

**RECORD OF PROCEEDINGS  
REGULAR MEETING  
FEBRUARY 24, 2025**

The Bath Township Board of Trustees met in the Trustee Meeting Room on February 24, 2025 at 4:00pm for the purpose of conducting the business of the Township. The President of the Board, Mrs. Elaina Goodrich convened the meeting. Trustees present were Mr. Sean Gaffney, Mrs. Elaina Goodrich, and Mrs. Sharon Troike.

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

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

**WELCOME**

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

**FISCAL OFFICER LAURA TUTTLE**

1. Fiscal Officer Tuttle recommended, and Mr. Gaffney moved to approve regular purchase order 2025-00325 through 2025-00379 and payments in the amount of \$148,038.04. Included in the payments are the following
  - \$38,804.34 to Cargil for road salt (Service)
  - \$16,880.00 To Envision Group for zoning policy updates (Zoning)

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

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

**MOTION PASSED**

2. Fiscal Officer Tuttle recommended, and Mrs. Troike moved to approve the Board of Trustees Regular Meeting minutes for November 25, 2024; December 9, 2024; December 16, 2024; January 13, 2025; January 27, 2025; and February 10, 2025. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.
3. Fiscal Officer Tuttle recommended, and Mr. Gaffney moved to approve the December 16, 2024 Board of Trustees Settlement Meeting minutes. Mrs. Troike seconded the motion. All Ayes. Motion passed 3-0.
4. Fiscal Officer Tuttle recommended, and Mrs. Troike moved to approve the December 30, 2024 Board of Trustees Special Meeting minutes. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.
5. Fiscal Officer Tuttle stated the correspondence log is available for public viewing.

**POLICE CHIEF VITO F. SINOPOLI**  
Report

**Recommendations**

1. Chief Sinopoli recommended, and Mrs. Troike moved to hire Amanda Carey as a part-time Communication Specialist at a rate of \$25.43 effective March 2, 2025, subject to compliance with all rules and regulations of Bath Township, along with a one-year probationary period. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.

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2. Chief Sinopoli recommended, and Mr. Gaffney moved to hire Emily Mullenix as a part-time Communication Specialist at a rate of \$25.43 effective March 2, 2025, subject to compliance with all rules and regulations of Bath Township, along with a one-year probationary period. Mrs. Troike seconded the motion. All Ayes. Motion passed 3-0.

**FIRE CHIEF ROB CAMPBELL**

No new business to report

**SERVICE DIRECTOR CAINE COLLINS**

**Report**

Director Collins presented the 2024 end-of-year report for the Service Department. A copy of the report is attached to these minutes.

**Recommendations**

1. Director Caine recommended, and Mrs. Troike moved to purchase thirteen vehicle radios from VASU Communications at a cost not to exceed \$41,000.00. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.
2. Director Caine recommended, and Mr. Gaffney moved to accept the change order with Classical Construction for the shingle replacement of the Service Department building in the amount of \$33,500.00. Mrs. Troike seconded the motion. All Ayes. Motion passed 3-0.

**INTERIM PARKS DIRECTOR CAINE COLLINS**

**Report**

Interim Director Collins presented the 2024 end-of-year report for the Service Department. A copy of the report is attached to these minutes.

**PLANNING DIRECTOR / ZONING INSPECTOR WILLAM FUNK**

No new business

**ADMINISTRATOR VITO F. SINOPOLI**

**Recommendations**

1. Administrator Sinopoli recommended, and Mr. Gaffney moved to accept a \$400.00 donation from Dr. Robert Kroeger via the Summit County Historical Society to support the Discover Bath Barns Subcommittee in its goals of preserving and interpreting the history of Summit County and Akron. Mrs. Troike seconded the motion. All Ayes. Motion passed 3-0.
2. Administrator Sinopoli requested the Trustees consider Resolution 2025-10 – Organizational Amendment 03 Cemetery Plot Buyback.

**Mrs. Troike introduced the following resolution and moved its adoption:**

**BATH TOWNSHIP RESOLUTION 2025-10**

**AMENDMENT 03**

**TO AMEND THE 2025 ORGANIZATIONAL RESOLUTION**

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

**WHEREAS**, the Bath Township Board of Trustees adopted the 2025 Organizational Resolution, Personnel Policy Manual, and Job Description Manual to take effect January 1, 2025; and,

**WHEREAS**, after review, the Board of Trustees has decided to revise and update the 2025 Organizational Resolution to add the following information:

