

**COVENTRY TOWNSHIP BOARD OF TRUSTEES**  
**Regular Meeting of May 13, 2021**

The Coventry Township Board of Trustees met in regular session on Thursday, May 13, 2021 at 7:00 p.m. in an online, public forum via Zoom Meeting due to COVID-19 restrictions.

**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**

**Announcement:** Jeff Houck announced that in-person public meetings will resume for the June 10<sup>th</sup> Board of Trustees Regular Meeting. He stated that he's excited to see everyone and hopes for more participation from the public.

**Old Business:**

**Approval of Minutes**

210513-01 Jeff Houck made a motion to approve and dispense with the reading of the minutes of the Regular Meeting and Workshop of April 8, 2021 and the Special Meeting of April 14, 2021. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

\*\*\*\*\*

**PUBLIC HEARING – Zoning Text Change**

- *Jeff Houck swore in anyone wishing to speak for or against the text change.*

**Proposed Text Change to Article 28 and Article 6.01 B7**

Mike Harrison explained that per Ohio Revised Code (ORC) 519.12, the Coventry Township Board of Trustees passed a resolution at the January 14<sup>th</sup>, 2021 regular meeting to initiate a process to revise Article 28.03 1B and Article 6.01 B7. The proposed text revisions would make the approval of Short-Term Rentals an administrative function of the zoning office versus the current process of requiring an approval by the Coventry Township Board of Zoning Appeals.

He went on to explain that at a public hearing on February 16<sup>th</sup>, 2021, the Coventry Township Zoning Commission approved a motion to present the proposed text revisions to the Summit County Planning Commission (SCPC) to seek their recommendation on the proposal. At the March 25<sup>th</sup>, 2021 monthly planning meeting, the SCPC approved a motion to recommend approval of the proposed text revisions. At a public hearing on April 20<sup>th</sup>, 2021, the Coventry Township Zoning Commission approved a motion to present the text revisions to the Board of Trustees for a final vote.

George Beckham stated that the current code puts the Township and the neighbors in a tough spot, both personally and legally. We are currently in one lawsuit with another one pending. Opinions don't count in the Court of Common Pleas. This is a "Not In My Backyard" issue. The Code will be the same, but administered by Zoning Inspector Harrison with the addition of neighborhood notice signs that we got from Hudson's code. We are continuing to review this as we move forward but feel this will put us in a better position in Court.

Edward Diebold stated that we started this process at Lisa Fouser's house over cheese and crackers and he understands everyone's concerns. We will get to a place where something works. This is a moving ball and we're not afraid to make changes and improve. He is proud of where we are at this point and also felt that the hearing process was not fair.

Jeff Houck agreed with everyone's comments. He asked if there was anyone wishing to speak either for or against the text change.

Lisa Fouser – former Peninsula Drive resident spoke about maintaining the integrity of the residents in the community. She has learned a lot through this process and is better because of it. She stated that it shows we do want to work together. We want these registered and operating with a permit and registered with the County. They need to be advertised correctly for parking and bedroom requirements. She feels we need to support Mike Harrison with a checklist to substantiate any disputes. She wants to keep our community at its best.

George Beckham stated that 30% of the Township’s properties are rental properties. We have discussed the permitting process and a lot of them are substandard housing that we don’t have the manpower to regulate.

Lisa Fouser stated she realizes that it’s really a County project to register all of the rental properties so they know who they’re pulling up to on radar to increase efforts.

210513-02 Jeff Houck made a motion to approve/deny/table a text change of the Coventry Township Zoning Resolution to Article 28.03 1B and Article 6.01 B7as follows:

- Article 28.03 1B - Delete text "Coventry Township Board of Zoning Appeals approval" to read "A permit will be issued by Coventry Township Zoning within 30 days of receipt of a complete short-term rental permit application, and:"
- Article 28.03 1B (c) – Add text: “Public Notice and Comment: The Township shall cause a temporary sign to be placed on the property which is the subject of the short-term rental application for the purpose of giving notice of the proposed short-term rental and soliciting public comment. The Township may use any public comment received for the purpose of assisting the Township’s evaluation of the short-term rental application’s compliance with Article 28. The temporary sign shall be placed on the property no less than fourteen (14) days before the short-term rental permit is issued by the Township. Any public comment received during this notice period shall be kept on file by the Township. The temporary sign notice requirements shall not apply to renewal applications.”
- Article 6.01 B7 "Short Term rentals" as listed as a Conditional Use would be moved to Article 6.01 A3 and listed as a Permitted Use per Article 28.

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

George Beckham noted that the text changes will be in effect in 30 days.

**END OF PUBLIC HEARING**

\*\*\*\*\*

**New Business:**

**2021 NOPEC Energized Community (NEC) Grant**

Anna Bryant advised that this grant is provided by NOPEC to help communities implement energy savings or energy infrastructure measures. This grant will help cover HVAC replacement in the Road Department.

