**Bath Township**
1006 Yellow Springs-Fairfield Road
Fairborn, OH 45324
p: 937.878.0611
f: 937.878.9081

**Pete Bales, CPRP**
Township Administrator

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**MEMO TO:** Bath Township Trustees

**FROM:** Pete Bales, Township Administrator PB

**SUBJECT:** Administrator Update

**DATE:** May 3, 2021

**CC:** Elaine Brown, Fiscal Officer; All Township Employees

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I will provide you with a comprehensive memo of all known operational activity happening in the Administrator's office as well as the Road Department and Cemetery Department every Monday in advance of the regularly scheduled Trustee meetings on Wednesday evening. Should you have any questions or require any clarifications about this report, please direct them to me at your earliest convenience so I may be prepared to address them at the meeting.

**Administrator's Report**

1. Upcoming Agenda Items to Note:
   a. Resolution of Support for BW Greenway Clean Ohio application (Root Property)
   b. Resolution of Support for BW Greenway Clean Ohio application (Valle View III Property)
   c. Resolution authorizing Michael Bly, Attorney with Pickrel, Schaeffer and Ebeling to appeal Judge Buckwalter's decision in Case No. CV 0198

2. Special Project Updates:
   a. Personnel Policies and Procedures Manual – You have been given a copy to review. Please feel free to send me any comments or questions regarding the manual.
   b. NatureWorks Grant: Application in process. I will have it prepared for submission from to the June 1, 2021 deadline. It is a 35-page application. The total cost is $57,123.21 with a grant request for $42,000.00.

3. Cemetery Mowing Update: After speaking with Teresa Phillips, we have decided to take on mowing of the cemetery utilizing in-house seasonal labor and contract out the trimming around headstones to Joe's Landscaping as planned. This will save the Township a considerable amount of money. We anticipate Joe's Landscaping trimming the cemetery once a month in April, May and June (3 times total). By July, we hope to be back at full strength from a personnel

perspective. They already performed the trimming in April (last week) and did a tremendous job.

4. Pet Waste Stations: I collected quotes for bag dispensers only and bags. I received quotes from Kirby Built, Dog Waste Depot, Mutt Mitt, Pet Waste Eliminator, and Poop Bags. The lowest and best price for two bag dispensers and a case of 6000 bags was from Dog Waste Depot. The total cost was for $272.97.

5. DDC/Jobs Ohio Presentation: I attended a webinar hosted by the Dayton Development Coalition which highlighted each one of their incentive programs geared toward business retention and development. They have a large economic development tool bag including roadway development funding that I will keep in mind as projects come up.

6. Resolutions Scanned and Website Update: Elaine and I spent a considerable amount of time cataloguing all Resolutions dating back to 2017 and scanning them into a pdf format. I sent all of the resolutions to Dave Kushner who will be uploading them to our website. We will include new resolutions for Dave to update on a monthly basis.

7. OMB Webinar: Elaine and I watched a webinar hosted by the Ohio Office of Budget and Management regarding preparation for the funding from the American Rescue Plan. Discussions continue at the federal level about the inclusion of Townships in the program.

8. Resurfacing at Maintenance Garage and Park drives and Parking Lots: The asphalt is in terrible condition at the Road Department garage and in the parking lots and driveways throughout the park. Elaine and I will be discussing the creation of a capital improvement fund to budget for these improvements in the future. More to come...

9. BW Greenway Request for Amendment to our Zoning Resolution: Bob Jurick has sent me a text amendment that he would like to see added to our Zoning Resolution. However, after speaking with Jim Miller, he suggests that this language simply be added as a part of the rezoning application. I would appreciate your thoughts in writing please.

   **Proposed model zoning code or administration changes for wetlands**
   ***The applicant for rezoning of a property with hydric soils, based on County GIS or Department of Agriculture mapping, shall include in the submission packet a determination of whether there are any wetlands on the site. This determination must be provided by an independent, qualified, wetland delineator. A certificate indicating the delineator has successfully completed wetland delineator training shall be included in the submission packet.***

   ***If any wetlands are found on the site, their boundaries must be delineated by an independent, qualified wetland delineator. These delineations shall be included in the submission packet for subdivision approval. A certificate indicating the delineator has successfully completed wetland delineator training shall be included in the submission packet.***

10. BW Greenway Resolution of Support for Grant Application for Root Property: See attached memo and map from Pat Higgins. Bob Jurick will be attending the meeting to answer any questions. I will have a resolution of support for your consideration.

