

COVENTRY TOWNSHIP BOARD OF TRUSTEES
Regular Meeting of December 9, 2021

The Coventry Township Board of Trustees met in regular session on Thursday, December 9, 2021 at 7:00 p.m. in the Coventry Town Hall, 68 Portage Lakes Drive, Coventry Township, Ohio 44319.

Call to Order:

Chairman 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.

Pledge of Allegiance

Announcements:

- **Kiwanis Santa Delivery** – Jeff Houck stated that we are excited to have Santa back this year. Package drop off locations will be the Coventry Fire Department and the New Franklin Fire Department from 8am to 8pm and closing at 5pm Sunday December 19, 2021. There will be maps and delivery labels at the drop off locations. PLEASE NOTE SOME ROUTE NUMBERS HAVE CHANGED. Edward Diebold explained the package restrictions and why the “shoebox” size is so important. Last year was the first time in 66 years that the event was canceled.

Old Business:

Approval of Minutes

211209-01 Jeff Houck made a motion to approve and dispense with the reading of the minutes of the Regular Meeting and Workshop of November 11, 2021 and the Special Meeting of December 1, 2021. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

New Business:

Reports by Department Heads

Deputy Bowen, Summit County Sheriff Representative announced that he will remain in the Township next year as our 40-hour car #566. He reported 939 calls for service in November bringing the year-to-date total up to 9,402. There were 48 traffic stops in November, year-to-date 736, 27 arrests in November, year-to-date 327. Jeff Houck thanked the Sheriff’s Office for all of their help with the tree lighting. Edward Diebold asked if there were any current trends in the Township that residents should be aware of. Deputy Bowen stated that package thefts are a problem this time of year and they’ve seen a rise in catalytic converter thefts as well.

Dave Koontz, Summit County Engineer Representative reported that they’ve adjusted the traffic flow on Robinson and Cormany so hopefully that helps correct the issue with the school crossing. He suggested the Township and/or the school look into a Safe Routes for School grant to help as well. He reported on Engineer activity in the Township over the last month.

John Dolensky, Fire Chief reported that this has been their busiest year ever as far as call volume. Calls for service are up by 338 calls compared to this date last year. He reported on stats for the last month.

Lael Stouffer, Road Superintendent explained that he has been working on a solution to correct our fuel tank issues. We are able to repair the tanks instead of replacing them which saves a considerable amount of money for the Township.

Fuel Tank Storage Repairs

Lael Stouffer explained that this motion is being requested to perform the necessary repairs to the township’s underground fuel storage tanks. The tanks have been tested and certified as approved

for use. The area of trouble is at the surface where the filling is performed. The requested cost is considered "not to exceed" and could potentially be less. Coventry road department will work with Fuel Equipment Maintenance to decrease the township's cost of repair by approximately \$ 10,000.

Jeff Houck thanked Lael Stouffer for looking into the issue. His involvement has saved the Township \$100k or more.

211209-02 Jeff Houck made a motion to approve \$ 6,300.00 to Fuel Equipment Maintenance Ohio LLC. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Mike Harrison, Zoning Inspector reported that he has issued 6 permits in the last month. There will be a rezoning request before the Zoning Commission on 12/21/21 and the next Board of Zoning Appeals hearing will be on January 4, 2022.

Anna Bryant, Administrator thanked the Fire Department, Sheriff's Office, and Pick's for all of their hard work on the Tree Lighting Event at the Clock Tower. She is looking forward to planning for next year and creating an annual community event.

Report by the Fiscal Officer:

Lori Seeman advised that the Board has received their Period to date financial reports. She requested approval of the following motions.

211209-03 Jeff Houck made a motion to receive all bills and salaries, warrant numbers 73518 to 73621 as certified by Fiscal Officer, Lori Seeman, and subject to audit. (A listing of the warrants will be made a part of these minutes.) Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

2022 Temporary Appropriations

211209-04 Jeff Houck made a motion to approve the 2022 Temporary Appropriation Resolution. (These are effective January 1, 2022 to cover routine operating expenses and payroll.) Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Grant Procurement Policy

211209-05 Edward Diebold made a motion to adopt the Procurement Policy for Federal Grants as instructed by the Auditor of State in relation to the American Rescue Plan funds received. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Fiscal Officer Resignation/Retirement

211209-06 Edward Diebold made a motion to accept Lori Seeman, Fiscal Officer, resignation. Lori will be retiring on 12/31/2021. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Lori Seeman stated that she is very thankful to have worked with everyone here. Jeff Houck thanked her for all she has done for the Township. Lori took on a monumental task when she was appointed and did a great job getting things straightened out. She will be missed.

Fiscal Officer Appointment

211209-07 Jeff Houck made a motion to appoint Dave Gissinger to Coventry Township Fiscal Officer as of 1/1/2022. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Jeff Houck introduced Dave Gissinger and explained that due to Lori's retirement, a new Fiscal Officer will need to be appointed to fill her remaining term. Dave will need to run for office in November to complete her unexpired term. Dave Gissinger thanked the Board for the opportunity.

211209-08 Edward Diebold made a motion to retain Lori Seeman as an hourly employee in the amount of \$30.00 per hour on an as-needed basis to help with the transition of the newly appointed Fiscal Officer, Dave Gissinger. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Reports by Trustees:

George Beckham commented on how well he thought the Clock Tower/Tree Lighting event went. He thought it worked out really nicely. He wished everyone a safe holiday.

Edward Diebold thanked everyone involved for the first effort with the Clock Tower Tree Lighting. He hat's off to Donnie Boyer and Pick's who really put a lot into the event. He felt it was well thought out and we will be getting together to plan for next year to create a community event. He hopes this continues to move forward. He reminded everyone of the Kiwanis Delivery deadline for gifts. He thanked Lori for all she's done. He knows she didn't want the Fiscal Officer position, but she stepped up and helped out when needed. The Seeman family is really what Coventry Township is all about. He wished everyone a happy and healthy holiday.

Jeff Houck thanked everyone as well for the tree lighting event. It was so nice to see so much of the community and he can't wait for next year. He's excited to be a volunteer elf this year for the Kiwanis Delivery. 2021 was a great year for the Township, we accomplished some good things and he really appreciates everyone's efforts.

211209-09 Jeff Houck made a motion to nominate George Beckham as Chairman of the Board of Trustees for 2022. Edward Diebold seconded the motion. Roll call: George Beckham, abstain; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 2-0.

211209-10 Edward Diebold made a motion to nominate Jeff Houck as Vice-Chairman of the Board of Trustees for 2022. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, abstain. Motion carried 2-0.

Public Comments:

- Josh Randles - 377 Dorwil Dr. - commented on how great the event was last weekend at the Clock Tower. Stated he is already looking forward to next year.
- Bink Gissinger - Farr Rd. - asked if there were going to be any COVID restrictions for the Kiwanis Delivery. Edward Diebold stated that it's at everyone's own discretion. He personally will not have restrictions for photos, but another Santa may.


Motion to Adjourn the Meeting:

Jeff Houck made a motion to adjourn the Regular meeting. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, abstain. Motion carried 2-0.

There being no further business the meeting was adjourned at 7:26 p.m.



Chairman



Fiscal Officer

