

**COVENTRY TOWNSHIP BOARD OF TRUSTEES**  
**Special Meeting of March 30, 2017**

The Coventry Township Board of Trustees met in special session on Thursday, March 30, 2017 at 8:00 p.m. in the Coventry Township ADA Room, 68 Portage Lakes Drive, Akron, Ohio to discuss a Road Department equipment purchase, Road Department equipment maintenance, tree removal, and Road Department staffing/hiring/compensation.

**Call to Order:**

Edward Diebold called the meeting to order and asked Fiscal Officer, Robert Saffian to record the following Trustees present: Edward Diebold, yes and Richard Kutuchief, yes. (Tom Seese was excused/on vacation.) Two trustees were recorded present.

**Road Department Equipment Purchase**

**Berming Machine**

Lael Stouffer explained that the berming machine will be used to dispense asphalt, stone, sand and other like materials during road maintenance operations.

170330-01 Edward Diebold made a motion to approve a blanket certificate for the purchase of a berming machine in the amount of \$10,500.00. Richard Kutuchief seconded the motion. Roll call: Edward Diebold, yes; Richard Kutuchief, yes. Motion carried 2-0.

**Trailer**

Lael Stouffer explained that this trailer is going to be used to safely transport the asphalt roller to and from jobs. It will also be utilized to move rental equipment from time to time. It is in accordance with the previously approved appropriation schedule.

170330-02 Edward Diebold made a motion to approve a blanket certificate for the purchase of a heavy duty tilt deck trailer for \$10,500.00. Richard Kutuchief seconded the motion. Roll call: Edward Diebold, yes; Richard Kutuchief, yes. Motion carried 2-0.

**Road Department Repairs and Maintenance**

**Vehicles and Equipment**

Lael Stouffer explained that this is to cover repairs and maintenance of all road department vehicles and equipment and is in accordance with the previously approved appropriation schedule. He explained that this should get him through at least the next six months or so.

170330-03 Edward Diebold made a motion to approve a blanket certificate for repairs and maintenance of road department equipment in the amount of \$20,000.00. Richard Kutuchief seconded the motion. Roll call: Edward Diebold, yes; Richard Kutuchief, yes. Motion carried 2-0.

**Building Maintenance, Repairs and Improvements**

Lael Stouffer explained that this is to cover garage door openers, electrical work, plumbing repairs, landscaping and any other needs for the township road garage. It is in accordance with the previously approved appropriation schedule.

170330-04 Edward Diebold made a motion to approve a blanket certificate for repairs, maintenance and improvements of the road department building/grounds in the amount of \$15,000.00. Richard Kutuchief seconded the motion. Roll call: Edward Diebold, yes; Richard Kutuchief, yes. Motion carried 2-0.

**Tree & Brush Removal**

Lael Stouffer explained that his blanket certificate will cover general maintenance and emergency tree removal in Township road right-of-ways. It is in accordance with the previously approved appropriation schedule.

170330-05 Edward Diebold made a motion to approve a blanket certificate in the amount of \$15,000.00 for tree and brush removal. Richard Kutuchief seconded the motion. Roll call: Edward Diebold, yes; Richard Kutuchief, yes. Motion carried 2-0.

**Road Department - Part-Time Administrative Assistant**

Lael Stouffer explained that this position is being established to help facilitate better service, communication and support to our residents. It is necessary to the functions of the Road Department going forward and will permit all of the full-time road department employees to become more efficient and allow for more time on task at a minimal cost. There was some brief discussion over ad placement and job responsibilities. Edward Diebold noted for the record that he did speak with Tom Seese who was opposed to this motion. He would like to see the money spent elsewhere. Brief discussion was held over why the position is necessary and Lael’s hiring plan for other part-time road laborers.

170330-06 Edward Diebold made a motion to create the position of Part-Time Road Department Administrative Assistant with a rate of compensation at \$12.00 per hour. Richard Kutuchief seconded the motion. Roll call: Edward Diebold, yes; Richard Kutuchief, yes. Motion carried 2-0.

**Motion to Adjourn the Meeting:**

Edward Diebold made a motion to adjourn the special meeting. Richard Kutuchief seconded the motion. Roll call: Edward Diebold, yes; Richard Kutuchief, yes. Motion carried 2-0.

There being no further business the meeting was adjourned at 8:40 p.m.

Edward D. Diebold  
Chairman

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Fiscal Officer