

RECORD OF PROCEEDINGS
REGULAR MEETING

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held **February 03** 20**14**

The Bath Township Board of Trustees met in the Trustees' Meeting Room on February 3, 2014, at 7:00 p.m. for the purpose of conducting the business of the Township. The President of the Board, Mr. James Nelson, convened the meeting. Trustees present were Mr. James Nelson, Mrs. Becky Corbett, and Mrs. Elaina Goodrich.

PLEDGE OF ALLEGIANCE

WELCOME

APPROVAL OF THE AGENDA

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

FISCAL OFFICER, Sharon Troike

The Fiscal Officer recommended, and **Mrs. Goodrich moved, to approve requisitions and regular purchase orders 2014-09-0173 through 2014-09-0229, and payments totaling \$130,837.40. Mrs. Corbett seconded the motion. The Fiscal Officer called the roll; all aye, the motion passed.**

The Fiscal Officer recommended, and **Mrs. Corbett moved, to approve intra-fund transfers in the amount of \$1,200. Mrs. Goodrich seconded the motion; the motion passed.**

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

The Fiscal Officer requested the Trustees consider Resolution 2014-07.

Mrs. Corbett presented the following Resolution and moved its adoption.

**RESOLUTION 2014-07
ALBRECHT TREX LIQUOR PERMIT APPLICATION**

WHEREAS, The Fred W. Albrecht Grocery Company operates Acme #15, a large, full-service grocery store at 3979 Medina Road, Bath Township, and desires to expand their operation to include a community room at this facility, and;

WHEREAS, the establishment of a community facility in the Acme #15 store would be beneficial to both the company and the community by having another location for community events for which Acme will give priority use privileges to community groups for, and;

WHEREAS, the ability to serve alcoholic beverages for consumption on the premises would enhance the usefulness of this facility for both Acme and the community at large, and;

WHEREAS, in order to acquire the required D-1, D-2 liquor permit for this facility, it is necessary for Acme to secure the approval of the Bath Township Trustees on the attached TREX liquor permit application;

NOW THEREFORE BE IT RESOLVED that the Bath Township Board of Trustees hereby approve the TREX transfer of a D-1, D-2 permit for this facility and authorize the fiscal officer to execute the necessary document for this purpose.

Resolution seconded for discussion purposes by Mrs. Goodrich.

RECORD OF PROCEEDINGS
REGULAR MEETING

Minutes of

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held **February 03** 20 **14**

The Fiscal Officer called the roll:

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

DEPARTMENT HEADS AND ADMINISTRATORS

Police Chief Michael McNeely

Report:

Chief McNeely presented the Police Department 2013 Annual Report.

Bath Township residents provided valuable assistance to the police department in 2013 in keeping the community safe. There was significant reporting of suspicious people and activity. This vigilance combined with directed police patrol activity kept the number of property crimes at 181 and crimes against persons at three.

- The property crimes included 160 thefts, 16 burglaries, and five stolen autos. A significant number of the thefts were shoplifting incidents at the retail stores in Montrose. The burglary total was four less than reported in 2012. This was 21 less burglaries than reported as recently as 2009. The five stolen autos reported have all been recovered.
- Crimes against persons included one aggravated assault, one rape, and one robbery. The robbery of the Colonial Pharmacy remains the only unsolved violent crime.
- The Bath Police Department initiated a Retail/Law Enforcement partnership project in an effort to reduce the amount of theft in Montrose. Sgt. Steve Brown developed a network of local law enforcement officers and retail loss prevention agents who share information about theft activity. This initiative has enabled us to identify and apprehend organized retail thieves.
- The police department continued to use the social media including Facebook and Twitter to keep the public informed about criminal activity. A virtual neighborhood watch program was introduced in 2013. Residents can participate in this secure internet based neighborhood watch by visiting www.nextdoor.com

Budget

The Bath Police Department was funded by citizen approved tax levies. The Police District Fund was \$3,112,603.51. Police wages were \$1,313,007.31. Communication wages were \$386,103.66 (1/3 paid by the Bath Fire Dept.) Benefits for all employees totaled \$628,810.39.

Crime

- Aggravated Assault 1
- Robbery 1
- Rape 1
- Burglary 16
- Theft 160
- Stolen Auto 5

Traffic

The Bath Police Department is required to submit to the Ohio Department of Public Safety written reports of motor vehicle crashes involving a fatality, personal injury,

RECORD OF PROCEEDINGS

7654

Minutes of

REGULAR MEETING

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 03 14
20

or property damage greater than \$1,000 occurring on public roads.

- The department investigated 568 traffic crashes. One-hundred twenty three crashes were on private property. The most frequent location for crashes on public roads was Interstate 77 at the 138 mile marker with 19 crashes. The most frequent location for crashes on private property was the Acme parking lot with 28 crashes.
- Police personnel issued 551 traffic citations. The most frequent violations were speed-73; operating a vehicle under the influence-66; and driving under suspension-63.

Youth Services

The Bath Police Department has an important role in the community working with young citizens. The Police Department seeks ways to introduce the proper programming and guidance for children to prepare them to achieve their individual potential. We accomplished this mission in 2013 with a combination of education and enforcement activity.

