

RECORD OF PROCEEDINGS
REGULAR MEETING
JUNE 29, 2026

The Bath Township Board of Trustees met in the Trustee Meeting Room on June 29, 2026 at 4:00pm for the purpose of conducting the business of the Township. The President of the Board, Mrs. Sharon Troike convened the meeting. Trustees present were Mrs. Sharon Troike, Mr. Sean Gaffney and Mrs. Elaina Goodrich.

CALL TO ORDER

Mrs. Troike called the meeting to order at 4:00pm.

PLEDGE OF ALLEGIANCE

Mrs. Troike requested the audience join her in the Pledge of Allegiance.

WELCOME

Mrs. Troike welcomed everyone in attendance and stated the purpose of the meeting is to conduct the business of Bath Township. There will be time for citizen comments at the end of the meeting.

APPROVAL OF AGENDA

Mrs. Troike requested, and **Mrs. Goodrich moved to approve the agenda. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.**

FISCAL OFFICER LAURA TUTTLE

Report/Recommendations

1. Fiscal Officer Tuttle recommended, and **Mr. Gaffney moved to approve regular purchase orders 2026-00775 through 2026-00789 and payments in the amount of \$114,644.62.**

Included in the payments are the following:

- \$18,724.32 to Cuyahoga Landmark for fuel (Service)
- \$16,450.00 to iWorQ for annual zoning and public works software contract (Zoning and Service)
- \$11,189.46 to ICR Electric Inc. for electric installation at Bath Community Park (Admin)

Mrs. Goodrich seconded the motion. The Fiscal Officer called the roll.

Mr. Gaffney, **AYE**

Mrs. Troike, **AYE**

Mrs. Goodrich, **AYE** **Motion Passed**

2. Fiscal Officer Tuttle recommended, and **Mrs. Goodrich moved to approve the meeting minutes for May 4th, 2026, Board of Trustees Regular Meeting. Mr. Gaffney seconded the motion. All ayes. Motion passed 3-0.**
3. Fiscal Officer Tuttle recommended, and **Mr. Gaffney moved to not request a hearing for the liquor permit application for 1818 American Grille. Mrs. Goodrich seconded the motion. All ayes. Motion passed 3-0.**
4. Fiscal Officer Tuttle stated the correspondence log is available for public view.

POLICE CHIEF VITO SINOPOLI

No Report/Recommendations

INTERIM FIRE CHIEF JOHN RODRIGUEZ

No Report/Recommendations

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SERVICE DIRECTOR CAINE COLLINS

Report/Recommendations

1. Service Director Collins recommended, and **Mr. Gaffney** moved to advertise externally for the employment opportunity for the position of Full-Time Service Department Administrative Assistant. Applications for this position will be accepted until July 31, 2026, at 4pm. Mrs. Goodrich seconded the motion. All Ayes. Motion passed 3-0.
2. Service Director Collins recommended, and **Mrs. Goodrich** moved to remove Road Equipment Operator Laborer Owen Pasterchek from probationary status effective July 7th, 2026. Mr. Gaffney seconded the motion. All ayes. Motion passed 3-0.
3. Service Director Collins recommended, and **Mr. Gaffney** moved to remove Road Foreman Ricky Brogan from probationary status effective July 7th, 2026. Mrs. Goodrich seconded the motion. All ayes. Motion passed 3-0.
4. Service Director Collins recommended, and **Mrs. Goodrich** moved to contract with Alpine Services for the replacement of the Stoney Hill Fire Station HVAC Systems in the amount of \$57,200.00. The cost will be a 50/50 split with Copley Township. Mr. Gaffney seconded the motion. All ayes. Motion passed 3-0.

PARKS DIRECTOR JEFF FRANCE

Report/Recommendations

1. Parks Director France recommended, and **Mr. Gaffney** moved to remove Crew Leader Colin Tuttle from probationary status effective July 7th, 2026. Mrs. Goodrich seconded the motion. All ayes. Motion passed 3-0.
2. Parks Director France recommended, and **Mrs. Goodrich** moved to contract with Lewis Landscape for renovations of baseball fields #3 and #4 at the Bath Baseball Park, for a cost not to exceed \$30,000. Mr. Gaffney seconded the motion. All ayes. Motion passed 3-0.

PLANNING DIRECTOR/ ZONING INSPECTOR WILLAM FUNK

Report/Recommendations

1. Zoning Inspector Funk recommended, and **Mr. Gaffney** moved to advertise externally for the employment opportunity for the position of Full-Time Zoning Administrative Assistant. Applications for this position will be accepted until July 31, 2026, at 4pm. Mrs. Goodrich seconded the motion. All ayes. Motion passed 3-0.

ADMINISTRATOR VITO SINOPOLI

Report/Recommendations

1. Administrator Sinopoli recommended, and **Mr. Gaffney** moved to accept the Bath Homeowners' Association donation of \$2200 to be used for the purchase of 100 customized township address markers from Sensible Products. Mrs. Goodrich seconded the motion. All ayes. Motion passed 3-0.
2. Administrator Sinopoli recommended that the Trustees consider Resolution 2026-37 Amendment 05 to amend the 2026 job description manual:

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

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**BATH TOWNSHIP RESOLUTION 2026-37
AMENDMENT 05
TO AMEND THE 2026 JOB DESCRIPTION MANUAL**

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

WHEREAS, the Bath Township Board of Trustees adopted the 2026 Organizational Resolution, Personnel Policy Manual, and Job Description Manual to take effect January 1, 2026; and,

WHEREAS, after review, the Board of Trustees has decided to revise and update the 2026 Job Description Manual to amend the following information:

1. Zoning Administrative Assistant duties and responsibilities.

NOW THEREFORE BE IT RESOLVED, that the Bath Township Board of Trustees amends the 2026 Job Description Manual to include the updated information and shall be retroactively effective as of January 1, 2026.

Mr. Gaffney seconded the amendment; and the Fiscal Officer called the roll:

Mrs. Troike, **AYE**

Mr. Gaffney, **AYE**

Mrs. Goodrich, **AYE**

Resolution Adopted

TRUSTEES: ELAINA GOODRICH, SHARON TROIKE, AND SEAN GAFFNEY

FUTURE TRUSTEE MEETINGS AND EVENTS

Bath Township Public Hearing (ARC 26-09)	June 29, 2026, 6pm	Trustee Meeting Room
Appearance Review Commission	July 6, 2026, 5pm	Trustee Meeting Room
Heritage Corridors of Bath	July 8, 2026, 4:30pm	Trustee Conference Room
Zoning Commission	July 9, 2026, 6pm	Trustee Meeting Room
Board of Trustees Meeting	July 13, 2026, 6:30pm	Trustee Meeting Room
Park Board	July 16, 2026, 6pm	Trustee Meeting Room
Water and Sewer District Board	July 20, 2026, 6pm	Trustee Conference Room
Board of Zoning Appeals	July 21, 2026, 7pm	Trustee Meeting Room
Board of Trustees Meeting	July 27, 2026, 4pm	Trustee Meeting Room

*A full list of events and meetings is posted to www.bathtownship.org and updated weekly.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 4:21pm

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Sharon A. Troike, President
Bath Township Board of Trustees

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

Elaina E. Goodrich
Bath Township Board of Trustees

Laura Tuttle
Fiscal Officer

Date: July 6th, 2026
Bath Township Board of Trustees

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