11. BW Greenway Resolution of Support for Grant Application for Valle View III Property: See attached memo and map from Pat Higgins. Bob Jurick will be attending the meeting to answer any questions. I will have a resolution of support for your consideration.

12. Resolution authorizing Michael Bly, Attorney with Pickrel, Schaeffer and Ebeling to appeal Judge Buckwalter's decision in Case No. CV 0198: On Monday May 3, 2021, Trustee Ross and Trustee Lester passed a motion at a special meeting of the Township Trustees which authorized our attorney to appeal the decision of Greene County Common Pleas Court Judge Buckwalter. A formal resolution will be prepared for your acceptance at the upcoming meeting.

13. Public Records: In the last two weeks, we have spent approximately 16 hours fulfilling public records requests. We have one pending request for any and all communications between Tom Pitstick with Logan Randles, Cari Oberfield or any Renergy/Dovetail/Emerald employee for the period 2013-Present.

**Road Department Report from Mike Rhoades**

The team at the Road Department have been replacing some faded/damaged signs, some trash pick-up along several roads, cold patching potholes, servicing some equipment, mowing the park, cleaning park parking lot and parking lot at the garage. We have marked several areas of concern on Armstrong Rd. for pre-mature cracking and we will be in contact with John R. Jergensen. We have been operating for over a week with 1 man off due to personal issues.

**Cemetery Report from Teresa Phillips**

**Cemetery Report – 5/5/2021**

There have been 4 burials since my last report & we have 2 on the books so far (as of May 3) for this week.

We continue to lay down sod.

Joe's Landscaping did the first trimming last weekend and did a great job. I have had nice comments from our patrons. Thank you for approving this while we wait to get back to a full staff.

Unfortunately, because the way the new roadway was pitched between Sections 13 & 14 we have runoff going into section 14. It has caused some ponding in Section 14. We will need to run a tile along the edge of section 14 from about the middle of the section which will then tie into the current drain box at the beginning of section 14. Ken Middleton from Greene County Soil & Water met with us and feels this will alleviate the problem. Again, we are suspending any new sales in this particular area until the project has been completed. I have received 2 quotes (attached). It is my recommendation that we contract with Middleton Lawn & Landscape Maintenance.

Memorandum

Date: April 26, 2021

To: Pete Bales, Township Administrator

From: Patricia M. Higgins, Grant Writer for B-W Greenway Community Land Trust

Re: Resolution of Support for an application for Clean Ohio Grant Funds

B-W Greenway Community Land Trust, a non-profit organization working to protect and restore the land and water resources between the Beaver Creek and Wenrick Wetlands, while balancing human and wildlife needs, is working with the Fairborn Parks and Recreation staff to prepare a grant application for the Clean Ohio Greene Space Conservation Grant program. The application is for the acquisition of property located between Community Park and 1641 Graceland Drive in Fairborn. The application must be submitted by May 14, 2021.

