

**COVENTRY TOWNSHIP BOARD OF TRUSTEES**  
**Regular Meeting of April 14, 2022**

The Coventry Township Board of Trustees met in regular session on Thursday, April 14, 2022, at 7:00 p.m. in the Coventry Town Hall, 68 Portage Lakes Drive, Coventry Township, Ohio 44319.

**Call to Order:**

Chairman George Beckham 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**

**Retirement Announcement – Chief Dolensky**

George Beckham explained that Fire Chief, John Dolensky has announced his retirement effective Friday, April 15, 2022. John was first hired as a part-time firefighter in 1983, hired as a full-time FireMedic in 1989, then promoted to Shift Supervisor in 1994, Lieutenant in 1996, Captain in 2000, Deputy Fire Chief in 2009, and Fire Chief in 2012. He has served in many areas within the fire department prior to becoming the Chief as a rescue diver, equipment mechanic, public education officer, inspections officer, as well as training and operations officer. He also completed a degree in Fire Protection from the University of Akron and has additional specialized training in fire investigation, fire instructor, fire inspection, confined space rescue, leadership, supervision, emergency management, and incident command. He and his wife Peggy have seven children and he is looking forward to his retirement. We thank him for his service and wish him the very best for his future.

220414-01 George Beckham made a motion to accept the retirement of Fire Chief, John Dolensky effective April 15, 2022. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Interim Chief Appointment**

George Beckham Deputy Chief Rockich has been with the fire department since 1994, beginning as a dispatcher then hired as a part-time firefighter in 1996, promoted to full-time in 1997. He became a shift supervisor in 2001, promoted to Lieutenant in 2002, and Deputy Fire Chief in 2015. Adam is a graduate of the University of Akron with degrees in fire protection and criminal justice along with additional training in fire instructor, fire inspection, confined space rescue, leadership, supervision, emergency management, and incident command. Adam also serves the community as a rescue diver, dive team coordinator, public education officer, a member of the Summit County Special Operations Team, training coordinator, operations officer, and served on medical assignment to the U.S. Marshal during Hurricane Katrina. Adam will serve as the Interim Fire Chief until a Full-Time Fire Chief is named. The Board will announce an application process at a later date.

220414-02 Jeff Houck made a motion to appoint Deputy Fire Chief, Adam Rockich to the rank of Interim Fire Chief effective April 15, 2022. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Old Business:**

**Approval of Minutes**

220414-03 George Beckham made a motion to approve and dispense with the reading of the minutes of the Regular Meeting and Workshop of March 10, 2022, and special meeting of March 23, 2022. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**New Business:**

**2022 Mowing/Grounds Maintenance**

George Beckham announced that mowing proposals were received at 10:00 a.m. on Monday, April 4<sup>th</sup> as follows:

- Davey Tree \$4,755 (weekly) – x 30 mows = \$142,650
- Quality Landscape Services \$2,500 (weekly) – x 30 mows = \$75,000
- Bigfoot Mowing \$2,015 (weekly) – x 30 mows = \$60,450
- Ground Pro \$1,911 (weekly) – x 30 mows = \$57,330

Chris Haramis with Bigfoot Mowing, the second-lowest bid voiced his opinion that he should receive the job because he is a Township resident. Lael Stouffer explained that he checked the references and met with Ground Pro, the lowest bidder. He was satisfied with everything he heard and feels it will be a good fit. George Beckham explained to Mr. Haramis that he understands his concerns and will continue to receive nuisance mowing assignments from zoning. Edward Diebold stated if Ground Pro doesn't work out, he'll be next in line.

220414-04 George Beckham made a motion to approve a Purchase Order for the 2022 Mowing/Grounds Maintenance contract for up to 30 mows for the season to Ground Pro in the amount of \$57,330.00. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **I.T. Services - NMJ Technology**

George Beckham explained that this request will cover the majority of the Township's IT expenses for the year with NMJ technology.

220414-05 George Beckham made a motion to approve the encumbrance of funds in the amount of \$8,100.00 on a purchase order to NMJ Technology for all network, server, and IT services including software, hardware, security, and backup. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Entryway Awning Replacement**

George Beckham explained that the entryway awnings to the Administration Office and Fire Department need replacement. Bids were received as follows: Summit Awning Manufacturing Co. \$11,832; Portage Awning Co. \$10,200; South Akron Awning Co. \$8,350. Portage Awning is the original designer/installer for our existing canopy which has lasted for almost 30 years. He also noted that it won an award at the time for its design.