- Mrs. Marcie Mason is our Summit County Juvenile Court Youth Diversion employee. She works with Bath Township children charged with misdemeanor criminal offenses. Candidates for her program must acknowledge their guilt and agree to abide by a contract that includes such provisions as obeying all government laws, obeying rules set forth by parents, completing all school assignments, writing an apology to any victims, and attending counseling.

If the juveniles have met all the terms of their contracts and have not committed any further crimes, they can have their record sealed immediately and move forward with a clean slate. This intervention is critical in preventing young people from continuing their pattern of criminal behavior into adulthood.

Mrs. Mason handled 11 cases in 2013. The recidivism rate for the youths under her supervision was .09.

- Mrs. Mason is the Bath Safety Town Director. Safety Town is a program for children which teaches safety lessons about fire, pedestrians/traffic, water, guns, and poisons/drugs. It is also the name given to a replica town created to instruct children about safety measures. The one-week program is presented in June at Bath Elementary School. Eighty-four children participated in the 2013 program.
- "Hidden in Plain Sight" is the name of a traveling exhibit hosted by the Bath and Copley Police Departments. Adults are encouraged to explore and interact with the display designed to resemble a teenager's bedroom. Throughout the exhibit are items that may indicate a teen is involved in some high-risk behavior such as substance abuse, underage drinking, eating disorders, sexual activity and more.

Those in attendance at the awareness program for parents will be able to get an up-close look at the items in the room and be shown how they can be used. There is an hour-long PowerPoint presentation that accompanies the exhibit. Mrs. Mason and her team made 33 presentations to parents groups in 2013. There were 1,800 adults who attended the educational sessions.

- Bath Township, Revere Local Schools, and the Village of Richfield began a partnership to improve student safety in the Revere Local Schools. The community leaders from the respective government agencies agreed upon the assignment of Bath Police Officer Eric Shaffer to the Revere Schools on a full-

RECORD OF PROCEEDINGS

Minutes of

REGULAR MEETING

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 1014R

Held	February 03	20	14
------	--------------------	----	-----------

time basis.

Ofc. Shaffer worked closely with administrators in an effort to create a safer environment for both students and staff. His responsibilities are similar to other police officers in that he has the ability to make arrests, respond to calls for service, and document incidents that occur on the school campus and within Bath Township. Additional duties included mentoring and conducting presentations on youth-related issues. Ofc. Shaffer played an integral role in the public school system and had many positive impacts on the Revere students.

Training

The Bath Police Department provided progressive and comprehensive training in 2013 to develop policing skills, enhance leadership abilities, and promote a solid ethical foundation for all department members. Members had access to daily online training at roll call, in-service training with instructors from both inside and outside the police department as well as attendance at seminars outside the police department.

Members participated in these training areas:

- 2013 Goals & Objectives
- Firearms
- TASER
- Firearms Simulator
- Drivers Training Simulator
- First Aid/CPR
- Liquor Laws
- Special Event Management
- Legal Update
- Tactical Medicine
- Active Shooter
- Standardized Field Sobriety Tests
- Shotgun Instructor
- Use of Force
- FBI Leadership Re-Trainer
- Jail Standards
- Anthony Casey Investigation Lessons Learned
- School Crisis Management
- Crisis Intervention
- Police Executive Leadership Re-Trainer
- Single Officer Response to Shooter
- Sexual Assault Investigation
- School Resource Officer
- TASER Instructor Update
- Law Enforcement Electronic Communication
- BAC DataMaster

Recommendations:

Chief McNeely recommended, and **Mrs. Corbett moved, to accept, with regret, the resignation of Terri Moats effective February 13, 2014. Mrs. Goodrich seconded the motion; the motion passed.**

Chief McNeely recommended, and **Mrs. Corbett moved, to purchase one Ford Police Interceptor utility motor vehicle from Montrose Ford at \$26,109.71 to replace Car 18 and paid in full from the insurance settlement. Mrs. Goodrich seconded the**

RECORD OF PROCEEDINGS

7656

Minutes of

REGULAR MEETING

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 03 2014

motion; the motion passed.

Fire Chief Walter Hower

Report:

Chief Hower presented the Fire Department 2013 Annual Report.

During 2013 the fire department responded on 1447 emergencies in the township or to our neighbors, this is an increase over 2012 by 111 calls. The township had 11 reported structure fires in the community, with 4 of the fires causing \$609,350 in loss either to the structure or contents. The Department responded to 849 emergency medical calls at residents or businesses that required transport to the hospital. Traffic crashes in the township accounted for 86 responses for the fire department to provide care and assistance. Our Special teams, HAZMAT, dive rescue, fire investigation and technical rescue were called out a total of 25 times in the year.

During 2013 the fire department had personnel retire and new additions to the department. Jim Brock retired with 44 years of service and Assistant Chief Tim Gemind retired with 26 years of service. Part-time Secretary Cheryl Jackson left the department after serving 15 years with the department. All these personnel provided service to the township. Full-Time Fire Fighters Chris Null and Geoff Kuzas were added along with full-time administrative assistant Rochele Bolton.

