees

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Sharon A. Troike, Vice President  
Bath Township Board of Trustees

Date: December 19, 2022

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Sean F. Gaffney, Trustee  
Bath Township Board of Trustees

Chief of Police Report  
December 19, 2022

Recommendations:

Resolution 2022-4 honoring Detective Lieutenant Richard W. Munsey for 51 years of service to the Bath Township Police Department. Det. Lt. Munsey retires on December 31, 2022 and leaves the profession of law enforcement in good standing.

To approve the 2023 annual service contract with B & C Communications for \$8,083.98 for the radio consolettes. This is a 75/25 split with FD.

To approve the purchase of two 2023 Ford Police Explorers from Montrose Ford at a cost of \$46,537.83 each for a total of \$93,075.66. Also allow a 10% (cost) overage in the event that there is a supply chain or delivery issue in 2023. Ordering the vehicles at this time is extremely important to insure delivery in 2023. These new vehicles will replace Car 17 which is a 2019 Explorer with approximately 83,000 miles and Car 18 which is a 2020 Ford Explorer with approximately 80,000 miles.

Approve payment to Ohio UAS in the amount of \$4,553 (\$3526.50 from PD and \$1026.50 from FD). Bath Community Fund (through the Akron Community Fund) approved the drone grant request and Bath PD received \$2500 which will pay more than half of the cost for the drone.

**BATH TOWNSHIP BOARD OF TRUSTEES**

BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 19th DAY OF DECEMBER, 2022 THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, COMMENCING AT 4:00 P.M. IN BATH TOWNSHIP, 3864 WEST BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.

\_\_\_\_\_ presented the following Resolution and moved its adoption.

**RESOLUTION 2022-47  
HONORING RICHARD W. MUNSEY**

**WHEREAS**, Detective Lieutenant Richard W. Munsey has been a respected member of the Bath Township Police Department for 51 years. He became one of 12 police cadets with the Bath Township Police Department on September 13, 1971, volunteering his time while also working as a part-time dispatcher for the department, and;

**WHEREAS**, Detective Lieutenant Munsey became a part-time Bath Township police officer in 1975 and was hired full-time in 1976. Rising quickly through the ranks, he was promoted to Detective Sergeant in 1979 and Detective Lieutenant in 1986. During his tenure with the police department, he also served as Interim Chief of Police from October 8, 2003 to December 31, 2004. His enduring commitment to the police department and respect from his peers are a few of his defining qualities that make him an asset to Bath Township.

**WHEREAS**, Detective Lieutenant Munsey was named the Bath Grange Citizen of the Year in 2005, acknowledged as Top Cop by the Summit County Prosecutor’s Office five times in his career and was the recipient of an Ohio Prosecuting Attorneys’ Association outstanding peace officer award recognizing his law enforcement career on December 8, 2022. As part of his investigative responsibilities, Lt. Munsey has worked on a variety of complex criminal cases, including three high-profile murder investigations, including the Jeffrey Dahmer investigation, the Dean Milo murder investigation and the James McCartney investigation.

**WHEREAS**, Detective Lieutenant Munsey is a 1972 graduate of Revere High School; 1983 graduate of The University of Akron with a Bachelor’s of Science degree; 1986 Master’s of Science degree from The University of Akron, and in 1992 received his Juris Doctorate degree from The University of Akron. He also attended many in-service trainings, including leadership classes at Harvard University on March 16-17, 2004 and July 13-14, 2004; and,

**WHEREAS**, Detective Lieutenant Munsey’s memberships include the Police Executive Leadership College [PELC], FBI National Academy 133<sup>rd</sup> Session, School of Police Staff & Command and Certified Law Enforcement Executive [CLEE], Akron Crime Clinic, and;

**WHEREAS**, Detective Lieutenant Munsey was recognized for his accomplishments through induction into the Revere High School Hall of Fame in 1992 and been part of many important achievements throughout his personal and professional career, and;

**WHEREAS**, Detective Lieutenant Munsey is recognized as a professional, always putting the interests of Bath Township first. He has witnessed both tragedy and celebration within the community and has always given selflessly to offer his heartfelt support in every instance, and;

**WHEREAS**, the Bath Township Board of Trustees desires to formally recognize the dedication and service of Detective Lieutenant Richard W. Munsey over the past 51 years; and

**NOW, THEREFORE, BE IT RESOLVED**, the Bath Township Board of Trustees hereby congratulates Detective Lieutenant Richard W. Munsey for his 51 years of service to Bath Township and thanks him for his outstanding dedication and service to Bath Township and the public at large. The Board wishes Lt. Munsey the very best in his retirement and appreciates his commitment of service to the community.

\_\_\_\_\_ seconded the Resolution and discussion was held.

The Fiscal Officer called the roll:

**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 December 19, 2022.**



Mrs. Goodrich,  
Mr. Gaffney,  
Mrs. Troike,

**Resolution**

<Signature Page to Follow>

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Gregory R. Thewes  
Fiscal Officer

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Elaina E. Goodrich, President  
Bath Township Board of Trustees

Date: December 19, 2022

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Sharon A. Troike, Trustee  
Bath Township Board of Trustees

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Sean F. Gaffney, Trustee  
Bath Township Board of Trustees

December 19, 2022

To: Bath Township Trustees – Sean Gaffney, Elaina Goodrich and Sharon Troike  
Bath Administrator - Vito Sinopoli  
Fiscal Officer – Gregory Thewes

**Fire Department**

Robert Campbell, Fire Chief

**Recommendations:**

No recommendations at this time.