1. To amend Section O – Cemeteries to include the following:

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28. Cemetery Plot Buyback Eligibility:
- a) Bath Township may offer to repurchase unused cemetery plots from owners or their legal heirs under the following conditions:
    - The plot must be unused and free of any encumbrance.
    - The seller must provide proof of ownership, such as the original purchase agreement, deed, or other relevant documentation.
    - The request for buyback must be submitted in writing to the cemetery sexton.
  - b) Bath Township may repurchase eligible cemetery plots at the current plot price.
  - c) Upon approval of the buyback request, Bath Township shall process payment to the seller within [10] days.
  - d) The seller must execute any necessary legal documents to transfer ownership back to Bath Township.
  - e) Bath Township reserves the right to deny buyback requests if the plot is subject to restrictions that prevent resale.
  - f) Bath Township may adjust the buyback price in cases of special circumstances, such as significant changes in market conditions.
  - g) No cemetery plot buybacks will be allowed in Bath Center Cemetery, Stony Hill Cemetery, and East Bath Cemetery.

**NOW THEREFORE BE IT RESOLVED**, that the Bath Township Board of Trustees amends the 2025 Personnel Policy Manual and Organizational Resolution to include the updated information in the attachments and shall be retroactively effective as of January 1, 2025.

**Mr. Gaffney seconded the amendment.** Discussion was held and the Fiscal Officer called the roll:

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

**RESOLUTION ADOPTED**

**COMMUNITY UPDATES**

James McClellan, President of Discover Bath Barns presented an update on the activities of the Heritage Corridors of Bath's Discover Bath Barns sub-committee.

- Accomplishments in 2024
  - Recruited 27 volunteer to serve on this self-fund generating sub-committee
  - Created the Heritage Barns of Bath Trail, a circular trail 19 miles in length with 9 stop trails
  - Held a Quilt Square Competition had 12 contestants and the winning quilt was installed on the outside wall of the Western Reserve Playhouse.
  - Partnered with the Bath County Journal for more than a dozen articles in 2024
  - Held 4 speaker events with over 160 attendees
  - Supported township events such as the Bath Business Association Road Rally, Trolley Tour, Barn Social, and Agricultural Exhibition at the Bath Township Historical Society Museum
  - Recognized by Ohio State Representative Bill Roemer
  - Awarded the Architectural Heritage Award from the Summit County Historical Society and the Greater Akron Progress Through Preservation initiative
  - Developed a new organizational structure to accommodate the growing size and scope of operations
- 2025 Goals
  - Hold a Second Annual Quilt Square Competition – February 22 through April 6
  - Hold a Second Annual Speaker Series – June 10, July 8, and September 9
  - Install a Heritage Barns of Bath Trail sign at the Heritage Corridors of Bath Wayside Exhibit Pavilion – Summer
  - Hold a Barn Quilt Workshop – May 6 and May 24

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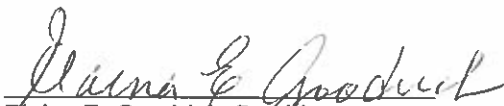
- Partner with Revere Schools on “Voice of Bath” interview and their Spring Break Heritage Barns of Bath Trail – themed scavenger hunt – March
- Celebrate National Barn Day on or about July 13 with a special event
- Committee Membership
  - James McClellan, Maureen Katanic, Lisa Shaheen, and David Axson – Officers
  - Becky Corbett, Julie Slattery, Ellen Purduyn, Robert Wells, Greg Gulish, Marc Braun, Dan Nelson, Scott Eller, Phil McLean, Elizabeth McGrath, Michele Whitehurst, Clara Lamb, Pat Barb, Jenny Elzemeyer, David Elzemeyer, Jackie Bennett, Kyle Craven, Libby Bauman, Lee Darst, Jan Schutte-Read, Kyle Passmore, Torina White, and Jeff Andrew

**FUTURE TRUSTEE MEETINGS AND EVENTS**

Zoning Commission	February 27, 2025, 6:00pm	Trustee Meeting Room
Appearance Review Commission	March 3, 2025, 5:00pm	Trustee Meeting Room
Board of Trustees Meeting	March 10, 2025, 6:30pm	Trustee Meeting Room
Heritage Corridors of Bath	March 12, 2025, 4:40pm	Trustee Conference Room
Water and Sewer District Board	March 17, 2025, 6:00pm	Trustee Conference Room
Board of Zoning Appeals	March 18, 2025, 7:00pm	Trustee Meeting Room
Park Board	March 20, 2025, 6:00pm	Trustee Meeting Room
Board of Trustees Meeting	March 24, 2025, 4:00pm	Trustee Meeting Room


**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 4:42pm.

  
Elaina E. Goodrich, President  
Bath Township Board of Trustees

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

  
Sean Gaffney  
Bath Township Board of Trustees

  
Laura Tuttle  
Fiscal Officer

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**Bath Service Department 2024 Annual Report**