220414-06 George Beckham made a motion to approve the proposal by Portage Awning Company in the amount of \$10,200 for the purchase and installation of the stairway canopy and half barrel style awnings at the Administration Office and Fire Department building. Jeff Houck 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** explained that he works the Township's 40-hour car and is on duty from 1 p.m. to 9 p.m. In the month of March, there were 859 calls for service, with a year-to-date total of 2,477. There were 60 traffic citations in March with 146 to date. He discussed an issue with 4-wheelers and mini bikes at Ingleside Park. They've been trying to keep a presence over in that neighborhood and have also been keeping an eye on speed issues on N. Bender.

**Dave Koontz, Summit County Engineer Representative** reported that the requested highway easement was sent over to the Township. There was some discussion over needing both corners. He advised that the Surface Water District is moving along and they are getting ready to file the EPA MS4 annual report. George Beckham asked if S. Main Street will be resurfaced this year. He had seen something with it listed, but it hasn't been on the reports from the Engineers Office. Dave Koontz said he would look into it and let us know.

**George Fisk, School Superintendent** presented the "Journey of a Comet" project. He explained the process and the skills. He thanked everyone in the community that contributed.

**Adam Rockich, Interim Fire Chief** explained that over the last month he and John have been busy preparing for his retirement and the hand-off of duties for the office. There have been 575 calls to date which is up by 50 calls from last year. There were 243 alarms in March with 154 EMS and 89 fire or service related. He reported that Lt. Cyphert was able to get a joint equipment grant in collaboration with surrounding departments which will provide us with a new 3D camera. He advised that the Waterloo Road closure will affect response to that area. He is meeting with the City of Akron's Chief Vober to continue ongoing discussions on Mutual Aid.

### **Fire Apparatus Repair - Ladder 1**

Chief Rockich explained that we have emergency repairs due to damage that occurred to the apparatus while leaving a difficult fire scene. The back end of the ladder truck got stuck while leaving a fire scene in Barberton.

220414-07 Jeff Houck made a motion to approve a purchase order in the amount of \$3,707.95 made to Atlantic Emergency Services for repairs to Ladder 1 (1619). George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Fire Department Boiler Repairs**

Adam Rockich advised that one of the boilers has damage to the pressure chamber of the system. The boiler continues to go into error mode which has caused a no heat situation a couple of times at the fire department. Due to the types and age of the units, the recommendation is to replace both units at the same time, from two separate heating contractors. He stated that he received 3 quotes, two of which were within a few hundred dollars of each other.

220414-08 George Beckham made a motion to grant the Interim Fire Chief authority to move forward with emergency repairs to boiler systems that provide heat and hot water to the fire department side of the building. Amount not to exceed \$33,000.00. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Bluecoats, Inc. Fire Fitness & Training Grant**

Adam Rockich explained that Bluecoats Inc. is currently taking applications for grants to enhance training and fitness goals in police and fire departments. They are a local company that has taken an interest in supporting police and fire departments. The amount requested from Bluecoats is \$16,586.41. This has no department share involved. We could have shipping costs for some of the items and set-up costs to mount the interactive display. Rough estimates for shipping, mounting, and setup would be around \$1,400. The Fire Department would absorb these costs to aid in receiving the equipment grant.

220414-09 George Beckham made a motion to authorize the Interim Fire Chief to apply for a grant application to Bluecoats Inc., for training and fitness room upgrades in an amount not to exceed \$18,000.00. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **2022 Fire Department Physicals**

Adam Rockich explained that this is for the annual physicals per the labor agreement contract for firefighting personnel.

220414-10 George Beckham made a motion to approve a purchase order in the amount of \$4500.00 for Firefighter Physicals in 2022 with the company Lifescan. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Ambulance Billing and Collection – Lifeforce Management**

Adam Rockich explained that he is requesting a PO to cover the approximate amount that will be needed for the remainder of 2022 for ambulance billing collection fees.

220414-11 Jeff Houck made a motion to approve the 2022 encumbrance of funds on a purchase order for payment to Lifeforce Management for ambulance billing and collections services, at a rate of 7% for a total amount of \$18,000. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **EMS Supplies**

220414-12 George Beckham made a motion to approve the 2022 encumbrance of funds in the amount of \$5,000.00 on a Blanket Certificate for the purchase of emergency medical supplies supporting daily operations. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Fire Gear Washer and Dryer Purchase**

Adam Rockich explained that the manufacturers have had to have roughly a 20% increase in costs to manufacture and install the products since the time the equipment was quoted to apply for the grant in early 2021. The initial award was for \$22,600 with a township amount of \$1,130. Current cost is \$27,452 which breaks down to \$21,470 federal share, \$1,130.00 (5% township share), and \$4,852 overage.