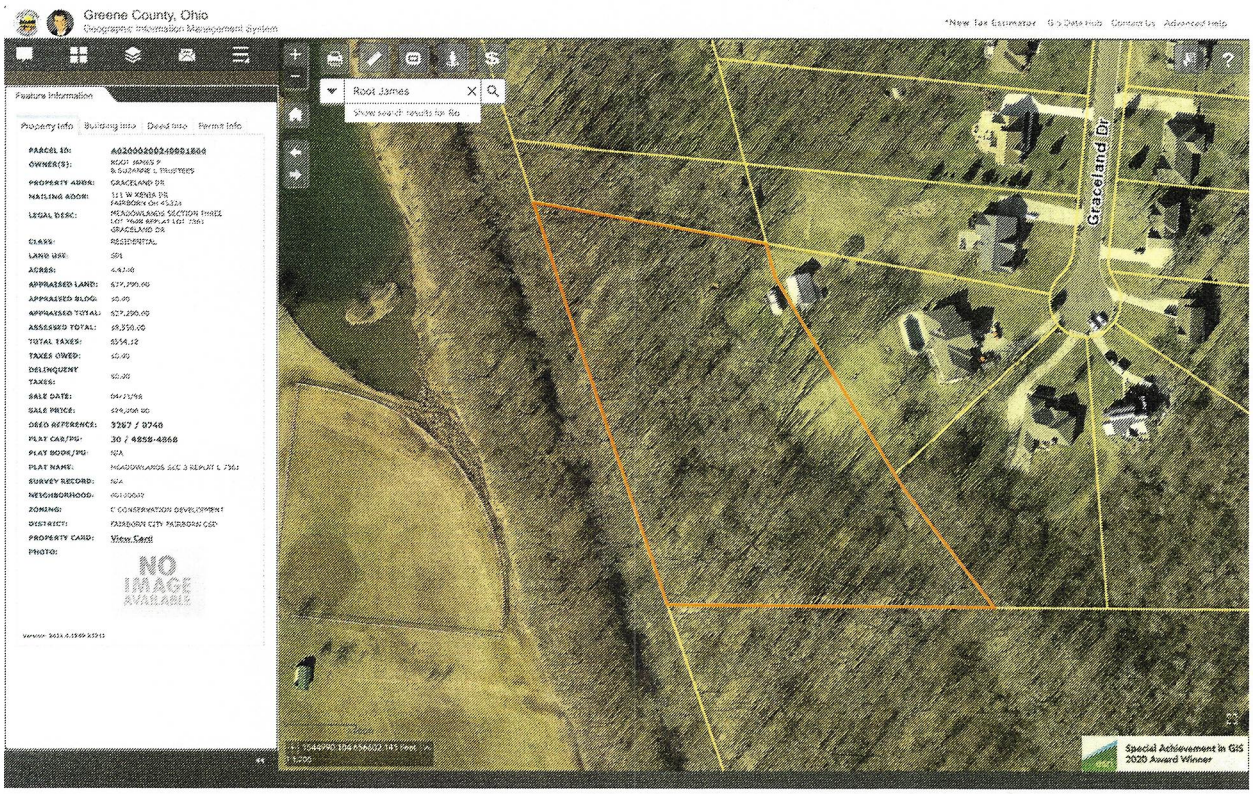
B-W Greenway is working with James P. and Suzanne L Root Trustees, the owners and willing seller of a parcel of land totaling approximately 4.47 acres (PARCEL ID: A02000200240001800) for this project. Several years ago, the Roots were allowed to create this parcel under the condition that the Roots would only sell the land to B-W Greenway Community Land Trust. The agreement further stated B-W Greenway would then transfer the land to the City of Fairborn. This project will enable the land to be acquired and connected to Community Park, providing a great buffer from the residential development to the east.

B-W Greenway Community Land Trust will be the applicant and recipient of the grant funds for this project. The City of Fairborn will be the recipient of the acquired land and all associated assets once completed. B-W Greenway is also seeking a conservation easement with deed restrictions to ensure the land will stay in its natural state from the City. The land will be monitored annually to ensure the property is being maintained for years to come.

The Clean Ohio Grant requirements include resolutions of support from the City of Fairborn, Bath Township and Greene County. Therefore, your assistance is greatly appreciated.

Please do not hesitate to contact me at pmhiggins32@gmail.com or by phone at 937-281-1313 if additional information is required.

Thank you for your assistance.


Greene County, Ohio
Geographic Information Management System
*New Tax Estimator
GIS Data Hub
Contact Us
Advanced Help
Feature Information
Property Info
Building Info
Deed Info
Permit Info
PARCEL ID:
A0200620024000160
OWNER(S):
KOCI RONDS P
& SUZANNE L TRUSTEES
PROPERTY ADDR:
GRACELAND DR
MAILING ADDR:
111 W XENIA DR
FAIRBORN OH 45324
LEGAL DESC:
MEADOWLANDS SECTION THREE
LOT 7606 REPLAT LOT 7361
GRACELAND DR
CLASS:
RESIDENTIAL
LAND USE:
501
ACRES:
4.47.00
APPRAISED LAND:
$77,700.00
APPRAISED BLDG:
$0.00
APPRAISED TOTAL:
$77,700.00
ASSESSED TOTAL:
$9,330.00
TOTAL TAXES:
$154.12
TAXES OWED:
$0.00
DELINQUENT TAXES:
$0.00
SALE DATE:
04/21/98
SALE PRICE:
$39,000.00
DEED REFERENCE:
3257 / 0740
PLAT CAB/PG:
30 / 4858-4868
PLAT BOOK/PG:
N/A
PLAT NAME:
MEADOWLANDS SEC 3 REPLAT L 7361
SURVEY RECORD:
N/A
NEIGHBORHOOD:
4010000
ZONING:
C CONSERVATION DEVELOPMENT
DISTRICT:
FAIRBORN CITY FAIRBORN CSD
PROPERTY CARD:
View Card
PHOTO:
NO IMAGE AVAILABLE
Root James
Show search results for Ro
Graceland Dr
Special Achievement in GIS
2020 Award Winner

