



Board of Trustees Meeting
Monday, July 27, 2020 at 10:00 a.m.
Please silence cell phones and electronics

I. CALL TO ORDER

II. ROLL CALL

III. CERTIFICATION OF MEETING

IV. RESOLUTION 2020-27

V. RESOLUTION 2020-28

VI. Motion to advertise for full-time Administrative Assistant/Administration during the period of July 28th, 2020 to August 14th, 2020. Applications are due by 4:00 p.m. on August 14th, 2020.

VII. MOTION TO ADJOURN

VIII. ADJOURNMENT

**RECORD OF PROCEEDINGS
SPECIAL MEETING**

July 27

2020

In response to the COVID-19 Pandemic and House Bill 197 authorizing public meetings to be conducted via a virtual platform, The Bath Township Board of Trustees met in a virtual session on July 27, 2020 at 10:00 a.m. for the purpose of conducting the business of the Township. The President of the Board, Mr. James Nelson, convened the meeting. Trustees present were Mr. James Nelson, Mrs. Elaina Goodrich, and Mrs. Becky Corbett.

Mr. Nelson called the meeting to order at 10:00 a.m.

MEETING CERTIFICATION

Fiscal Officer Sharon Troike stated the following meeting certification was faxed to the Akron Beacon Journal, and e-mailed to Bath Country Journal, West Side Leader, Jody Miller Konstand, Kathy Sidaway, Sue Serdinak, Emily Mills, Chris Partis, and Maria Lindsey on July 26, 2020.

The Bath Township Board of Trustees will hold a Special Meeting on Monday, June 27, 2020 at 10:00 a.m. via Zoom. The purpose of the meeting is to present two Resolutions to the Board of Trustees to amend the 2020 Permanent Appropriations and Certification of Estimated Resources and to amend the 2020 Organizational Resolution/Personnel Policy Handbook.

<https://zoom.us/j/93187288523>
Meeting ID: 931 8728 8523
Dial in: 1 929 205 6099 US

This notice meets the requirements of Ohio Revised Code Section 121.22.

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

RESOLUTION NO. 2020-27

**TO AMEND THE 2020 PERMANENT APPROPRIATIONS AND
CERTIFICATE OF ESTIMATED RESOURCES
Amendment #5**

WHEREAS, after careful review of the 2020 budget submitted to the Summit County Budget Commission in July 2019, 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 2020 Official Certificate of Resources; and,

WHEREAS, the township has received funding from the Local Coronavirus Relief Fund pursuant to HB481 and established under Bath Township Resolution 2020-24; and,

WHEREAS, the township has been advised they are being reimbursed for grant monies awarded and escrowed in 2018, 2019, and 2020 from the NOPEC Energizing Community Grant;

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

**RECORD OF PROCEEDINGS
SPECIAL MEETING**

July 27

2020

completed to bring the Official Certificate of Resources in line with the Permanent Appropriations with an **increase** to:

<u>2020 Certificate of Estimated Resources</u>	<u>2020 Permanent Appropriations</u>
Fund 680 NOPEC Community Grant \$23,720.00	Fund 680 NOPEC Community Grant \$23,720.00
Fund 681 Local Coronavirus Relief Fund \$260,219.72	Fund 681 Local Coronavirus Relief Fund \$260,219.72

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

Seconded by Mrs. Corbett; discussion and roll called:

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

Resolution Adopted

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

**BATH TOWNSHIP RESOLUTION 2020-28 AMENDMENT 02
TO AMEND THE 2020 ORGANIZATIONAL RESOLUTION/PERSONNEL
POLICY HANDBOOK**

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

WHEREAS, the Bath Township Board of Trustees adopted the 2020 Organization Resolution, Personnel Policy Manual, and Job Description Manual to take effect January 1, 2020; and,

WHEREAS, after review the Fiscal Officer has decided to revise and update the 2020 Organization Resolution and Personnel Policy Manual to amend the following information as follows:

1. To create a full-time Administrative Assistant position in the Administration.
2. Full job description provided in the Resolution attachment.

NOW THEREFORE BE IT RESOLVED, that the Bath Township Board of Trustees amends the 2020 Organizational Resolution and Personnel Policy Manual to include the updated information in the Resolution attachment.

Mrs. Goodrich seconded the amendment; and the Fiscal Officer called the Roll:

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

Resolution Adopted

Mrs. Corbett moved to advertise for a full-time Administrative Assistant/Administration during the period of July 28th, 2020 to August 14th, 2020. Applications are due by 4:00 p.m. on August 14th, 2020. Mrs. Goodrich seconded the motion; the motion passed.

**RECORD OF PROCEEDINGS
SPECIAL MEETING**

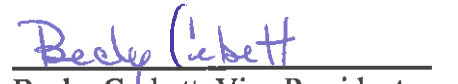
July 27

2020

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 10:09 a.m.


James N. Nelson, President
Bath Township Board of Trustees


Becky Corbett, Vice President
Bath Township Board of Trustees


Elaina E. Goodrich
Bath Township Board of Trustees


Sharon A. Troike
Fiscal Officer

Date: July 27, 2020
Bath Township Board of Trustees