At the beginning of 2013, three personnel on each shift were established to provide a standardized response to all emergencies 24 hours a day. This increase in personnel has allowed for more personnel on the emergency scene quicker and has accounted for five successful resuscitations from people in cardiac arrest.

During 2013 the department purchased three power lift cots to replace cots that were 14 years old. These cots were part of a larger purchase that was supported with a Ohio Bureau of Workman's Compensation Grant, that purchased the power load systems for all three medic units. These load systems help reduce the amount of time personnel have to lift or carry patients. The department also purchased replacement fire hose, technical rescue air lift bags and a gear rack system for the personnel's gear in the building. All of the items that were replaced were in service for 12 years or more.

At the end of the year the department received our Insurance Service Office rating for the township. With the diversity of the township having water supplied via fire hydrants for firefighting or having the fire department create the water supply through our tender shuttle. The township received a split rating for ISO. The hydrant area of the township is considered a 4 and the non-hydrant area is considered a 5. This is an improvement of the previous rating the township received 10 years ago when it was ranked as a 5 for the entire community.

Water Rescue Team

In 2013, the Bath Water Rescue Team had a busy year due, in part, to some of the worst flash flooding the region has seen in some time.

The department was called into action in Sharon Township to rescue employees stranded inside a building when a manufacturing business became surrounded by flood waters. A short time later, the department was called out to Copley Township to check on the welfare of, and to remove, homeowners stranded by the flooded Pigeon Creek.

The department responded as part of the Summit County Water Rescue Team on call outs that included a missing boy who had fallen into Mud Creek and a fisherman who had fallen overboard in the Portage Lakes.

The Water Rescue Team trains throughout the year on a variety of water rescue

RECORD OF PROCEEDINGS

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 03 2014

disciplines. The year started out with the annual swim test which certifies team members are capable to perform the strenuous tasks associated with water rescue. The springtime allowed training on Swift Water Rescue with the County Team while the wintertime allows training on Surface Ice Rescue with the entire fire department.

Training plan for dives in 2013 focused on areas of Bath Township that have a greater chance of an incident, such as Camp Christopher. The Water Rescue Team along with the support of the entire department worked closely with the Camp Christopher staff to understand the use of the lake area and hazards that may be present.

Hazardous Materials Team

Bath Fire Department participates on the Summit County Special Operations Response Team, Hazardous Materials Branch. In 2013 the department had two members on the team; Lt. Rodriguez, who serves as a zone coordinator, and Chief Walter Hower. Both members were active in trainings and call-outs for the team. The hazardous materials team is constantly working to update technology used for detection and identification of hazardous materials through local and federal grants. The team is also very active in providing members with up to date training through county trainings as well as out of town conferences.

The team responded to a variety of calls in 2013 consisting of a semi-truck into a building in Cuyahoga Falls and a suspicious package response in the city of Barberton along with the FBI and Barberton Police. The team responded to a number of other minor calls in the county including oil spills, and identifying products in abandoned containers.

The team also took delivery, on behalf of Akron Fire Department, a new hazmat vehicle to replace Hazmat / Rescue 4 in the city of Akron. The new vehicle will contain all of the equipment for hazardous materials responses in the City of Akron as well as in Summit County.

Fire Prevention

The first goal in Fire Prevention is good public education. Community programs include fire extinguisher safety, CPR, and fire drills. When inspections are performed new bright orange cards are handed out to the local businesses which gives them good contact information and lists the services the Fire Department provides. Many businesses have taken advantage of the program.

Along with prevention/public education the department made a significant appearance in the schools. The department supports the schools each month with their fire drills, safety drills and tornado drills while providing guidance along the way and making sure they meet state requirements.

Firefighter Lydia has continued her role in the schools educating the students on all types of emergencies and utilizing the safety trailer. Lydia has estimated she can see upwards of 10,000 children in the trailer each year. For 2013 the safety trailer had its sound system upgraded to allow Lydia to solely run the tornado simulator.

The Fire Prevention Education Program remained active in Old Trail School, Herberich Primary School, and Bath Elementary School in 2013. Classes included Kindergarten, Special Needs, as well as 1st through 4th grades and Pre-K classes at Old Trail School.

CPR/Preplans/Street Index

The CPR Program at Bath Fire Department was once again very successful. Bath Fire Department conducts the following classes:

Heartsaver First Aid – Designed for anyone with limited or no previous medical training

RECORD OF PROCEEDINGS

7658

Minutes of

REGULAR MEETING

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 03 2014

in rescue first aid.

Heartsaver CPR/AED – Designed for the general public who wish to learn CPR and the use of an Automatic External Defibrillator (AED)

Healthcare Provider CPR/AED (HCP) – Designed for healthcare professionals who need to know CPR and other life-saving skills in a wide variety of in-hospital and out-of-hospital settings.

Classes are taught under the guidelines of The American Heart Association. Classes are held once a month on a Saturday morning at Bath Fire Department. Anyone who is interested in taking a CPR class must sign up in person for the desired class. A small fee of \$25.00 is still required for non-residents and individuals who do not work in Bath Township.