- Employees
  - Full-time
    - Caine Collins, Service Director; Ron Wetecha and Sean Humphrys – Road Foremen; Brent Nash, Jim Hete, Ricky Brogan, Ryan Bracken, Ben Mathie, and Nick Barker – Equipment Operators/Laborers; Greg Klebs, Fleet Mechanic; Elizabeth Reinart – Administrative Assistant
  - Part-time
    - Karen Beres – Cemetery Sexton; Owen Pasterchek and Brian Wheatcraft – Service Level 1; Doug Fair – Service Level 2
  - Seasonal
    - Joshua Guthrie, Aaron Sommers, Marcus Neal, Davis Pickett, and Sam Fisher
- 2024 Major Facilities Improvements
  - Bath Center Building (BCB)
    - Completed new restroom in lower administration hallway
    - Replaced three heat pumps
  - Service Building
    - Began construction on building expansion project
  - Fire Station #2
    - Installed new roof
- 2024 Major Purchases
  - Bobcat E-35 Compact Excavator
- 2024 Organic Recycling
  - 1,170 cubic yards collected and transported
  - 125.5 total personnel hours
- 2024 Crew Statistics
  - Resolved 238 resident service requests
  - Resolved 105 internal service requests
  - Installed 12 residential driveway culverts, 8 road-crossing culverts, and 15 catch basins
  - Used 633.67 tons of asphalt for spot repairs of roadways and drive aprons
  - Corrected over 3,467 linear feet of roadside ditching throughout the township
- 2024 Snow & Ice
  - Used 829 tons of salt in the 2023-24 snow season
  - Spent 581.5 hours in 2023-24 controlling snow and ice on township roadways
- 2024 Major Road Construction
  - Participated in the Summit County Engineer's Regional Paving Program
  - Utilized several separate construction contracts to complete road projects
    - ODOT Item #448 Hot Mix Asphalt Paving – 0.16 miles
    - ODOT Item #405 Motor Pave with #422 Chip & Fog Seal – 1.83 miles
    - Concrete Panel Replacement – 1,058 square yards of concrete panel replaced
- 2024 Cemeteries
  - 42 burials
    - 17 full burials
    - 25 cremations
  - Installed 34 monument foundations
  - Sold 87 graves
- 2025 Goals
  - Continue scheduled heat pump replacement program in the BCB.
  - Complete current building expansion project
  - Fill vacant position of Assistant Service Director

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**Bath Parks Department 2024 Annual Report**

- 2024 Employees
  - Full-time
    - Caine Collins – Interim Park Director; Jeff France – Parks Crew Leader; Colin Tuttle, Evan Osborne, Kelly D’Abramo – Parks Laborers
  - Seasonal
    - Oliver King
- 2024 Major Projects
  - Bath Hills Park
    - Installed new swing set
  - Bath Baseball Park
    - Repaired fence
    - Graveled access drives
  - Bath Nature Preserve – Bath Pond Path Improvement
  - North Fork Preserve – Triple Loop Trail
    - Stoned loop 1
    - Graded and stoned loop 2
    - Cleared loop 3
- 2024 Facilities Statistics
  - Shelter Reservations
    - Bath Baseball Park Shelter..... 10
    - Bicentennial Shelter..... 31
    - Grange Shelter ..... 34
    - Regal Beagle..... 99
  - Field Reservation
    - Bath Baseball Park..... 1,823
    - BCP Athletic Fields..... 607
  - Baseball Field Condition (April 1 through October 1)
    - Overall playability ..... 86.66%
    - Total Seasonal Precipitation..... 24.3 inches
- 2025 Goals
  - Bath Hills Park
    - Install new shelter
  - Bath Community Park
    - Complete development of Master Plan
    - Begin implementation of Master Plan
  - North Fork Preserve of Bath
    - Complete construction of Triple Loop Trail drive from Cleve-Mass Road for maintenance, construction, and emergency personnel
    - Complete improvement of Loop 3
    - Bid out and begin construction of renovation of house and barn
  - Personnel
    - Complete selection process and hire a Park Administrator

