

**RECORD OF PROCEEDINGS  
SPECIAL MEETING  
DECEMBER 22, 2025**

The Bath Township Board of Trustees met in the Trustee Meeting Room on December 22, 2025 at 9:30am for the purpose of conducting the business of the Township. The Vice President of the Board, Mrs. Sharon Troike convened the meeting. Trustees present were Mr. Sean Gaffney and Mrs. Sharon Troike.

**CALL TO ORDER**

Mrs. Troike called the meeting to order at 9:30am.

**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 **Mr. Gaffney moved to approve the agenda. Mrs. Troike seconded the motion. All Ayes. Motion passed 2-0.**

**FISCAL OFFICER LAURA TUTTLE**

**Report/Recommendations**

1. Fiscal Officer Tuttle recommended, and **Mr. Gaffney moved to approve regular purchase orders 2025-01475 through 2025-01484 and payments in the amount of \$167,331.77.**

Included in the payments are the following:

- \$29,250.00 to Hummel Construction
- \$81,050.00 to Bureau of Workers Compensation

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

Mr. Gaffney, **Aye**

Mrs. Troike, **Aye**

**MOTION PASSED**

2. Fiscal Officer Tuttle requested the Trustees consider Resolution 2025-42A Amend End of Year Resolution. **Mrs. Gaffney introduced the following resolution and moved to its adoption:**

**RESOLUTION 2025-42  
END OF YEAR RESOLUTION**

**WHEREAS**, after careful review of the budget submitted to the Summit County Budget Commission in July 2025, the Department Heads and Township Administrator under 505.032 (F) developed appropriations to operate the Township; and,

**WHEREAS**, the Fiscal Officer has reviewed the revenue and budget of the township through 2025, and has certified that the expenditures are inside the current Official Certificate of Resources; and,

**WHEREAS**, this Resolution is a procedural matter for the year-end closing of the books;

**NOW THEREFORE BE IT RESOLVED**, that the Bath Township Fiscal Officer authorizes the write off of the following outstanding billing charges which are one year beyond the billing cycle or have proven to be uncollectable

1. False Alarm Fines in the amount of \$0

**FURTHER**, the Bath Township Fiscal Officer has reported that any and all intra-fund transfers of \$1,500 or more posted by the Fiscal Officer have been approved for the year.

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**FURTHER**, the Bath Township Board of Trustees authorizes any additional transactions necessary to ensure the fiscal stability of the township.

**FURTHER**, that this Resolution is for the purpose of ascertaining that the Board and citizens of the Township are aware of the details of the revenue and expenditures of money by the Township.

Mrs. Troike seconded the motion, discussion and roll call:

Mrs. Troike, **AYE**  
Mr. Gaffney, **AYE**  
Mrs. Goodrich, **ABSENT**

**Resolution Adopted**

3. Fiscal Officer Tuttle recommended, and **Mr. Gaffney moved to approve the meeting minutes for the November 17, 2025 Board of Trustees Regular Meeting. Mrs. Troike seconded the motion. All Ayes. Motion passed 2-0.**
4. Fiscal Officer Tuttle stated the correspondence log is available for public view.

**POLICE CHIEF VITO F. SINOPOLI**  
**Report/Recommendations**

1. Chief Sinopoli recommended and **Mrs. Troike moved to enter into a side letter agreement with the FOP patrol and dispatch units clarifying Article 22 of the CBA regarding vacation credit for new hires. Mr. Gaffney seconded the motion. All Ayes. Motion passed 2-0.**
2. Chief Sinopoli recommended and **Mr. Gaffney moved to credit 120 hours of vacation representing 5 years of service time on the first-year anniversary and completion of the probationary period for Full Time Police Officer Jackson Pemberton in accordance with the Article 22 Section 2 of the FOP CBA. Mrs. Troike seconded the motion. All Ayes. Motion passed 2-0.**
3. Chief Sinopoli recommended and **Mr. Gaffney moved to credit 120 hours of vacation representing 5 years of service time on the first-year anniversary and completion of the probationary period for Full Time Communication Specialist Crystal Pramik in accordance with Article 22 Section 2 of the FOP CBA. Mrs. Troike seconded the motion. All Ayes. Motion passed 2-0.**

**ADMINISTRATOR VITO F. SINOPOLI**

1. Administrator Sinopoli recommended, and **Mr. Gaffney moved to accept the donation of \$100 from Karen Melican in memory of her lifelong friend, Gay Powers, to benefit Bath Nature Preserve. Mrs. Troike seconded the motion. All Ayes. Motion passed 2-0.**
2. Administrator Sinopoli recommended, and **Mr. Gaffney moved to enter into an engagement letter with Stephen W. Funk, Esq of Roetzel Andress for representation in civil case CV 25-11-5608 at the hourly rate of \$350.00. Mrs. Troike seconded the motion. All Ayes. Motion passed 2-0.**

**FUTURE TRUSTEE MEETINGS AND EVENTS**

Special Meeting (Bill Pay)	December 22, 2025, 9:30am	Trustee Meeting Room
Appearance Review Commission	January 5, 2026, 5:00pm	Trustee Meeting Room
Zoning Commission	January 8, 2026, 6:00pm	Trustee Meeting Room
Board of Trustees Meeting	January 12, 2026, 6:30pm	Trustee Meeting Room
Public Hearing (ZC 25-01)	January 13, 2026, 5:30pm	Trustee Meeting Room
Heritage Corridors of Bath	January 14, 2026, 4:30pm	Trustee Conference Room
Park Board	January 15, 2026, 6:00pm	Trustee Meeting Room
Water and Sewer District Meeting	January 20, 2025, 6:00pm	Trustee Conference Room
Board of Zoning Appeals	January 20, 2025, 7:00pm	Trustee Meeting Room

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**CITIZEN'S COMMENTS**

No comments.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 9:45am.

**ABSENT**

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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

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Sean F. Gaffney  
Bath Township Board of Trustees

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Laura Tuttle  
Fiscal Officer

Date: December 22, 2025  
Bath Township Board of Trustees

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