Preplans are the blueprints of the commercial buildings that contain valuable information such as locations of hazards, utilities, fire hydrant locations and other useful information. Copies of preplans are kept in each rescue vehicle including Station 2.

The fire department street index contains all roads in Bath Township. The maps allow firefighters to reference a street name to a specific section of the maps. The surrounding Code 10 fire departments are required to provide all new streets in their vicinity as roads are added or changed

Fire Hose

All fire hose was pressure tested and inspected annually per NFPA by fire department. Old and worn hose was taken out of service and new hose purchased this year was put in service in its place.

Fire Hydrants/Dry Hydrants

Fire hydrants throughout the township were inspected and serviced by the Bath Fire Department personnel. Fire hydrants that had paint coming off of them were repainted. In addition, some fire hydrants have new Storz fittings throughout the township.

All dry hydrants were inspected and flushed by fire department personnel.

Akron Water Department is responsible for flushing and replacing all fire hydrants in Bath Township.

Code 10 Fire Investigation

The Investigation Team had made major strides in the way it operates and the efficiency in which it operates. The team has learned to utilize resources available which allow a higher level of function, as well as, build a working relationship with the State Fire Marshall responsible for the area which has been crucial in organization and making sure the team functions in the capacity intended.

The team was activated 29 times in 2013 to investigate and/or assist in the documentation of a fire scene. The team also meets on a monthly basis for training which keeps certifications current and any new techniques/procedures available. As a team, attendance is required at 75% of all trainings. In 2013 the team trained with Norton Fire in a vacant structure and investigated several live fire scenarios.

Vehicle and Equipment Maintenance

Much of the minor maintenance is done in-house including emergency light replacement/upgrades, fire radio repairs, and small engine repair. All major repairs are sent to repair facilities that have certified Emergency Vehicle Technicians.

RECORD OF PROCEEDINGS

7659

Minutes of

REGULAR MEETING

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 03 20 14

Annually the fire engines are sent to Williams Detroit Diesel for pump testing, as well as, an annual inspection in order to comply with NFPA 1911. NFPA 1911 is the standard for inspection, maintenance, and testing of in-service fire apparatus.

Bath Fire Department did not purchase any new vehicles in 2013. All three EMS units received loading systems of new power cots.

Inspections

There were no commercial fires in 2013 that were a result of a fire violation. There is an upswing in new business coming into the area. One of two new hotels has broken ground and should be completed in late 2014. The second hotel should start in 2014. The Acme grocery store underwent a major renovation and should be completed in 2014.

For 2013 the inspection bureau participated in the following activities.

- Inspected and participated in fire drills for the Revere, Copley, and Old Trail School system
Supervised two private fireworks shows
Installed residential Knox boxes
Inspected local businesses
Provided home safety inspections

Dispatch

- 769 Total EMS Calls with the highest incident being Fall injuries at 194.
399 Total Fire calls with highest incident being mutual aid (Code 14) at 132.
Total EMD = 464
Total 911 calls combined between Fire and Police = 4,893

Bath-Richfield Explorer Post

The Bath-Richfield Explorer Post completed its first full year back in operation and is a joint venture between Bath Fire and Richfield Fire Departments. The group is comprised of 13 students and graduates of the Revere Local School District with a total of 4 advisors. Tim Baker heads the group with assistant from Dustin Muehlfeld from Bath and Mark Tibbs and Ron Boryk from Richfield Fire Dept.

The group meets twice a month with other activities that may be going on as well. IFSTA Essentials Manuals were generously donated to the group by Phil McLean of Richfield. There is also hands on training.

The Explorer Post competed in a Fire Muster that was held at Medina County Career Center in September. The experience the members received was outstanding and gave them a chance to meet others their ages also looking to become firefighters.

Mackey Totten, from our group took first place in the Combat Challenge for our group. The group continues to meet on a regular basis and is currently in the planning stages for the next Fire Muster for 2014.

Their first fundraiser was a pancake breakfast at the Richfield Fire Station during their Open House/Community Day weekend. This fundraiser was a success and showed the members the importance of community relations and gave them a chance to be introduced to for the public.

Recommendations: None

Service Director Caine Collins

RECORD OF PROCEEDINGS

7660

Minutes of

REGULAR MEETING

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held **February 03**

14
20

Report:

Mr. Collins presented the Service Department 2013 Annual Report.

Roads

- Resolved 134 resident-generated service requests
- Completed 39 in-house service requests
- Installed 15 asphalt drive aprons
- Installed 13 drive culverts
- Placed 155.5 tons of asphalt patching material on township roadways
- Corrected 3,700 linear feet of roadside ditching at 35 sites
- During the 2012-2013 winter, township crews logged 1,019.25 hours controlling snow and ice on township roadways

Major Roads Construction

Bath Township took part in the Summit County Engineer's 2013 Regional Paving Program and utilized several separate construction contracts to complete 2013 road projects.

