

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

The Bath Township Board of Trustees met in the Trustee Meeting Room on March 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 2025-00414 through 2025-00451 and payments in the amount of \$204,200.83.** Included in the payments are the following

- \$55,710.00 to DWA Recreation for Bath Hill Park Shelter (Parks)
- \$47,381.25 to Bob Konstand for 2024 Township Legal Services (Admin)
- \$23,920.40 to Peninsula Architects for design and engineering services (Admin)

**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 advised that the resignation letter for part-time Fiscal Officer Assistant, Doris Lewis, was received and is effective March 14, 2025.
3. 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 transfer 807.17 sick time hours for Crystal Pramik from Chagrin Valley Regional Dispatch effective March 13, 2025. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.**

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

2. Chief Sinopoli recommended the Trustees consider Resolution 2025-13 authorizing the application to the TJX Companies for the Law Enforcement Grant for \$5,000.00 to support a Flock ALPR camera in the Montrose business district.

**Mr. Gaffney introduced the following resolution and moved to its adoption:**

**RESOLUTION 2025-13  
A RESOLUTION AUTHORIZING THE APPLICATION TO  
THE TJX LAW ENFORCEMENT GRANT**

**WHEREAS**, TJX, is a for-profit organization that established a grant program to support law enforcement, and; **WHEREAS**, The TJX Law Enforcement Grant Program offers law enforcement agencies the opportunity to apply for grants to support eligible law enforcement equipment and event attendance.

**WHEREAS**, The Bath Township Police Department intends to use grant funds from TJX, if approved, for the purpose of improving and enhancing the Automatic License Plate Reader (ALPR) network; and,

**WHEREAS**, the Bath Township Board of Trustees desire financial assistance to provide support for the ALPR program as approved through the reimbursement grant.

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

1. Approves the filing of an application to the TJX Law Enforcement Grant.
2. That Captain Steve Brown 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 Special Revenue Fund 662 and if the grant is awarded, to amend the 2025 Certificate of Estimated Resources and the Permanent Appropriations to reflect the new revenue and expenses.

**Mrs. Troike seconded the resolution.** Discussion was held and the Fiscal Officer called the roll:

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

**Resolution Adopted**

**FIRE CHIEF ROB CAMPBELL**

**Report**

**Recommendations**

1. Chief Campbell recommended, and Mrs. Troike moved to hire Alex Briant as a part-time firefighter/paramedic effective March 24, 2025 at an hourly rate of \$26.51 and subject to a one-year probationary period. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.
2. Chief Campbell recommended, and Mr. Gaffney moved to purchase a 2025 Chevrolet Tahoe from Tim Lally Chevrolet in the amount of \$52,922.00. Mrs. Troike seconded the motion. All Ayes. Motion passed 3-0.

**SERVICE DIRECTOR CAINE COLLINS**

**Report**

**Recommendations**

1. Service Director Collins recommended, and Mr. Gaffney moved to enter into a 3-year rental agreement with Cintas for uniform services. Mrs. Troike seconded the motion. All Ayes. Motion passed 3-0.

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

2. Service Director Collins recommended, and Mrs. Troike moved to remove full-time Equipment Operator/Laborer, Ben Mathie, from probationary status effective March 18, 2025. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.

**INTERIM PARKS DIRECTOR CAINE COLLINS**

**Report**

**Recommendations**

1. Interim Parks Director Collins recommended, and Mrs. Troike moved to enter into an agreement with The Davey Tree Expert Company for the 2025 athletic field lawn care at the Bath Baseball Park, Bath Community Park, and Bath Hill Park in the amount of \$6,760.00. This agreement is for 6 applications from early spring to late fall and includes crabgrass control, grub control, broad leaf weed control, and a balanced fertilizer program. Mr. Gaffney seconded the motion. All Ayes. Motion passed 3-0.
2. Interim Parks Director Collins recommended, and Mr. Gaffney moved to enter into an agreement with Davey Resource Group in the amount of \$26,800, for the 2025 invasive species management control at the Bath Nature Preserve. The areas to be treated include the Garden Bowl, Moore's Chapel, the Bath Creek Wetlands, and the Tamarack Bog. Mrs. Troike seconded the motion. All Ayes. Motion passed 3-0.