Memorandum

Date: April 25, 2021

To: Pete Bales, Township Administrator

From: Patricia M. Higgins, Grant Writer for B-W Greenway Community Land Trust

Re: Resolution of Support for an application for Clean Ohio Grant Funds

B-W Greenway Community Land Trust, a non-profit organization working to protect and restore the land and water resources between the Beaver Creek and Wenrick Wetlands, while balancing human and wildlife needs, is working with the Fairborn Parks and Recreation staff to prepare a grant application for the Clean Ohio Greene Space Conservation Grant program. The application is for the acquisition of property located south of Market Court in Fairborn. The application must be submitted by May 14, 2021.

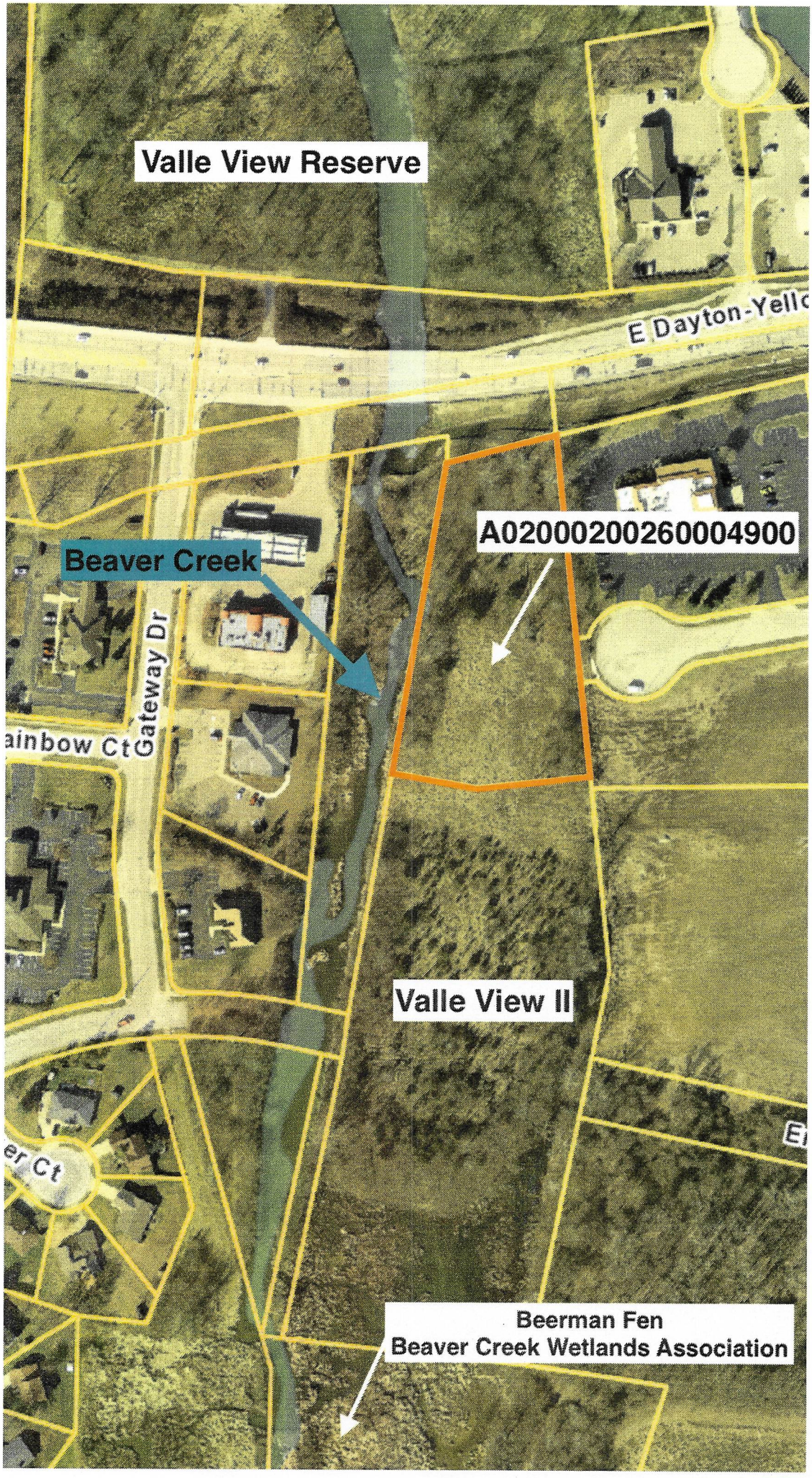
B-W Greenway is working with Oberer Construction Managers, the owner and willing seller of a parcel of land totaling approximately 2.13 acres (PARCEL ID: A02000200260004900) for this project. The willing seller will be contributing the 25% required matching funds for the land acquisition, a public parking lot on the site, removal of invasive species and planting native species in their place. This project will enable the land to be acquired and connected to Valle View II which was acquired in 2018 through the Clean Ohio Green Space Conservation Grant Program.