# Bath Township Check Register

10181

Check Number	Check Date	Vendor Code	Vendor Name	Payment Type	Amount
0000065136	02/24/2025	01944	AKRON TRACTOR & EQUIPMENT	Checks for 0001	\$425.63
0000065137	02/24/2025	01551	AKRON UNIFORMS	Checks for 0001	\$842.97
0000065138	02/24/2025	at&t mobility national	AT&T MOBILITY II, LLC	Checks for 0001	\$1,454.44
0000065139	02/24/2025	01588	BATH TRACTOR	Checks for 0001	\$363.30
0000065140	02/24/2025	BCFR YOUTH PREV	BCFR YOUTH PREVENTION	Checks for 0001	\$244.50
0000065141	02/24/2025	chris' carpet care	BOARD, CHRISTOPHER	Checks for 0001	\$450.00
0000065142	02/24/2025	00935	BUREAU OF WORKERS COMP	Checks for 0001	\$77.00
0000065143	02/24/2025	00646	C & L SHOES INC	Checks for 0001	\$400.00
0000065144	02/24/2025	02196	CARGILL INC	Checks for 0001	\$38,804.34
0000065145	02/24/2025	00623	CLEMANS, NELSON & ASSOC INC	Checks for 0001	\$8,888.00
0000065146	02/24/2025	02974	CORO MEDICAL LLC	Checks for 0001	\$7,205.00
0000065147	02/24/2025	emergent health care	EMERGENT HEALTH CARE SOLUTIONS	Checks for 0001	\$1,687.50
0000065148	02/24/2025	01332	FAIRLAWN AREA CHAMBER COMMERC	Checks for 0001	\$340.00
0000065149	02/24/2025	01029	FISHER FENCE INC	Checks for 0001	\$600.00
0000065150	02/24/2025	genuine parts compa	GENUINE PARTS COMPANY INC	Checks for 0001	\$291.85
0000065151	02/24/2025	01257	KIRBY BUILT	Checks for 0001	\$3,496.66
0000065152	02/24/2025	02931	KRONOS SAASHR INC	Checks for 0001	\$2,891.12
0000065153	02/24/2025	00151	LEADER PUBLICATIONS	Checks for 0001	\$92.75
0000065154	02/24/2025	01806	LOWES COMPANIES	Checks for 0001	\$595.21
0000065155	02/24/2025	00111	MONTROSE FORD	Checks for 0001	\$431.82
0000065156	02/24/2025	03024	Central Region - CCOA Lockbox	Checks for 0001	\$215.11
0000065157	02/24/2025	00722	OHIO FIRE & EMERGENCY SERVICES F	Checks for 0001	\$25.00
0000065158	02/24/2025	00812	PARKER TRUCK & TRAILER	Checks for 0001	\$410.00
0000065159	02/24/2025	00631	QUADIENT FINANCE USA INC	Checks for 0001	\$203.45
0000065160	02/24/2025	r2k contracting	R2K CONTRACTING	Checks for 0001	\$350.00
0000065161	02/24/2025	02536	SHELLY MATERIALS INC	Checks for 0001	\$1,862.39
0000065162	02/24/2025	Summit County Fisca	SUMMIT COUNTY	Checks for 0001	\$1,587.90
0000065163	02/24/2025	kristen m scalise	SUMMIT COUNTY FISCAL OFFICE	Checks for 0001	\$2,249.88
0000065164	02/24/2025	summit esc	SUMMIT EDUCATIONAL SERVICE CENT	Checks for 0001	\$35.00
0000065165	02/24/2025	treasurer state of ohi	TREASURER STATE OF OHIO	Checks for 0001	\$92.00
0000065166	02/24/2025	01420	UNITED RENTALS	Checks for 0001	\$314.00
0000065167	02/24/2025	00414	UNIVERSITY OF AKRON	Checks for 0001	\$700.00
0000065168	02/24/2025	00580	VISION GRAPHICS & PRINTING	Checks for 0001	\$387.03