210513-03 Edward Diebold made a motion to authorize the filing of an application for the 2021 NEC Grant for \$6,160.00 to be used towards the purchase and installation of a new energy efficient HVAC system in the Road Department. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Levy Issues**

Anna Bryant explained that the next motions will be to start the process of placing our Policing, Fire and EMS and Road Department levies on the November ballot. We are requesting the yield from the County Fiscal Officer for both replacements and renewals of the current levies to research our revenue options. The Board will then decide on the actual amount at the June meeting. She requested approval of the following:

### **Policing Levy – Request for Yield from the Summit County Fiscal Officer**

210513-04 Jeff Houck made a motion to approve a Resolution requesting the County Fiscal Officer to certify the yield for the Replacement of an existing 4 mills Policing Levy with an increase of 1 mill to be placed on the November 2, 2021 General Election. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

210513-05 Jeff Houck made a motion to approve a Resolution requesting the County Fiscal Officer to certify the yield for the Renewal of an existing 4 mills Policing Levy with an increase of 1 mill to be placed on the November 2, 2021 General Election. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Fire & EMS Levy – Request for Yield from the Summit County Fiscal Officer**

210513-06 Jeff Houck made a motion to approve a Resolution requesting the County Fiscal Officer to certify the yield for the Replacement of an existing 2.5 mills Fire & EMS Levy with an increase of 1 mill to be placed on the November 2, 2021 General Election. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

210513-07 Jeff Houck made a motion to approve a Resolution requesting the County Fiscal Officer to certify the yield for the Renewal of an existing 2.5 mills Fire & EMS Levy with an increase of 1 mill to be placed on the November 2, 2021 General Election. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Road Levy – Request for Yield from the Summit County Fiscal Officer**

210513-08 Jeff Houck made a motion to approve a Resolution requesting the County Fiscal Officer to certify the yield for the Replacement of an existing 2.5 mills Road Levy to be placed on the November 2, 2021 General Election. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

210513-09 Jeff Houck made a motion to approve a Resolution requesting the County Fiscal Officer to certify the yield for the Replacement of an existing 2.5 mills Road Levy to be placed on the November 2, 2021 General Election. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Reports by Department Heads**

**John Dolensky, Fire Chief** reported that the Fire Department administered 11 doses of Narcan over the last month. Discussion was held regarding staffing and retaining SAFER staffing. Passage of the fire levy will help solidify these positions so our new employees will have permanent positions once the grant funding runs out. He requested approval of the following motion:

#### **Fire Department - Full-Time Staffing**

John Dolensky explained that this is to fill the vacancy created by the resignation of Firemedic Hymes.

210513-10 Jeff Houck made a motion to reclassify Tyler Booth from Full-Time SAFER FireMedic to Full-Time FireMedic effective 05MAY2021. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Lael Stouffer, Road Superintendent** (excused) Jeff Houck reported that the road department is actively doing culvert repairs to get ready for road resurfacing. They will need to store culvert pipe at the road garage due to a supply shortage.

**Mike Harrison, Zoning Inspector** reported that he issued 16 permits over the last month and had 5 cases for the BZA Meeting last Tuesday. The Zoning Commission will meet next Tuesday and he is glad to hear Zoom meetings will be ending. Since he was hired, he hasn't had any in person meetings, so he's looking forward to it! He had John Sebe give an update on the progress at 604 Pear.

Mr. Sebe also brought up a number of items he would like to see improved throughout the neighborhood as far as road upgrades, curbs, and lighting. He wants to see the property conditions in the whole area improve. Brief discussion was held over dedicated vs. undedicated streets.

**Report by the Fiscal Officer:**

**Lori Seeman (out of town)** Jeff Houck noted that the Board's Period to Date Financial Reports are in their mailboxes.

210513-11 Jeff Houck made a motion to receive all bills and salaries, warrant numbers 72837 to 72947 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.

**Amendment to the 2021 Permanent Appropriation Resolution**

210513-12 Jeff Houck made a motion to approve a Resolution to Amend the 2021 Permanent Appropriations to add fund 2946 – Ohio EMS Grant in the amount of \$2,846.43. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Reports by Trustees:**

**George Beckham** stated he had no report.

**Edward Diebold** stated he had no report.

**Jeff Houck** reported that he has been listening to the County updates every two weeks. Donna Skoda from the Health Department advised that 45% of Summit County residents have received at least their first round of vaccinations, so it's going well. The CDC has had some recent updates as well as the State. As of June 2<sup>nd</sup>, all orders will be dropped. He stated that he is happy to start in-person meetings again.

**Public Comments:**

Dan Whisman – 3590 Birdland Ave.: followed up on a meeting held regarding the open way adjacent to his property. George Beckham stated that from his understanding leaving that meeting, that Mr. Whisman and Mr. Hinton were advised to get a survey done. Mr. Whisman stated that he has a survey already and will send it over.

**Executive Session**

Jeff Houck made a motion to adjourn to executive session to discuss personnel matters. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Adjourned to Executive Session at 8:04 p.m.  
Convened Executive Session at 8:04 p.m.

Edward Diebold made a motion to adjourn executive session. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Adjourned Executive Session at 8:31 p.m.  
Reconvened Regular Session at 8:31 p.m.

**Motion to Adjourn the Regular Meeting**

Jeff Houck made a motion to adjourn the regular meeting. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

There being no further business the meeting was adjourned at 8:32 p.m.



Chairman



Fiscal Officer