2013 Totals

- ODOT Item 448 Asphalt Paving of roads – 1.19 miles
- Asphalt Crack Sealing – applied on 13 roads
- Concrete Road Panel Replacement – performed on 15 roads
- ODOT Item 405/422 Motor Paving/Chip Sealing of roads – 1.16 miles

Roads Construction – Subcontracted

- Rebuilt 12 failing catch basins
- Removed potentially dangerous dead trees from within the road right-of-way at numerous locations
- Replaced a 24" culvert on Carle Road
- Installed 6 internal point storm sewer repairs in Robinwood Hills
- Installed an asphalt curb on Yellowcreek Road Extension in order to address recurring roadside erosion issues

Buildings and Grounds

Bath Center Building

- Total roof replacement
- Misc. electrical upgrades
- Stand-by generator replacement
- Exterior waterproofing and masonry repairs
- Interior painting and carpet replacement in administrative and police areas
- Power washed entire building

Bath Historic Town Hall

- Stripped and repainted the wrought iron fencing

Ira Road Facility

- Installation of a gasoline and diesel Fuel Depot w/ generator backup
- Installation of an automatic entrance gate system
- Repaved the entrance drive

Bath Service Department Building

- Removed the non-function in-ground trick lift
- Installed privacy fence along western property line

RECORD OF PROCEEDINGS

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 03 20 14

Cemeteries

- 32 burials occurred (18 full burials and 14 cremations). Of these 32 burials, 25 were in Moore’s Chapel, 4 in Bath Center, and 3 at Ira Cemetery
- 23 lots were sold (22 standard lots and 1 cremation plot)
- 4 lots were repurchased by Bath Township
- Structural assessment of the Bath Center Vault was completed
- Equipment purchased included a cremation stand at Moore’s Chapel and ‘yard plates’ to protect turf from equipment damage during burials.

Recommendations:

Mr. Collins recommended, and Mrs. Goodrich moved, to provide Terminix pest control monthly treatments for three township buildings; Bath Center Building, Bath Road Service Department and the Historic Town Hall for building interiors and bi-annually for building exteriors at an annual payment of \$2,559.83. Mrs. Corbett seconded the motion; the motion passed.

Mr. Collins recommended, and Mrs. Goodrich moved, to advertise for system engineering and replacement of the Bath Center Building Cooling Tower in Akron Legal News on Friday, February 7, 2014 and Friday, February 14, 2014 with bid opening Thursday, March 13, 2014 at 10:30 a.m. Mrs. Corbett seconded the motion; the motion passed.

Interim Parks Supervisor Alan Garner

Report:

Mr. Garner presented the Parks 2013 Annual Report.

Volunteer Resources and Events

- Bath Park Board hosted “Chill on the Hill” (sledding event), “Fall into Nature,” and the 1st Annual Steeple Chase”
- Bath Community Day Committee hosted the 14th Community Day event

Visitor Statistics

Approximately 100,000 visitors with 1,996 scheduled events including:

Baseball – 1,395	Cross Country – 43	Football – 49	Lacrosse – 19
Rugby - 22	Soccer - 338	Shelter Reservations - 82	
Tennis - 48			

Improvements and Renovations

Bath Community Activity Center

- Top dressed and seeded under drains on main soccer field
- Tennis courts were sealed
- Guard rails installed on main driveway

Bath Hills Park

- Basketball court was sealed

Bath Nature Preserve

- Seal coat North Fork Trail and portions of Bridle Trail
- Bath Pond Observation Deck was installed along with the steps going up to the Regal Beagle
- Upgraded and Renovated Deer Run Trail
- Oven at the Regal Beagle was renovated
- Hickory Farm Lane was upgraded using 1,000 linear feet of Roller Compacted Concrete
- Tamarack Bog water control device was installed

DAYTON LEGAL BLANK, INC., FORM NO. 16148

Held **February 03** 20**14**

Recommendations: None

Zoning Inspector/Administrator William Funk

Report:

Mr. Funk presented the Zoning Department 2013 Annual Report.

Permits

- 128 Issued during 2013 vs. 131 in 2012
- 28 Residential Additions
- 28 Accessory Structures
- 19 New Residential
- 8 Swimming Pools
- 17 Fences
- 13 Sign Permits
- 7 Business Use Certificates
- 2 Commercial Additions
- 1 Outdoor Display

Appearance Review Commission

- 25 reviews in 2013
- The ARC reviewed 17 Signs and 11 Site/Buildings
- On Tap Grille and Bar, Acme west wing plaza, recommended to approve outdoor dining patio
- Temple Israel, 91 Springside Dr., recommended to approve modification to existing building
- Homewood Suites and Fairfield Inn & Suites, Springside Dr., recommended to approve proposed building and monument signs
- Acme Plaza recommended to approve building façade modifications and proposed wall signs
- Willowview, 481 N. Cleveland Massillon Rd., recommended to approve commercial building addition

Board of Zoning Appeals

- 30 cases heard in 2013
- The BZA heard 16 Commercial cases and 14 Residential cases
- Ghent Square, 843 N. Cleveland Massillon Rd., approved multi-tenant monument sign
- Homewood Suites and Fairfield Inn & Suites, Springside Dr., approved proposed building and monument signs
- Grace Church, 754 Ghent Rd., approved with conditions the proposed new monument and temporary signage and approved building addition
- Bath Township, Herberich School, approved setback reduction for recycling drop-off center

Zoning Commission

- The Zoning Commission continued to review and modify the proposed new Zoning Resolution. The Commission finished up their third review of the proposal. The Commission also reviewed the recommendations from the Summit County Planning Commission and modified the Resolution accordingly. Also, the Zoning Commission began researching and reviewing the existing Township Zoning Map.