220414-13 Edward Diebold made a motion to approve an overage for the AFG grant for a Gear washer and Dryer in the amount of \$4,852.00 for the Coventry Fire Departments' 2020 AFG grant award. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Fire Department Uniform Purchases**

George Beckham explained that one bulk order for employees reduces our cost per item by approximately 35%. The amount ordered by each individual employee will be deducted out of their clothing allowance for the year.

220414-14 George Beckham made a motion to approve 2022 Uniform job shirts, t-shirts, and hats custom printed for Fire Department employees, bulk order to Stitches and Screens not to exceed \$4,300.00. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Fuel Purchase – Fire and Road**

220414-15 Edward Diebold made a motion to approve a purchase order for the refilling of Underground Storage tanks for over-the-road diesel and unleaded gasoline to be delivered by Cuyahoga Landmark in the amount of \$10,000 to be split between road and fire funds. Jeff Houck 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 he is requesting his typical motions to cover expenses for the rest of the year. All of the requests were appropriated. They'll beginning to work on asphalt and culvert repairs as the weather allows.

### **Request for Engineering Assistance – Flynn/Boat**

Lael Stouffer explained that he is requesting assistance to have plans developed for the reconstruction of the storm sewer under Flynn Drive and Boat Drive to include road reconstruction as necessary. We did apply for a grant to cover this cost last fall, but it was not granted. The issue is complicated due to the location and depth of the storm sewer.

220414-16 Jeff Houck made a motion to request engineering assistance from the Summit County Engineer for the reconstruction of the storm sewer under Flynn Drive and Boat Drive to include road reconstruction as necessary. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **2022 Road Resurfacing**

Lael Stouffer explained that we will be resurfacing 7.73 miles of township roadways with this year's program.

220414-17 George Beckham made a motion to approve a blanket certificate in the amount of \$705,000 for road resurfacing. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **2022 Drainage Repairs**

Lael Stouffer explained that this request is for materials needed to perform drainage repairs within the township road easements.

220414-18 George Beckham made a motion to approve a purchase order in the amount of \$15,000 to Winwater. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Hot Mix Asphalt**

Lael Stouffer explained that this motion is to cover the purchase of asphalt used in road repairs outside of the road resurfacing project.

220414-19 Jeff Houck made a motion to approve a blanket certificate in the amount of \$10,000 for Hot Mix Asphalt. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Operating Supplies – Gravel/Limestone/Aggregate**

Lael Stouffer explained that this request will cover the purchase of materials used in road repair and culvert replacement.

220414-20 George Beckham made a motion to approve a blanket certificate in the amount of \$15,000 for gravel/limestone/aggregate materials needed for drainage improvements/repairs. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Equipment Rental**

Lael Stouffer explained that this BC will cover the cost of equipment rental and/or leases necessary for the performance of maintenance duties.

220414-21 Edward Diebold made a motion to approve a blanket certificate in the amount of \$15,000 for rents and leases. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Road Spoils Removal**

Lael Stouffer explained that all maintenance activities performed by the road department generate spoils that we have to pay to have removed from our yard.

220414-22 Edward Diebold made a motion to approve a blanket certificate in the amount of \$15,000 for spoils removal generated by maintenance activities. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Tree and Brush Removal**

Lael Stouffer explained that this is to cover general maintenance and emergency tree removal in Coventry Township road right of ways that are outside of the road department's capabilities.

220414-23 George Beckham made a motion to approve a blanket certificate in the amount of \$10,000 for the purposes of tree and brush removal. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Road Vehicle & Equipment Maintenance/Repair**

Lael Stouffer explained that this is to cover repairs and maintenance of all road department vehicles and equipment. This is in accordance with the previously approved appropriation schedule. He briefly discussed issues with the Township's aging fleet and the inability to replace trucks right now due to the chip shortage.

220414-24 Edward Diebold made a motion to approve a blanket certificate for repairs and maintenance of road department equipment in the amount of \$30,000. Jeff Houck 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 10 zoning permits since last month's meeting. The Zoning Commission will meet Tuesday, April 19<sup>th</sup> at the Town Hall to hear three rezoning requests. The Board of Zoning Appeals will meet on May 3<sup>rd</sup> at 6 p.m. He also announced that there will be an Earth Day Parks Litter Pick-Up on Saturday, April 23<sup>rd</sup> at 8:30 a.m. Anyone interested in participating can meet at the Town Hall to receive trash bags and instructions. He congratulated Chief Dolensky on his retirement.

**Anna Bryant, Administrator** announced the Spring Yard Waste events will be held on May 14<sup>th</sup> and May 21<sup>st</sup> at Cottage Grove Park from 9-3. She advised that she attended the executive all-hazards preparedness meeting earlier in the week and will be looking to coordinate future training with the Board of Trustees and the departments to review scenarios. She also announced that the Summit County Sheriff's Office will be taking over the Town Hall Building to re-establish a watch office in the Township. We are excited to have them located here again. She advised that all future township meetings will be held at the Community Center.