# **SERVICE DIRECTOR Caine Collins**

## AGENDA FOR THE 12-19-2022 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 3-year maintenance agreement with Generator Systems for the Service Building Generator.

Recommendation to pay Advanced Air Solutions, in the amount of \$18,837.00, for the purchase and installation of HVAC units and a Hot Water Heater for the Historical Town Hall.

Recommendation to enter into an agreement with Summit County for the 2023 Pavement Maintenance Programs. The processes recommended are: Concrete Road Repair, #448 Asphalt Paving, #405 Motor Paving, #422 Seal Coating, Catch Basin Repair, Asphalt Rejuvenation, Pavement Marking, and Asphalt Crack Sealing.

Recommendation to purchase a 5-ton dump body/equipment package from Henderson Products Inc. for a cost not to exceed \$107,862.00. This purchase is through Sourcewell Cooperative Purchasing.

Resolution 2022- 48 Authorization to join the CUE (Community University Education) - COG (Council of Governments).

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.

**BATH TOWNSHIP BOARD OF TRUSTEES**

**BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 19<sup>th</sup> DAY OF DECEMBER, 2022 THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, COMMENCING AT 4:00 P.M. IN BATH TOWNSHIP, 3864 WEST BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.**

\_\_\_\_\_ presented the following resolution and moved its adoption:

**RESOLUTION 2022-48**

**A RESOLUTION AUTHORIZING BATH TOWNSHIP TO JOIN THE COMMUNITY UNIVERSITY EDUCATION PURCHASING COUNCIL OF GOVERNMENTS**

**WHEREAS**, Bath Township was previously a member of the Community University Education Purchasing Cooperative for the purpose of lowering costs by joining with other governmental entities through pooled purchasing and competitive bidding; and,

**WHEREAS**, it was necessary to reorganize the Community University Education Purchasing Cooperative as a Council of Governments organized under Chapter 167 of the Revised Code; and,

**WHEREAS**, Copley Township, the City of Green, the City of Akron, the Village of Boston Heights, the City of Kent and the City of Cuyahoga Falls (the “Initial Members”) entered into the Agreement Establishing the Community University Education Purchasing Regional Council of Governments dated as of October 4, 2022 (the “Establishing Agreement”) in order to establish the Community University Education Purchasing Regional Council of Governments (“CUE”) under Chapter 167 of the Revised Code; and,

**WHEREAS**, the Establishing Agreement authorized the Initial Members of the CUE to adopt bylaws to govern the operation of CUE and the Initial Members adopted the bylaws on October 5, 2022 (the “Bylaws”); and,

**WHEREAS**, Article II, Section 2 authorizes the Initial Political Subdivisions listed on Schedule 1 of the Bylaws to join CUE as a Member (as defined in the Establishing Agreement and the Bylaws”) without an additional financial contribution; and,

**WHEREAS**, Bath Township has determined to join CUE as a Member;

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

Section 1. Approves the filing of an application for Bath Township to join CUE as a member.

Section 2. That Bath Township Service Director Caine Collins is hereby designated as the Representative of Bath Township to serve on the Governing Board of CUE.

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

Mrs. Goodrich,  
Mrs. Troike,  
Mr. Gaffney,

**Resolution Adopted.**

(Signature Page to Follow)

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Gregory R. Thewes, Fiscal Officer  
Bath Township

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Elaina E. Goodrich, President  
Bath Township Board of Trustees

Dec 19, 2022  
Date

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Sharon A. Troike, Vice-President  
Bath Township Board of Trustees

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Sean Gaffney  
Bath Township Board of Trustees

**PARK DIRECTOR/ASSISTANT SERVICE DIRECTOR Alan Garner**  
AGENDA FOR THE TRUSTEE MEETING 12/19/2022

**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.

**North Fork Preserve of Bath**

No new business to report.

**Recommendations by the Park Director**

No recommendations at this time.



To: Board of Trustees, Fiscal Officer, Administrator, Executive Assistant  
From: William Funk Planning Director/Zoning Inspector  
Date: December 19, 2022  
Re: Zoning Report

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#### RECOMMENDATIONS

1. None



To: Board of Trustees  
From: Vito F. Sinopoli, Township Administrator  
Date: December 19, 2022  
Re: Administrator's Report – 12/19/2022

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**REPORT:**

**RECOMMENDATIONS:**

1. Resolution 2022-49 Adopting the 2023 Personnel Policy Manual, Organizational Resolution and Job Description Manual



**BATH TOWNSHIP BOARD OF TRUSTEES**

BE IT HEREBY KNOWN BY ALL THOSE PRESENT THAT ON THE 12<sup>th</sup> DAY OF DECEMBER 2022, THE BATH TOWNSHIP BOARD OF TRUSTEES MET IN REGULAR SESSION, COMMENCING AT 10:00 A.M. IN THE TRUSTEES MEETING ROOM AT, 3864 WEST BATH ROAD, BATH TOWNSHIP, SUMMIT COUNTY, STATE OF OHIO.

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

**BATH TOWNSHIP RESOLUTION 2022-49  
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 2022- 9 Organizational 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 2022-49, the Bath Township Personnel Policy Manual and Job Descriptions Manual are effective January 1, 2023 and attached to and made a part of these Minutes.

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

The Fiscal Officer called the Roll:

Goodrich,  
Troike,  
Gaffney,

**Resolution**

\_\_\_\_\_  
Gregory R. Thewes, Fiscal Officer

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

\_\_\_\_\_  
Sharon A. Troike, Vice President  
Bath Township Board of Trustees

December 12, 2022  
Date

\_\_\_\_\_  
Sean F. Gaffney, 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 December 12, 2022.