Held **February 03** 20 **14**

Solid Waste District:

- Rumpke Waste and Recycling continued service in the Township in 2013. Our costumers grew 5 percent throughout 2013 ending the year with 2,685 customers. Almost 3,250 tons of refuse and 643 tons of recycling were collected this year.

Recommendations:

Mr. Funk recommended, and Mrs. Corbett moved, to accept and sign the **Memorandum of Understanding with the Summit County Department of Community and Economic Development for the Moving Ohio Forward Demolition Program.** Mrs. Goodrich seconded the motion; the motion passed.

Mr. Funk recommended, and Mrs. Goodrich moved, to accept and sign the contract with **Abundant Services Inc., for the demolition and disposal of residences located at 4458 Granger Road and 1500 N. Revere Road in the amount of \$15,410.** Mrs. Corbett seconded the motion; the motion passed.

Township Administrator Vito Sinopoli

Report:

Mr. Sinopoli presented the Administration 2013 Annual Report.

Capital Improvements and Projects

Ira Road Fuel Depot, Concrete Pad and Security Gate

Construction of a fuel depot at the Ira Road service department facility was considered a great opportunity to centrally locate fuel for all township departments. In the past, the township relied on private gas stations at which to fuel township vehicles. With the ability to have dedicated fuel, the township could better stabilize fuel pricing and could ensure a constant available source of fuel. The gas pumps are working well, and everyone seems accustomed to their use. The computer system associated with the fuel tanks stores technical data and then sends the data to Bath for processing. With the detailed information provided, fuel is accurately allocated to each of the various township departments. An electronic gate system with a security keypad was recently completed at the facility.

Bath Center Roof Replacement

Working with the Ohio Department of Administrative Services, qualified contractors were located under the state term bid approved list. Those contractors provided estimates for the work and Franciscus Roofing from Cleveland, Ohio was chosen. In seven working days, the project was completed and the results were exceptional. The contractor performed as agreed under the contract and made provisions during the roof replacement to clean debris on a daily basis and minimize inconvenience to township employees as much as possible.

FCC Licensing

Bath Township is the holder of a radio license under which emergency services radios operate. The City of Fairlawn and Copley Township are sub-users in the emergency group and rely upon the same license to operate emergency service radios for fire and police. During a re-banding effort of radio frequencies involving Bath Township's PLMR (Private Land Mobile Radio) license, it was discovered that Bath Township's radio system was operating at a power level beyond its licensed authority. The system, originally licensed at 40 watts ERP (Effective Radiated Power) was changed to operate at 125 watts. Without FCC approval, the system power would have to be reduced to 40 watts. Having previously operated at the 40 watt power level, the system did not function properly. Only at the increased power level did radio communications operate correctly.

RECORD OF PROCEEDINGS

7664

Minutes of

REGULAR MEETING

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 16148

Held **February 03** 20**14**

Building Renovations at Bath Center

Appropriations were made for new carpet and paint in the administrative offices. Carpet and paint selections were made and a contractor was hired to remove and re-install the wall cubicles in the administrative area. The improvements were well-received by the staff who were of great help in coordinating the improvements and helping move equipment and files during completion of the work. The employees are proud of the improvements and feel very much invested in the project. Work is also being completed in the Bath Police Department with similar carpet replacement and wall painting.

Generator Replacement

Uninterrupted emergency operations are vital to the safety of the community. In the event of power disruption, an emergency backup generator system has been in place to provide critical electrical power for dispatch, police and fire operations in the Bath Center complex. Although the township's generator system has been maintained, its age became a concern. Because of the vital importance of the system, replacement was considered in 2012. Initial cost projections were very high and it was believed that it could delay the start of the project; however, after receiving multiple quotes for the work and performing due diligence on the equipment, the project was awarded to Didado Electric Co. and recently completed under budget projections. The new generator is much more efficient than the old unit and will provide trouble free backup electric for many years to come.

Ghent Road Sanitary Sewer

Portions of Ghent Road and Cleveland-Massillon Road are included in the JEDD district, but have not yet received sanitary sewer services. The engineering has been designed by GPD, Inc, and the directional boring bid has been awarded to Precise Boring of Ohio. Mr. Konstand and I have been working with various property owners in the affected area to keep them informed of the construction progress. Pending EPA and county approval for the project, it is hoped that sewer installation can begin soon.

Herberich School Recycling Center

As the recipient of grant funds through the Summit County ReWorks program, Bath Township has looked at different ways in which to best apply the grant monies. I approached the Copley-Fairlawn School District with a proposal to install a recycling enclosure similar to the one Bath Elementary School. The proposal would provide construction of 12' x 40' concrete pad with fence enclosure for a recycling area on the property of Herberich Elementary School at 2645 Smith Rd. Akron, Ohio 44333. Copley Schools Superintendent Brian Poe was extremely receptive to the idea of a recycling enclosure. The enclosure was finished with an attractive fence, security cameras, and landscaping.

