

RECORD OF PROCEEDINGS

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

March 18

2013

The Bath Township Board of Trustees met in the Trustees Meeting Room on March 18, 2013, at 4:00 pm for the purpose of conducting the business of the Township. The President of the Board, Mrs. Elaina Goodrich, convened the meeting. Trustees present were Mrs. Becky Corbett, Mr. James Nelson, and Mrs. Elaina Goodrich.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE AGENDA**

Mrs. Goodrich requested, and Mr. Nelson moved approval of the agenda. Mrs. Corbett seconded the motion; the motion passed.

**FISCAL OFFICER, Sharon Troike**

The Fiscal Officer recommended, and Mr. Nelson moved, to approve requisitions and regular purchase orders 2013-08-0314 through 2013-08-0385, and payments totaling \$93,033.31. Mrs. Corbett seconded the motion and the Fiscal Officer called the roll; all aye, the motion passed.

The Fiscal Officer recommended, and Mrs. Corbett moved to not request a hearing for the liquor license permit transfer number CTRFO 1756540 at 1925 N. Cleveland-Massillon Road. Mr. Nelson seconded the motion; the motion passed.

The Fiscal Officer requested the Trustees consider Resolution 2013-06.

Mr. Nelson presented the following Resolution and moved its adoption.

**RESOLUTION NO. 2013-06  
TO TRANSFER MONIES FROM THE GENERAL FUND  
TO THE POLICE RESERVE FUND AND FIRE RESERVE FUND  
(To transfer monies for replacement police cars and fire truck)**

**WHEREAS**, after careful review of the budget submitted to the Summit County Budget Commission in July 2012, the Department Heads and Township Administrator under 505.032 (F) have developed 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;

**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, 2013, the following transfers need to be completed to bring the Official Certificate of Resources in line with the Permanent Appropriations.

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

<b>Transfer From:</b>	<b>Transfer To:</b>	<b>Amount:</b>
General Fund #101	Police Reserve Fund #322	\$90,000.00
General Fund #101	Fire Reserve Fund #323	\$74,000.00

Mrs. Corbett seconded the Resolution and discussion was held.

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The Fiscal Officer called the roll:

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

**Resolution Adopted**

The Fiscal Officer announced she was seeking applicants to serve as an External Audit Committee member. Applicants must be residents of, or business owners in, Bath Township and have experience as attorneys, bankers, or accountants, or other qualified backgrounds.

The Fiscal Officer recommended, and **Mr. Nelson moved, to hire Roy Ferguson for the position of Fiscal Officer Assistant, effective March 19, 2013, at the hourly rate of \$18.50 under all rules and regulations, including a one-year probationary period. Mrs. Corbett seconded the motion; the motion passed.**

The Fiscal Officer reported financial statements through February had been reviewed and were available for public view.

The Fiscal Officer reported the Fiscal Year 2012 cash based financial reports had been filed with the Auditor of State.

The Fiscal Officer reported the Fiscal Year 2012 audit had been completed and was awaiting the final report from the independent auditors.

The Fiscal Officer announced Correspondence, Board, Commission, and Committee logs were available for public view.

**DEPARTMENT HEADS AND ADMINISTRATORS**

**Police Chief Michael McNeely**

**Report:**

No report was given.

**Recommendations:**

Chief McNeely recommended, and **Mrs. Corbett moved, to purchase from Montrose Ford two (2) Ford Police Interceptor utility motor vehicles at \$26,109 each and two (2) Ford Police Interceptor sedan motor vehicles at \$24,158 each for a total cost of \$100,534.00. The vehicles are planned replacement purchases for Cars 9, 18, 16, and 19. Mr. Nelson seconded the motion; the motion passed.**

Chief McNeely requested the Trustees consider Resolution 2013-07.