B-W Greenway Community Land Trust will be the applicant and recipient of the grant funds for this project. The City of Fairborn will be the recipient of the acquired land and all associated assets once completed. B-W Greenway is also seeking a conservation easement with deed restrictions to ensure the land will stay in its natural state from the City. The land will be monitored annually to ensure the property is being maintained for years to come.

The Clean Ohio Grant requirements include resolutions of support from the City of Fairborn, Bath Township and Greene County. Therefore, your assistance is greatly appreciated.

Please do not hesitate to contact me at pmhiggins32@gmail.com or by phone at 937-281-1313 if additional information is required.

Thank you for your assistance.


Valle View Reserve
E Dayton-Yello
A0200020026000 4900
Beaver Creek
Gateway Dr
ainbow Ct
Valle View II
er Ct
Beerman Fen
Beaver Creek Wetlands Association

**ESTIMATE** April 21, 2021

MIDDLETON LAWN & LANDSCAPE MAINTENANCE, LLC. (MLLM)
c/o Ken Middleton
1828 Promenade Lane
Xenia, Ohio 45385
P: (937) 272-8009 E: middletonlawn@yahoo.com

Name / Business: Bath Twp.
c/o Teresa Phillips
E: tphillips@bathtwp.us
C: (937) 477-8777

| Description of work | Price | Quantity | Total |
|---|---|---|---|

***Installation of Storm Pipe and Catch Basin(s) (Byron Cemetery):**

**-Installation of 210 ln. ft. 8" DW pipe (Solid or Perf.)**
**-Installation of (2) 42" 2-2B Catch Basin(s) w/ Ped. Grate**
**-Installation of (1) 8" DW Inlet @ existing 12" w/ 8" Cast Iron Grate**
**-Haul Spoil away to stock pile on site.**
**-Install #57 Gravel within 6-12" from surface.**
**-Back-fill Trench w/ dry topsoil (provided by Bath Twp. from barn)**
**-Grade / Level Trench**
**-Machinery**
**-Hauling / Disposal**
**-Labor**

**ESTIMATED Total: $5885.24**
*** Tax Exempt**

*NOTE:
- MLLM to contact OUPS.
- **Lawn Repair and Seeding TBD (Additional cost or Bath Twp. to repair)**
- **Bath Twp. to provide Tax Exemption Form.**

Any questions regarding this estimate please contact me.

Signature for Approval:_____ Date:_____
Thank you,
Ken Middleton

**MacX LLC**
4574 N Fletcher Rd
Covington, OH 45318 US
chase.macexcavating@gmail.com

# Estimate

**ADDRESS**
Byron Cemetery
3256 Trebein Rd
Xenia, Ohio 45324

**ESTIMATE #** 1133
**DATE** 04/30/2021

| DATE | SERVICE | DESCRIPTION | QTY | RATE | AMOUNT |
|---|---|---|---|---|---|
| | **Labor and Equipment** | Labor and Equipment | 20 | 125.00 | 2,500.00 |
| | **Materials** | 220' of 8" Ads pipe dual wall perforated and ftgs<br>insert a tee for 15" Ads<br>2-2b Catch basins<br>2 pedestrian grates<br>8" yard drain<br>Concrete for flow channel | 1 | 3,300.00 | 3,300.00 |
| | **Gravel** | Washed 57s | 40 | 20.00 | 800.00 |

Run new 8" storm line along side driveway. Tie in 8" to existing 15" Ads. Add two catch basins and 1 yard drain. Bed pipe with washed 57s.
Spoils to be dumped in barn onsite.
No seeding or final grading included in price

TOTAL **$6,600.00**

Accepted By

Accepted Date