Legislation

Panhandling Legislation

The township was frequently contacted with residents' concerns regarding panhandlers in the Montrose area. The concerns primarily focused on the safety aspect of motorists stopping in the roadway to engage in conversation and give money to the panhandlers. Because any legislation on this issue would impact the entire county, we contacted representatives of the other Summit County townships to jointly discuss the issue with members of County Council. Proposed legislation was drafted on the issue and we worked with township representatives to remove language they found unnecessary and include other language they deemed important. With broad support from representatives from each of the Summit County townships, the legislation passed. The results of the legislation were dramatic and panhandlers who once appeared at every street corner in the Montrose area moved elsewhere.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 03 2014

Transient Vendor Legislation

A Summit County ordinance regarding transient vendors was flawed and officers were unable to issue citations to violators. The ordinance in question carried with it only a civil penalty and as such, only a lawsuit against a person found in violation could be issued. Again, I approached members of the Summit County Council to examine the issue. I contacted representatives from each of the Summit County townships and found overwhelming support for modifying the penalties section of an existing County ordinance. Some communities experienced wide-spread problems with transient vendors and were very frustrated with law enforcement's inability address the issue. I worked with Jason Dodson, Chief of Staff for Summit County Executive Russ Pry, to amend the ordinance to include a criminal penalty. Council once again responded with overwhelming support for the change and the proposal has now become law.

Community Outreach

First Energy on Tree Trimming

Every three years, First Energy Co. embarks on an aggressive vegetation management campaign throughout the area. The tree trimming is designed to reduce the number of power outages in the area as a result of branches that fall onto main and ancillary wires. The program provides for several different private contractors to partner with First Energy and perform the actual tree trimming. Liaisons from First Energy worked with the private contractor to ensure that needs of the company and individual property owners are addressed. In an effort to learn more about the work to be performed and residents' rights relative the tree trimming, we arranged for a meeting at Bath Township with these individuals. The Board of Trustees and department heads were invited to the meeting to learn more about the vegetation control program. This informative meeting addressed a number of concerns regarding the trimming program and gave everyone a better understanding of the nature of the work being undertaken.

Personnel

School Resource Officer

The SRO program would be structured as a partnership between Richfield Village, the Revere Schools and Bath Township. Although the proposal was considered several years ago, there was no clear direction as to how an SRO would be selected and ultimately implemented in the school system. With the retirement of a juvenile officer from the Bath Police Department in 2007, there remained a clear need for a police presence in the Revere School system to fill the void of the previous juvenile position. Eric Shafer from the Bath Police Department was chosen for the position and his work has made a positive impact on the community. Each of the partners is sharing the cost to subsidize the SRO program for a period of three years.

Service Director Transition

Bob Wilson retired at the end of 2012. Through a thorough application process, Caine Collins was appointed to the position, coming from the City of Green. Caine has transitioned very well in the second half of the year.

Retirements

William Snow and Marty Ferch retired in 2013, and Mike Rorar retired in January of this year. In the Fire Department, Time Gemind, Cheryl Jackson, and Jim Brock retired as well. The township is very appreciative of their years of dedicated service and wish them the best for the future.

Re-alignment of Solid Waste and Zoning Departments

With Marty's retirement, we restructured the zoning and solid waste departments. Nanci Noonan now serves as the full time Zoning and Solid Waste Administrative Assistant, and Bill Funk serves as Solid Waste Coordinator.

**RECORD OF PROCEEDINGS
REGULAR MEETING**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

February 03 **14**
Held _____ 20_____

FinancialsTownship Audit

The independent accounting firm of Charles E. Harris and Associates conducted an audit in 2013 of township financials for the period ending Dec. 31, 2012. The audit revealed all township finances were in order. All funds reported positive cash balances for the year ending Dec. 31, 2013 with the Fiscal Officer certifying carryover balances for the current year.

Examination of Insurance Policies

We examined Health Insurance and Property and Casualty Insurance policies for possible cost savings. Several different brokers were interviewed for health insurance, and ultimately found the best program for the employees and the township with Jeff Brett, with whom we've worked with for the last few years. The Property and Casualty Insurance is carried with Wichert, again a long time partnership that has proved cost effective and beneficial.

Successful Payroll Period Transition

The full implementation of bi-weekly time keeping process for the township began this year. The transition ran smoothly.

Implemented SSI Development of Budget

In the past, the township budget was prepared using a template from prior budget year line items. The process was time consuming and often overlooked new budget items created during the year. Working remotely with technical advisors from SSI, Anne Motz, Hannah Krumheuer and I created a budget platform specific to Bath Township that would allow use of current expense line items to develop an accurate budget. Preparation of the 2014 tax budget was performed using the new SSI feature. In speaking with administrative staff, they remarked that the new process of developing the budget was an incredible time-saving process. Further, the budget contains accurate financial information and doesn't rely on an antiquated budget template that often failed to include important line item information.