Grand Total: Number Of Checks: 33 \$78,013.85

# Bath Township Check Register

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Check Number	Check Date	Vendor Code	Vendor Name	Payment Type	Amount
0000000346	02/24/2025	02861	SINOPOLI, VITO	ACH VENDOR PAY	\$140.54
0000000347	02/24/2025	gaffney, sean	GAFFNEY, SEAN	ACH VENDOR PAY	\$170.89
0000000348	02/24/2025	02804	FUNK, WILLIAM	ACH VENDOR PAY	\$134.27
0000000349	02/24/2025	00338	TROIKE, SHARON	ACH VENDOR PAY	\$154.35
0000000350	02/24/2025	00755	ENVIRONMENTAL DESIGN GROUP	ACH VENDOR PAY	\$4,297.78
0000000351	02/24/2025	envision group	ENVISION GROUP LLC	ACH VENDOR PAY	\$16,880.00
0000000352	02/24/2025	02920	AMAZON CAPITAL SERVICES	ACH VENDOR PAY	\$1,002.33
0000000353	02/24/2025	01429	GOODRICH, ELAINA	ACH VENDOR PAY	\$200.31
0000000354	02/24/2025	brackett, kasha	BRACKETT, KASHA	ACH VENDOR PAY	\$185.17
0000000355	02/24/2025	00019	BARBERTON LAUNDRY AND CLEANING	ACH VENDOR PAY	\$45.82
0000000356	02/24/2025	01206	FRANCE, JEFFREY	ACH VENDOR PAY	\$97.47
0000000357	02/24/2025	00307	MERRICK ENTERPRISES	ACH VENDOR PAY	\$1,125.00
0000000358	02/24/2025	00312	EXIT 11 TRUCK TIRE SERVICE	ACH VENDOR PAY	\$630.00
0000000359	02/24/2025	00452	BATTERIES PLUS #165	ACH VENDOR PAY	\$83.52
0000000360	02/24/2025	00745	CUYAHOGA LANDMARK INC	ACH VENDOR PAY	\$6,496.22
0000000361	02/24/2025	00908	BROGAN, RICHARD	ACH VENDOR PAY	\$85.00
0000000362	02/24/2025	02361	THE SOURCE INDUSTRIES	ACH VENDOR PAY	\$652.00
0000000363	02/24/2025	cintas corp #11	CINTAS CORPORATION NO 2	ACH VENDOR PAY	\$894.72
0000000364	02/24/2025	four points	FOUR POINTS ARCHITECTURAL SERVI	ACH VENDOR PAY	\$4,850.75
0000000365	02/24/2025	01144	TM & L ENTERPRISES LLC	ACH VENDOR PAY	\$1,097.50
0000000366	02/24/2025	01863	MASTHEAD HOLDINGS LLC	ACH VENDOR PAY	\$261.93
0000000367	02/24/2025	01953	HISSONG KENWORTH INC	ACH VENDOR PAY	\$104.08
0000000368	02/24/2025	02145	J.A.N. SERVICE INDUSTRIES INC	ACH VENDOR PAY	\$3,109.00
0000000369	02/24/2025	barker, nicholas	BARKER, NICHOLAS	ACH VENDOR PAY	\$93.15
0000000370	02/24/2025	charter communicati	CHARTER COMMUNICATION - INTERNE	ACH VENDOR PAY	\$1,124.52

Grand Total:

Number Of Checks: 25

\$43,916.32

# Bath Township Check Register

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Check Number	Check Date	Vendor Code	Vendor Name	Payment Type	Amount
000000594	02/24/2025	00015	OHIO EDISON	EFT for 0001-TRUST	\$14,757.39
000000595	02/24/2025	00166	ENBRIDGE GAS OHIO	EFT for 0001-TRUST	\$190.48
000000596	02/24/2025	00718	HUNTINGTON MASTERCARD	EFT for 0001-TRUST	\$10,712.00
Grand Total:			Number Of Checks: 3		\$25,659.87

# Bath Township Check Register

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Check Number	Check Date	Vendor Code	Vendor Name	Payment Type	Amount
0000065135	02/12/2025	fossil industries	FOSSIL INDUSTRIES INC	Checks for 0001	\$448.00
Grand Total:			Number Of Checks: 1		\$448.00



# BATH TOWNSHIP DONATION APPLICATION

All grants/donations must be preapproved in writing by the Board of Trustees and the Board reserves the right to refuse to accept any gift for any reason.

**Complete if the application is on behalf of an individual.**

Check box for Anonymous Donations

Name of Individual or Contact: James McClellan

Address: 1026 Rambling Way

City: Bath State: Oh Zip: 44333

Phone Number: 7039444719 Email: macmcclellan@yahoo.com

**Complete if the application is on behalf of an entity.**

Check box for Anonymous Donations

Name of Entity: Summit County Historical Society

Name of Individual making application on behalf of Entity: Leianne Neff Hepner

Phone Number: 3305351120 Email: leianne@summithistory.org

Total Financial Donation(s) to Bath Township: \$400

Description of Non-Financial Donation: \_\_\_\_\_

Date of Donation(s): Feb 14, 2024

If the donation(s) is for any specific purpose, provide an explanation of the purpose(s) for which the donation(s) is being made:

This donation is on behalf of Dr Robert Kroeger, via the Summit County Historical Society and it is designated to support the Discover Bath Barns Committee.

*\*If additional space is needed, please attach additional sheets with this information to this form*

Purpose of Entity: If commercial, please provide a description of the nature of the commercial enterprise(s) of the entity. If Not-For-Profit, please provide a description of the charitable causes supported:

SCHS: preserve and interpret the history of Summit County and Akron.

Dr. Robert Kroeger: Nationally recognized barn artist and author.

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