**PLANNING DIRECTOR / ZONING INSPECTOR WILLAM FUNK**

No new business

**ADMINISTRATOR VITO F. SINOPOLI**

**Recommendations**

1. Administrator Sinopoli requested the Trustees consider Resolution 2025-14 Organizational Amendment 06 Mrs. Troike introduced the following resolution and moved its adoption:

**BATH TOWNSHIP RESOLUTION 2025-14 AMENDMENT 06**

**TO AMEND THE 2025 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 2025 Organization 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 Organization Resolution and Personnel Policy Manual to amend the following information as follows:

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

**NOW THEREFORE BE IT RESOLVED**, that the Bath Township Board of Trustees amends the 2025 Organizational Resolution and Personnel Policy Manual to include the updated information in the Resolution attachment.

**Mr. Gaffney seconded the resolution**; and the Fiscal Officer called the Roll:

Mrs. Goodrich, Aye

Mrs. Troike, Aye

Mr. Gaffney, Aye

**Resolution Adopted**

2. Administrator Sinopoli requested the Trustees consider Resolution 2025-15 Permanent Appropriations Mr. Gaffney introduced the following resolution and moved its adoption:

**RECORD OF PROCEEDINGS  
REGULAR MEETING  
MARCH 24, 2025  
RESOLUTION 2025-15  
TO ADOPT THE 2025 PERMANENT APPROPRIATIONS FOR  
BATH TOWNSHIP, SUMMIT COUNTY**

**WHEREAS**, after careful review of the budget submitted to the Summit County Budget Commission July 2024, the Department Heads and Township Administrator under Ohio Revised Code 505.032 (F) have developed permanent appropriations to operate the Township; and,

**WHEREAS**, the Fiscal Officer has reviewed the budget and certified that the expenditures are inside the current Official Certificate of Resources; and,

**WHEREAS**, under O.R.C. 5705.38(C) the minimum level of budgetary control must be specified, the legal level of control for Bath Township has been established at the personal services and other object level within each department for the General Fund and at the personal services and other object level for all other funds.

**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 during the fiscal year ending December 31, 2025, the attached document identified as the 2025 Township of Bath Permanent Appropriations, dated March 24, 2025 are the sums hereby set aside and appropriated for purposes of general government for which expenditures are to be considered during fiscal year 2025 in the amount of \$19,020,912.00 and,

**FURTHER** that these Permanent Appropriations be submitted to the County of Summit Budget Commission prior to April 1, 2025.

**FURTHER**, that said money is appropriated as allowed by law.

Mrs. Troike seconded the resolution and discussion was held.

The Fiscal Officer called the Roll:

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

**Resolution Adopted**

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

**COMMUNITY UPDATES**

Jim Warzlow, President of Bath Business Association, and James McClellan, Vice-President of Bath Business Association, presented an update on the activities of the Bath Business Association for 2025. Activities planned for the year include a Thank You Breakfast for Bath Township employees in March, selection of a scholarship recipient in May, and the annual community garage sale in June.

**FUTURE TRUSTEE MEETINGS AND EVENTS**

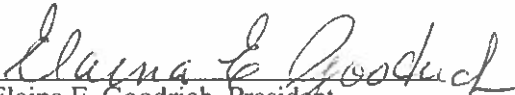
Board of Trustees Meeting	March 24, 2025, 4pm	Trustee Meeting Room
Appearance Review Commission	April 7, 2025, 5pm	Trustee Meeting Room
Board of Trustees Meeting	April 7, 2025, 6:30pm	Trustee Meeting Room
Discover Bath Barns	April 8, 2025, 5pm	Trustee Meeting Room
Zoning Commission	April 10, 2025, 6pm	Trustee Meeting Room
Board of Zoning Appeals	April 15, 2025, 7pm	Trustee Meeting Room
Board of Trustees Meeting	April 21, 2025, 4pm	Trustee Meeting Room

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

Project Pride	April 26, 2025, 9am – 12pm	Revere High School supply pick-up
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**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 4:26pm.

  
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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