Developed Five-Year Budget

With the loss of revenue from several different sources, it became clear it was important to evaluate township finances and have a clear strategy for the future. The five-year plan developed provided some rather interesting insight into future capital strategies, as well as levy considerations.

While it's clear that there are challenges the community will face in the future, effective spending strategies will ensure future viability of the township. Important to the process of developing the five year budget was input from the department heads on future staffing and capital needs. With the department heads understanding the financial constraints our community faces, they can better evaluate and plan their own budgets.

Recommendations:

Mr. Sinopoli requested the Trustees consider Resolution 2014-01 Amendment 02.

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

**BATH TOWNSHIP RESOLUTION 2014-01 AMENDMENT 02
TO AMEND THE 2014 JOB DESCRIPTION MANUAL**

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

**RECORD OF PROCEEDINGS
REGULAR MEETING**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10138

February 03 **14**

Held _____ 20_____

WHEREAS, the Bath Township Board of Trustees adopted the 2014 Organization Resolution, Personnel Policy Manual, and Job Description Manual to take effect January 1, 2014; and,

WHEREAS, after review the trustees have decided to revise and update the 2014 Job Description Manual to include an updated job description for Assistant Service Director/Park Director.

NOW THEREFORE BE IT RESOLVED, that the Bath Township Board of Trustees amends the 2014 Job Description Manual to include an updated job description for Assistant Service Director/Park Director.

Mrs. Corbett seconded the amendment.

The Fiscal Officer called the Roll:

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

Mr. Sinopoli recommended, and **Mrs. Corbett moved, to advertise and post for the Assistant Service Director/Park Director position from February 4 through February 28, 2014. Mrs. Goodrich seconded the motion; the motion passed.**

BUSINESS FROM THE BOARD

Trustees James Nelson, Becky Corbett, and Elaina Goodrich

Mrs. Goodrich moved to appoint Stephanie Blind to the Friends of Yellow Creek Committee. Mrs. Corbett seconded the motion; the motion passed.

Mrs. Corbett moved to reschedule the Agenda Work Session on February 18, 2014 from 9:30 a.m. to 1:00 p.m. Mrs. Goodrich seconded the motion; the motion passed.

FUTURE TRUSTEE MEETINGS AND EVENTS

February 3, 2014	Board of Trustees TMR	7:00 p.m.
February 10, 2014	Friends of Yellow Creek TMR	7:00 p.m.
February 12, 2014	Heritage Corridors TMR	5:30 p.m.
February 13, 2014	Zoning Commission TMR	7:00 p.m.
February 18, 2014	Board of Trustees TMR	4:00 p.m.
February 18, 2014	Water and Sewer District TCR	6:00 p.m.
February 18, 2014	Board of Zoning Appeals TMR	7:00 p.m.
February 21, 2014	Bath Attractions Meeting TMR	10:00 a.m.

COMMUNITY EVENTS

February 9, 2014	Chillin' on the Hill, BNP	1-4 p.m.
March 20, 2014	State of the Parks, RB	7-9 p.m.
April 12, 2014	Rain Barrel Workshop, RB	TBA
June 28-29, 2014	Bath Fire Department Horse Show	9:00 a.m.
August 2, 2014	Community Day	TBA
October 11, 2014	Fall Into Nature, BNP	11 a.m. – 3 p.m.
October 18, 2014	2 nd Annual Bath Steeplechase, BNP	10:00 a.m.

TCR-Trustees Conference Room (Administrative Offices)

TMR-Trustees Meeting Room, lower level, Bath Center

HBTH-Historic Bath Town Hall

BNP – Bath Nature Preserve

RECORD OF PROCEEDINGS
REGULAR MEETING

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held **February 03** **14**
20

RB – Regal Beagle

COMMITTEE REPORT

Valerie DeRose, Summit County EMA gave a presentation of the services provided by EMA to the residents of Summit County.

Kathy Sidaway, President of Bath Park Board, reminded residents of the upcoming “Chillin’ on the Hill” on Saturday February 9.

CITIZENS’ COMMENTS

Sue Klein, 2039 N. Medina Line Road, spoke in support of the Parks and presented a picture board of photos taken in Bath Nature Preserve.

Nancy Ray, 3807 Maple Leaf Hill, thanked the Trustees for posting the Parks Director position.

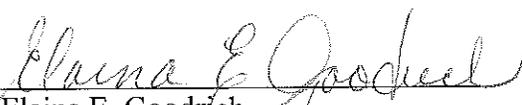
John Hathaway, 2999 Shade Road, expressed how thankful he is to live in Bath Township and loves the community.

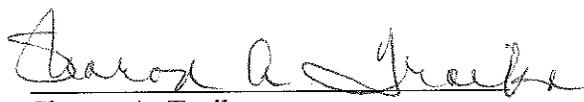
ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:17 p.m.


James N. Nelson, President
Bath Township Board of Trustees


Becky Corbett, Vice President
Bath Township Board of Trustees


Elaina E. Goodrich
Bath Township Board of Trustees


Sharon A. Troike
Fiscal Officer

Date: February 3, 2014
Bath Township Board of Trustees

**RECORD OF PROCEEDINGS
REGULAR MEETING**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 03 2014

This page intentionally left blank.