

COVENTRY TOWNSHIP BOARD OF TRUSTEES
Special Meeting of December 1, 2021

The Coventry Township Board of Trustees met in special session Wednesday, December 1, 2021 at 9:00 a.m. in the Coventry Town Hall to discuss a liquor license transfer, permanent appropriations, Fire Department grant application and purchases, employee appreciation and the Clock Tower Tree Lighting event.

Call to Order:

Jeff Houck called the meeting to order and asked Administrator, Anna Bryant to record the following Trustees present: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. All Trustees were recorded present.

Notice to Legislative Authority – Liquor License Transfer

Jeff Houck announced that we have received a notice to legislative authority for the transfer of a liquor license from Moran Foods, LLC dba Save-A-Lot 634 at 3333 Manchester Rd Unit 1 to Sunshine Stores LLC dba Save-A-Lot 634 at 3333 Manchester Rd Unit 1, Coventry Township, Ohio 44319

211201-01 Jeff Houck made a motion to not request a hearing for the transfer of a liquor license from Moran Foods, LLC dba Save-A-Lot 634 at 3333 Manchester Rd Unit 1 to Sunshine Stores LLC dba Save-A-Lot 634 at 3333 Manchester Rd Unit 1, Coventry Township, Ohio 44319. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Assistance to Firefighters Grant (AFG) Application

Fire Chief Dolensky made a request to authorize a grant application for the purchase and installation of a vehicle direct capture system for the two (2) bays located in the upper east side of the fire station and a request to convert all existing fire department 2 ½” and 3” hose and appliances to National Standard Threads. If awarded the grant, FEMA will reimburse 95% of the total costs of the project. Discussion was held over grants that we apply for every year and whether it is necessary to hire a company to make those applications if they are simply cut-and-paste. George Beckham pointed out that we could be doing those applications ourselves and not spending the money. John Dolensky stated he will look into it, however he feels their expertise is warranted as far as advising what to apply for.

211201-02 Jeff Houck made a motion to authorize Coventry Township Fire Department to enter into a contract with Gatchell Grant Resources, LLC to submit on their behalf, an Assistance to Firefighters Grant (AFG) Application at the cost of \$795 and a fee of 8% once awarded the grant, not to exceed \$3,500. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Fire Department Purchases

Turnout Gear – New Hires

John Dolensky explained that this is for a new set of turnout gear necessary for one of the new full-time firefighters with the department. Most of the time we are able to put gear together with what was worn by previous employees. This will not work in this instance, so a new set is required.

211201-03 Jeff Houck made a motion to approve the purchase of (1)one new complete set of firefighter turnout gear in the amount of \$2,503.00. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Radio Purchase

John Dolensky explained that we have three new guys, so we need two new radios. He also advised that we will have some upcoming expenses next year with re-programming the radios. He explained the upgrade and issues with scrambled radio traffic.

211201-04 Edward Diebold made a motion to authorize the fire chief to the purchase two (2) portable radios, two (2) mobile radios and the associated accessories as determined by the fire chief in a total amount not to exceed \$25,000.00. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Upfitting – New Chevy Crew Cab

John Dolensky explained that one of the new vehicles will be delivered mid-December, so this motion will cover the installation of radio equipment, emergency lights, etc.

211201-05 Edward Diebold made a motion to authorize the fire chief to pay for the purchase and installation of equipment required to complete the upfitting of the new 1500 Chevrolet Crew Cab as determined by the fire chief in a total amount of \$20,000.00. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Underground Storage Tank (UST) – Removal/Closure

John Dolensky explained that the Township needs a complete overhaul of the fuel delivery and management systems. This phase of the overall project includes the removal of two (2) underground storage tanks per Bureau of Underground Storage Tank Regulations (BUSTR) requirements. The budget for this is projected at \$30,000. The above work includes excavation, tank removal activities, cavity sampling and all reporting to the State. The above listed budget does not include any disposal of contaminated soil, or remedial activities if required.

211201-06 Jeff Houck made a motion to approve the funding in the amount of \$30,000.00 and subsequent work for the removal of the two (2) outdated underground storage tanks containing diesel and gasoline. Edward Diebold seconded the motion. Roll call: George Beckham, No; Edward Diebold, No; and Jeff Houck, No. Motion denied 3-0.

Brief Discussion was held over the aesthetics of the above ground tanks as well as discussion over the cost to replace the tanks at the time they are removed so additional excavation costs are not incurred if we go back to below grade tanks.

Budgetary

Amendment to the Permanent Appropriations Resolution

211201-07 Jeff Houck made a motion to amend the 2021 Permanent Appropriation Resolution in the following funds:

- Fund 2902 – FEMA Grant 2902-700 Capital Outlay: \$7,014.29
- Fund 2272 – Local Corona Relief Fund 2272-400 Supplies & Materials: \$38.18
- Fund 2273 – Summit County COVID19 PSGP – 2273-100 Salaries: \$5.13

George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Amendment to the Certificate of Estimated Resources

211201-08 Edward Diebold made a motion to amend the Certificate of Estimated Resources for Fund 2021 Gasoline Tax to decrease the revenue in the amount of \$17,792.00. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.