

COVENTRY TOWNSHIP BOARD OF TRUSTEES
Regular Meeting of October 14, 2021

The Coventry Township Board of Trustees met in regular session on Thursday, October 14, 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:

Anna Bryant, Administrator made the following announcements:

- **Halloween Open House** – **SATURDAY, OCT. 23RD from Noon-3** Come see how we operate! Halloween contest for kids at 2:30 – Candy, fun for the whole family – equipment displays and demos by the Fire Department, Road Department and Sheriff's Office.
- **Trick-or-Treat** - **SUNDAY, OCT. 31ST from 5:30-8:30 p.m.** Please observe social distancing protocols as advised by the Summit County Health Department – those guidelines are posted on our website and Trick or Treat event page. Those wishing to participate should leave a porch light on.
- **Leaf Drop Off** - **SATURDAY, NOV. 6TH & SATURDAY, NOV. 20TH from 9:00 a.m. – 3:00 p.m. at COTTAGE GROVE PARK.** Residents only please – bagged leaves will only be taken during the specified collection times – PLEASE NOTE – tires will not be accepted at this drop off. Contact the Road Department to arrange a drop off time for tires. NO DUMPING.

Levy Ballot Language:

- Jeff Houck read the Issue 27 ballot language into the record as follows:
 - **ISSUE 27 – Policing Levy: (Replacement & Increase)** – A replacement of 4 mills of an existing levy and an increase of 1 mill, to constitute a tax for the benefit of Coventry Township for the purpose of **providing policing services** at a rate not exceeding 5 mills for each one dollar of valuation, which amounts to 50 cents for each one hundred dollars in valuation, for 5 years, commencing in 2022, first due in calendar year 2023.
- George Beckham read the Issue 28 ballot language into the record as follows:
 - **ISSUE 28 - Road Levy: (Replacement)** – A replacement of a tax for the benefit of Coventry Township for the purpose of **road improvement** at a rate not exceeding 2.5 mills for each one dollar of valuation, which amounts to 25 cents for each one hundred dollars in valuation, for 5 years, commencing in 2022, first due in calendar year 2023.

Jeff Houck noted that the improvements to the roads have been great over the last 5 years.

- Edward Diebold read the Issue 29 ballot language into the record as follows:
 - **ISSUE 29 – Fire Levy: (Replacement & Increase)** – A replacement of 2.25 mills of an existing levy and an increase of 1 mill, to constitute a tax for the benefit of Coventry Township for the purpose of **providing and maintaining fire apparatus, appliances, buildings, or sites therefor, or sources of water supply and materials therefor, or the establishment and maintenance of lines of fire alarm telegraph, or the payment of permanent, part-time, or volunteer firefighters, including the payment of the firefighters employer's contribution required under section 742.34 of the Revised Code, or to purchase ambulance equipment, or to provide ambulance, paramedic, or other emergency medical services operated by the fire department** at a rate not exceeding 3.25 mills for each one dollar of valuation, which amounts to 32.5 cents for each one hundred dollars in valuation, for 5 years, commencing in 2022, first due in calendar year 2023.

Edward Diebold explained that we are trying to keep up with inflation, so these levies will cover our projected costs of personnel and equipment for years 2023-2027.

Jeff Houck stated that we have increased staffing and passage of these levies would allow us to continue with that service.

Old Business:

Approval of Minutes

211014-01 Jeff Houck made a motion to approve and dispense with the reading of the minutes of the Regular Meeting and Workshop of September 9, 2021 and the Special Meeting of September 21, 2021. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, abstained (absent for 9/21/21 Special meeting); and Jeff Houck, yes. Motion carried 2-0.

New Business:

Administration Office Improvements

210114-02 Jeff Houck made a motion to approve a Blanket Certificate in the amount of \$30,000 to complete renovations of the Administration and Zoning Offices. 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

Deputy Bowen, Summit County Sheriff Representative reported that there were 944 calls for service in September bringing the year-to-date total to 7,629. It was a busy summer. Traffic totals for September were 59, with the year to date total of 608 and there were 28 arrests in September bringing the year to date total to 279. Jeff Houck stated that the numbers prove that service is needed and that traffic enforcement with the additional car we added is working.