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

**BATH TOWNSHIP RESOLUTION 2013-07  
TO APPLY FOR THE UNITED STATES DEPARTMENT OF JUSTICE JAG-LE  
GRANT**

**WHEREAS** the Office of Criminal Justice Services has grant monies available through the United States Department of Justice JAG-LE (Justice Administration Grant-Law Enforcement) and,

**WHEREAS,** The United States Department of Justice JAG-LE will grant \$18,118.50 with a match from Bath Township in the amount of \$6,039.50; and,

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**WHEREAS**, the United States Department of Justice JAG-LE desires to assist law enforcement with their vehicle fleet by purchase of a marked patrol vehicle; and,

**WHEREAS**, Bath Township desires to replace a 2006 Ford Crown Victoria in the Police Department Fleet; and,

**WHEREAS**, recommendation has been made that the Bath Township Board of Trustees apply to United States Department of Justice JAG-LE for the grant which will assist the Police Department with their vehicle fleet; and,

**NOW THEREFORE BE IT RESOLVED** that the Bath Township Board of Trustees by Resolution approves the filing of an application to the United States Department of Justice JAG-LE, and authorizes Sergeant Steve Brown to execute and file an application and to provide all information and documentation required to become eligible for possible funding assistance.

**FURTHER**, that the Fiscal Officer be directed if the grant is awarded to amend the 2013 Certificate of Estimated Resources and the Permanent Appropriations to reflect the new revenue and expenses.

Mr. Nelson seconded the resolution and discussion was held.

The Fiscal Officer called the Roll:

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

**Fire Chief Walter Hower**

**Report:**  
No report was given.

**Recommendations:** None

**Interim Service Director Michael Rorar**

**Report:**  
No report was given.

**Recommendations:**  
Mr. Rorar recommended, and Mr. Nelson moved, to purchase a replacement trailer for the 2004 Eager Beaver trailer which has become obsolete for hauling large equipment. Price is \$20,290 with \$4,500 equipment trade-in credit, requiring \$15,790 from Fund 204. Mrs. Corbett seconded the motion; the motion passed.

**Parks Administrator Michael Rorar**

**Report:**  
No report was given.

**Recommendations:**  
Mr. Rorar recommended, and Mrs. Corbett moved, to purchase a Ford F-350 from Montrose Ford for the amount of \$34,815.83 and is part of the CUE bid program. This is to replace an existing 2005 F-350. Mr. Nelson seconded the motion; the motion passed.

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Mr. Rorar requested the Trustees consider Resolution 2013-01 Amendment 02.

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

**BATH TOWNSHIP RESOLUTION 2013-01 AMENDMENT 02  
TO AMEND THE 2013 JOB DESCRIPTION MANUAL**

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

**WHEREAS**, the Bath Township Board of Trustees adopted the 2013  
Organization Resolution, Personnel Policy Manual, and Job Description Manual to take  
effect January 1, 2013; and,

**WHEREAS**, after review the trustees have decided to revise and update the  
2013 Job Description Manual to include an updated job description for Parks Crew  
Leader.

**NOW THEREFORE BE IT RESOLVED**, that the Bath Township Board of  
Trustees amends the 2013 Job Description Manual to include an updated job description  
for Parks Crew Leader.

Mr. Nelson seconded the amendment.

The Fiscal Officer called the Roll:

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

Mr. Rorar recommended, and **Mrs. Corbett moved, to post for four days for the  
position of Park Crew Leader. Mr. Nelson seconded the motion; the motion  
passed.**

**Zoning Inspector/Administrator William Funk**

**Report:**  
No report was given.

**Recommendations:** None

**Interim Administrator William Snow and Deputy Administrator Vito Sinopoli**

**Report:**  
No report was given.

**Recommendations:**  
Mr. Snow recommended, and **Mr. Nelson moved, to appoint Caine Collins as Service  
Director, effective May 1, 2013, at the hourly rate of \$37.50 plus educational  
incentive with a one-year probationary period and subject to all rules and  
regulations of the Bath Township Personnel Policy. Mrs. Corbett seconded the  
motion; the motion passed 2 – Aye, 1 – Nay.**

Mr. Sinopoli requested the Trustees consider Resolution 2013-08.