### **2021 OTARMA Renewal – Township Property & Liability Insurance**

Anna Bryant explained that we have received our renewal invoice for our Township Property & Liability Insurance for 2022-2023, effective April 28, 2022 in the amount of \$64,940. We will be receiving a capital distribution reimbursement of \$3,212.51 taking our actual cost down to \$61,727.49. We are working with our representative from Summit Insurance to further evaluate our coverages to see where we can continue to save.

220414-25 George Beckham made a motion to approve the Township Property and Liability renewal effective date of April 28, 2022, with the Ohio Township Association Risk Management Authority (OTARMA) through Summit Insurance in the amount of \$61,796.00. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Workers' Compensation Group Rating Program Renewal**

220414-26 George Beckham made a motion to renew the Township's enrollment with Sedgwick for the Ohio Township Association 2023 Workers' Compensation Group Rating Program with a total due of \$4,500.00, which is a 42% discount off of the annual group premium based on our Workers' Comp claim

experience (estimated savings of \$5,307). Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Sheriff's Office - Town Hall Use Agreement**

Anna Bryant explained that the Town Hall will be converted to a Sheriff's Watch Office pending final approval from the County. They will make interior renovations to include a holding cell and office. We appreciate their presence in the Township and are excited to once again have them here on our campus. All Township meetings will be moved to the Coventry Community Center beginning in May. We will be making some improvements to that building in order to accommodate this change and feel that it will be beneficial to the community.

220414-27 George Beckham made a motion to approve the use agreement between Summit County Sheriff's Office and the Coventry Township Board of Trustees to convert the Town Hall to a Sheriff's Watch Office effective May 1, 2022, or at the earliest date approved by Summit County Council and the Summit County Executive's Office. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Community Center Improvements**

Anna Bryant explained that we will be making some minor improvements including repair of the automatic doors, revised signage, table/chair carts, acoustic panels, lighting/electrical repair, etc.

220414-28 George Beckham made a motion to approve a blanket certificate in the amount of \$10,000 for improvements to the Community Center Building. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Report by the Fiscal Officer:**

**David Gissinger** advised that the period to date financial reports have been presented to the Board

220414-29 Edward Diebold made a motion to receive all bills and salaries warrant numbers 73931 to 74044 as certified by Fiscal Officer, David Gissinger, and subject to audit. (A listing of the warrants will be made a part of these minutes.) Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Drainage Repair Invoice - WinWater**

David Gissinger requested approval of a repair invoice above the Fiscal Officer's authorization threshold of \$2,500.00. Lael Stouffer explained that this was an emergency repair on Alfred Road.

220414-30 George Beckham made a motion to approve WinWater invoice number 01551601 in the amount of \$2,506.79. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Reports by Trustees:**

**Edward Diebold** advised that we are working on lining up park improvements and will be funding most of them with COVID money. He listed Ingleside Fencing repair, PLAY Center fencing repair, Lockwood Park improvements to fencing, tennis courts, and playground, as well as working with an architect on plans for a new fieldhouse at Logan Field. He explained that a lot of blood sweat and tears have gone into the existing building but it's time to bring it up to code. He stated that he's excited to put some money into our parks in an effort to keep our kids outside and playing.

**Jeff Houck** reported that he attended the County Health Department meeting regarding pandemic questions and mask requirements. He stated that it is going away, but we still have to be vigilant. He urged residents who are able to take boosters if they're available. He advised on the County's broadband effort and explained that community access to broadband is the overall goal and protection against cyber-attacks. There have been some setbacks with the process so the county is starting over with proposals. He will keep everyone informed of the progress. He thanked Chief Dolensky for his 39 years of service and for working with Adam to make the transition a smooth process.

### **Public Comments:**

- Chris Haramis - 286 Dorwil Dr.: he advised that Paul Neugebauer has a bad ankle so he hasn't been able to pick up litter as well. He wanted to know if the school could help at all. George Fisk stated that the Key Club could possibly get involved.

**Executive Session**

George Beckham made a motion to adjourn to executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Adjourned to executive session at 8:08 p.m.  
Convened executive session at 8:17 p.m.

**Discussion:**

**Motion to adjourn executive session:**

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

Adjourned executive session at 9:32 p.m.  
Reconvened regular session at 9:32 p.m.

**Motion to Adjourn the 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 9:32 p.m.

  
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Chairman

  
\_\_\_\_\_  
Fiscal Officer