John Dolensky, Fire Chief (absent – funeral) Jeff Houck explained that this motion allows the Chief to make the commitment to purchase these vehicles. They've been experiencing supply chain issues which will cause a delay in receiving them. These will replace our current ambulances which are over 10 years old. George Beckham stated that the Chief has been planning and saving for this replacement. Lori Seeman also stated that this cost was offset with COVID money, so that helped.

Ambulance Purchase

211014-03 Jeff Houck made a motion to authorize the fire chief to purchase two ambulances (with contract pricing) and to prepay fifty percent of the cost of each; the remaining balance not to be paid until delivery after the first of the year 2022 as determined by the fire chief in a total amount, not to exceed \$450,000.00 for two ambulances. 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 explained that road resurfacing has been completed. He explained the process of the fog seal and its purpose. Most residents don't like the loose gravel of the chip and seal so the fog seal helps lock down the gravel and dust, which eliminates a lot of complaints. He is happy with the results this year and will likely add it to all future road treatments. The road levy covers the cost of all of the pavement maintenance throughout the Township.

Road Department Roofing System

Lael Stouffer explained that the road department roofing system has reached the end of its useful life. The current roof was done with 25-year shingles, and some were lost in a storm. Wind damage insurance claim is funding the replacement.

211014-04 Edward Diebold made a motion to approve Legacy Roofing replace the road department building roofing system under contract price of \$ 19,976.30. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Tree Removal

Lael Stouffer explained that the removal of a cluster of trees overhanging the road garage and causing maintenance issues with the roofing system and gutters will be necessary before the new roof goes on the building.

211014-05 Jeff Houck made a motion to approve a blanket certificate in the amount of \$ 3,600 for tree removal. 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 21 zoning permits in the last month. The BZA has three cases scheduled on November 2nd, which will be held at the Community Center due to the election. He announced a vacancy on the BZA for an alternate member who will be appointed in December. Anyone

interested may submit a letter of interest to the Administration office. The Zoning Commission currently has two cases going before Summit County Planning so there will be no workshop in November.

Report by the Fiscal Officer:

Lori Seeman advised that the Trustees have received their period to date financial reports.

211014-06 Edward Diebold made a motion to receive all bills and salaries, warrant numbers 73321 to 73417 as certified by Fiscal Officer, Lori Seeman, and subject to audit. (A listing of the warrants will be made a part of these minutes.) George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Fiscal Officer

211014-07 Jeff Houck made a motion to approve the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Fiscal Officer for Tax Year 2021/Collection Year 2022. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Resolution for Advancement of Funds from the County Fiscal Office

This motion allows the Township to operate during the first quarter of 2022.

211014-08 Edward Diebold made a motion to approve the Resolution for Advancement of Funds for Tax Year 2021 from the County Fiscal Officer. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Administrative Assistant – New Hire

211014-09 Jeff Houck made a motion to rescind motion number 210909-11 hiring Erica Newton to the full-time position of Administrative Assistant. She declined the job offer due to personal reasons. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

211014-10 Jeff Houck made a motion to hire Coreina Spencer to the full-time position of Administrative Assistant at a salary of \$39,520.00. per year starting October 25, 2021. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Vacation Carry-Over – Road Department

211014-11 Edward Diebold made a motion to approve the carry-over of 76 hours of unused vacation time for Dan Yaros past his October 1st anniversary date, and .5 hours of unused vacation time for Logan Smith past his September 25th anniversary date. 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 followed up regarding the Board of Zoning appeals vacancy. Mike Pilo resigned after being a six-year member. He grew up out here and knows a lot about the area so he will be missed. Levies on the ballot will basically cover the cost of inflation. We are not expanding and will hopefully be able to do renewals down the road.

Edward Diebold stated that this levy cycle is always tricky with three levies on the ballot. This is what we need to run this place. We are lean and mean and he appreciates everyone's support. He announced that there will be a light up the Clock Tower event on December 5th sponsored by Pick's.

Jeff Houck stated that the levies are so important to our operation, he asked everyone to please vote yes. He has been so impressed with the improvements that have been made since he has been in office and hopes to be able to keep it up with everyone's support.

Public Comments:

- Violet Wamsley – 60 Weil: discussed an issue with the road where it meets her driveway and ditch, says she is concerned over the uneven surface being a trip hazard. Lael Stouffer explained that it sounds like a blending issue and he has it on a work order to be addressed.

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, yes. Motion carried 3-0.

There being no further business the meeting was adjourned at 7:41 p.m.


Chairman


Fiscal Officer