Mr. Nelson introduced the following resolution and moved its adoption:

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**RESOLUTION 2013-08  
TO ADOPT THE 2013 PERMANENT APPROPRIATIONS FOR  
BATH TOWNSHIP, SUMMIT COUNTY**

**WHEREAS**, after careful review of the budget submitted to the Summit County Budget Commission last July 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;

**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, 2013, the attached document identified as the 2013 Township of Bath Permanent Appropriations, dated March 18, 2013 are the sums hereby set aside and appropriated for purposes of general government for which expenditures are to be considered during fiscal year 2013 in the amount of \$13,784,486.51; and,

**FURTHER**, that \$74,000.00 be transferred from the General Fund to Fire Reserve Truck Fund No. 323 for purchase of replacement Fire Vehicles in the future.

**FURTHER**, that, \$90,000.00 be transferred from the General Fund to the Police Car Reserve Fund No. 322

**FURTHER** that these Permanent Appropriations be submitted to the County of Summit Budget Commission prior to April 1, 2013.

**FURTHER**, that all said money be so appropriated as allowed by law.

Mrs. Corbett seconded the resolution and discussion was held.

The Fiscal Officer called the Roll:

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

**BUSINESS FROM THE BOARD**

**Trustees Becky Corbett, Elaina Goodrich, and James Nelson**

There was no business from the Board.

**FUTURE TRUSTEE MEETINGS AND EVENTS**

March 18, 2013	Board of Trustees Meeting TMR	4:00 p.m.
March 18, 2013	Water and Sewer District TCR	6:00 p.m.
March 18, 2013	Friends of Yellow Creek TMR	7:00 p.m.
March 19, 2013	Board of Zoning Appeals TMR	7:00 p.m.
April 1, 2013	Appearance Review Commission TMR	5:00 p.m.
April 1, 2013	Board of Trustees Meeting TMR	7:00 p.m.
April 4, 2013	Zoning Commission TMR	7:00 p.m.
April 10, 2013	Heritage Corridors TMR	5:30 p.m.
April 15, 2013	Board of Trustees Meeting TMR	4:00 p.m.
April 15, 2013	Water and Sewer District TCR	6:00 p.m.
April 15, 2013	Friends of Yellow Creek TMR	7:00 p.m.
April 16, 2013	Board of Zoning Appeals TMR	7:00 p.m.

**TCR** – Trustees Conference Room (Administrative Offices)

**TMR** – Trustees Meeting Room, lower level, Bath Township Center.

**HBTH** – Historic Bath Town Hall

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**COMMUNITY EVENTS**

March 21, 2013	Park Board's "State of the Park" UA Field Station	7:00 p.m.
April 20, 2013	Rain Barrel Workshop Regal Beagle BNP	11 a.m. & 2 p.m.
April 27, 2013	Project Pride	9:00 a.m. – Noon
May 27, 2013	Memorial Day Observance, Bath Veterans' Memori	Noon
August 3, 2013	Community Day BCAC	
October 12, 2013	Fall Into Nature BNP	11 a.m. – 4 p.m.
November 9, 2013	1 <sup>st</sup> Annual Bath Steeplechase Event	10:00 a.m.

**CITIZENS' COMMENTS**

There were no citizens' comments.

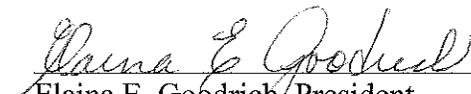
**ITEMS OF INTEREST**

Mrs. Corbett read a letter of appreciation from Valerie DeRose of the Summit County Emergency Response Agency regarding Chief Hower's work with CERT training.

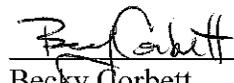
Mrs. Corbett read a letter of appreciation from Paul and Christine Fleissner to the Bath Police Department for their assistance after a break-in at the Fleissner home.

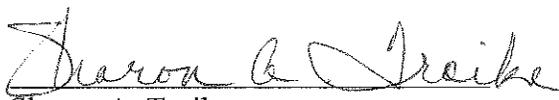
**ADJOURNMENT**

There being no other business before the board, the meeting was adjourned at 4:28 p.m.

  
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 Elaina E. Goodrich, President  
 Bath Township Board of Trustees

  
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 James N. Nelson, Vice President  
 Bath Township Board of Trustees

  
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 Becky Corbett  
 Bath Township Board of Trustees

  
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 Sharon A. Troike  
 Fiscal Officer

Date: March 18, 2013  
Bath Township Board of Trustees

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