

**COVENTRY TOWNSHIP BOARD OF TRUSTEES**  
**General Workshop of February 8, 2018**

The Coventry Township Board of Trustees met for a General Workshop on Thursday, February 8, 2018 at 5:30 p.m. in the Coventry Township Town Hall.

Chairperson, Richard Kutuchief called the meeting to order and asked Administrator, Anna Bryant to record the following Trustees present: Edward Diebold, yes; Richard Kutuchief, yes; and Tom Seese, yes. All Trustees were recorded present.

Also in attendance were Fiscal Officer, Robert Saffian; Fire Chief, John Dolensky; Road Superintendent, Lael Stouffer; and Zoning Inspector, George Beckham.

**Topics for Discussion:**

1. Coventry Township, Ohio postal code designation: Richard Kutuchief explained that this was finalized in January. He asked Anna to send a press release out on Friday.
2. Road Resurfacing Program – Request for Service Form: Lael Stouffer explained that this will be for the 2018 Paving Program.
3. 1999 Dodge Ram – O.O.S.: Lael Stouffer explained that this vehicle is not safe to be on the road and is of no value for trade. It has already been replaced and will be picked up for scrap/salvage.
4. School property – Land Swap/Purchase: Scheduled a special meeting on February 15<sup>th</sup>, it will be added to the already scheduled special meeting to discuss Community Center rentals and the JEDD contract.
5. Community Center Tennis Courts clean up: Richard Kutuchief discussed organizing a clean-up of the tennis courts. The Road Department can haul away debris cleaned up by volunteers. Liability of broken concrete and large cracks in the court was discussed. Ed Diebold and Tom Seese were not in favor of rehabbing the courts since we are not able to maintain any of our other parks at this time.
6. Maintenance Position: Richard Kutuchief discussed Sue Johns' interest in working for the Township in a maintenance worker capacity. Discussion over budget, we are not in a position to hire or create new positions at this time. Possibility of hiring her as a 1099 part-time seasonal employee.
7. Cemetery lots – Mr. Turchin's letter: George Beckham explained that Mr. Turchin was quoted a price for lots last fall and was planning on picking them once the weather broke. He is asking that the Township allow him to purchase at the price quoted last fall of \$300 per lot. A motion is on the regular meeting agenda.
8. Honeymoon Grille liquor permit request: George Beckham explained that they are expanding their business to include dinner and are also planning expansion of their building. Department heads had no issue with the liquor permit request.
9. Township Photos: Anna Bryant announced that Captured Memories will be here on site April 11<sup>th</sup> for all Township employees and Board Members to have their portraits taken. It's been 12 years, so our photos need to be updated.
10. Snow plowing: Tom Seese asked Lael various questions regarding snow plowing in order to better answer residents when they call. Lael Stouffer stated he will also explain at the regular meeting.
11. AARP – Annual picnic in September: The Coventry AARP has requested a rate reduction for Community Center Rental. They used the facility last year for \$1 per person and cannot afford the new rate of \$250. The Board had no issue with allowing the use as long as they schedule it through the Administration Office and fill out the paperwork.
12. Flower option for near Clock Tower during construction: Anna Bryant explained the idea of installation of hanging baskets of flowers on the S. Turkeyfoot bridge since there will not be flowers planted by the Clock Tower this year due to construction.

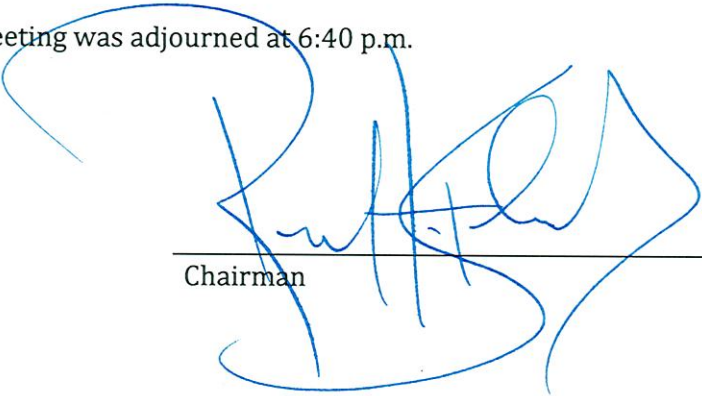
She explained that bridges in Green and New Franklin will also be hanging baskets on their bridges that are over the lake.

13. Website update project: Anna Bryant explained that our current website is extremely outdated and that she has requested quotes from several companies that specialize in government sites. A new platform would reach more of our residents, allow connectivity with social media, remote access and more than one user, and the ability to allow residents to sign up for updates/newsletters.
14. George Beckham retirement: discussion was held over advertising & hiring timeline. Tom Seese suggested George get his job description, plus a list of all of the other duties he performs together for a meeting with the Board. We can advertise in May and then hopefully hire in June or July.
15. Appropriations workshop: scheduled for March 6<sup>th</sup> at 8:30 a.m. Discussion over starting earlier to fit in the zoning position discussion. The meeting will start at 8:00 a.m.
16. Fire Department Expenses: Discussion over a request for Advance from the General Fund to cover payroll. John Dolensky discussed the reasons his funds are not able to cover. Bob Saffian explained that basially, this is a loan that will be paid back once we receive our tax revenue.

**Motion to Adjourn the Meeting:**


Tom Seese made a motion to adjourn the workshop. Edward Diebold seconded the motion. Roll call: Edward Diebold, yes; Richard Kutuchief, yes; and Tom Seese, yes. Motion carried 3-0.

There being no further business the meeting was adjourned at 6:40 p.m.



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Chairman



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Fiscal Officer