

COVENTRY TOWNSHIP BOARD OF TRUSTEES
Regular Meeting of March 9, 2023

The Coventry Township Board of Trustees met in regular session on Thursday, March 9, 2023, at 7:00 p.m. in the Coventry Township Community Center, 335 E. Willowview Drive, Coventry Township, Ohio 44319.

Call to Order:

Chairman Edward Diebold 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

Old Business:

Summit County Sheriff – Kandy Fatheree: gave a brief presentation on the activity of the Sheriff's office in Coventry Township for 2022. She outlined the services provided and stated her goals for improving the department in the future. She announced that there will be a grand opening of the Sheriff's watch office in the old town hall building on April 29th.

Approval of Minutes

230309-01 Jeff Houck made a motion to approve and dispense with the reading of the minutes of the Regular Meeting and Workshop of February 9, 2023. Edward Diebold seconded the motion. Roll call: George Beckham, abstained due to absence; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 2-0.

New Business:

2023 Permanent Appropriations Resolution

Edward Diebold noted that the department heads met with the Board this past Tuesday to finalize the budget. He thanked everyone for their hard work.

230309-02 Edward Diebold made a motion to approve the 2023 Permanent Appropriations Resolution. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Parks Levy – Ballot Language Revision

NOTE: ISSUE NUMBER ASSIGNED – COVENTRY PARKS AND RECREATION LEVY - ISSUE 1

Anna Bryant explained that last week she was notified by the Board of Elections that due to a statute change at the beginning of the year, we have a slight revision to our ballot language for the Parks Levy on the May 2nd ballot. The revision rounds the dollar amount to the nearest whole dollar, so it will be \$26 instead of \$26.26.

230309-03 Jeff Houck made a motion to approve a resolution confirming the revision of the ballot language as advised by the Secretary of State, for the proposed replacement and increase of the existing parks and recreation levy to be placed on the May 2, 2023, primary election ballot. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

NMJ Technology – IT Services

NMJ provides all of our IT support for our Township network and computers.

230309-04 Edward Diebold made a motion to approve a Purchase Order in the amount of \$7,024, to NMJ Technology for 2023 Township IT services. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Fuel Costs

This is to cover fuel costs to start off 2023 for both the Fire and Road Departments. A BC will give us the flexibility to change vendors if needed with the unknowns of fuel costs and vendor increases. We are currently migrating to a new vendor which has shown to give a slightly better trending of fuel costs. If anything would fall through with this vendor it would give us the ability to fall back to our old vendor.

230309-05 Jeff Houck made a motion to approve a blanket certificate in the amount of \$25,000 for Fire Department fuel costs. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

230309-06 Edward Diebold made a motion to approve a blanket certificate in the amount of \$25,000 for Road Department fuel costs. 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

Lt. Mike Lowe, Summit County Sheriff Representative: reported statistics for the last month and year-to-date numbers. He advised anyone who notices suspicious activity to contact the Sheriff's Office, they've had a lot of catalytic converter thefts lately.

Adam Rockich, Fire Chief reported 158 alarms in February, with total calls to date at 348, which is up by about 25 alarms over last year. The fire department responded to 9 structure fires in the last month. One of those incidents was at Kiwanis Towers. He noted that 20% of our current alarm totals were second or third alarms. Fire Department personnel just completed their ACLS training. Divers were also recertified. The dive team now also includes several sheriff's deputies as well. He noted that as the Sheriff mentioned in her report, Knox boxes are available to residents who would like to sign up. It's a very effective and beneficial program.

South Summit Council of Governments - Dispatch

Adam Rockich explained that the South Summit Council of Governments charges us a flat fee of \$19,822.50 per quarter. Services provided are 911 call-taking, EMD services, and radio dispatching of alarms.

230309-07 Jeff Houck made a motion to approve a Purchase Order in the amount of \$59,467.50 for dispatching fees to South Summit Council of Governments for dispatching services for the remainder of 2023. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Fire Department – Cellular Service

Adam Rockich explained that AT&T FirstNet provides our cellular access for mobile phones and iPads which are linked to our CAD system for alarm alerting and response.

230309-08 Edward Diebold made a motion to approve a Purchase Order in the amount of \$5,000 to cover cellular services from FirstNet (AT&T mobility) for the remainder of 2023. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Ambulance Billing – Lifeforce Management

Adam Rockich explained that Lifeforce Management provides ambulance billing services for the township. This amount is to cover their 7% fee of all funds recovered. Their services have increased collections by about 60%.

230209-09 Jeff Houck made a motion to approve a Purchase Order in the amount of \$25,000 for billing services provided by Lifeforce Management. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

State EMS Grant

Adam Rockich explained that funding from the State of Ohio is provided entirely from seat belt fines collected in Ohio. The deadline for the application is April 1, 2023.

230309-10 Edward Diebold made a motion to authorize the Fire Chief to apply for the 2023-2024 Training and Equipment Grant administered by the Ohio Department of Public Safety, Division of EMS. There are no matching funds required from Coventry Fire Department. These funds are made available to eligible EMS agencies in Ohio to purchase approved training and EMS equipment items. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

FEMA - 2021 AFG Grant – Excess Funds

Adam Rockich stated that through this grant, we were awarded the ability to install a vehicle source capture exhaust system with two drops in the extension of our bays. After the award, we had installers come in to

provide us with a final project based on the actual space that can be used. There are two ports in the bay for which we requesting this funding, but after restructuring, we will only be able to utilize one of the bays for a vehicle. The other bay will be utilized to store supplies and equipment needed for the station. Therefore, we no longer need to add a drop-down on the second bay unit. We were awarded a total amount of \$33,755.00 the revised project comes to \$21,098.52 which leaves us a balance of \$10,901.48. We need a motion to request permission from the grant administrator to purchase other much-needed equipment and PPE. The items we are requesting to purchase with these funds are:

- 1 Thermal Image Camera with charger = \$9,015.00;
- 1 Set of Turnout Gear (Coat and Pants) = \$1,886.18.

230309-11 Edward Diebold made a motion to authorize the Fire Chief to submit a request to use the excess funds from the 2021 Assistance to Firefighters Grant Program to purchase (1) Thermal Image Camera with charger and shipping for \$9,015.00 and partially purchase (1) Pair of Turnout Gear (Coat and Pants) for \$1,886.18. These funds will be 95% reimbursed by FEMA. The remaining balance of turnout gear (\$1,588.82) will be purchased from fire department funds. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

George Beckham asked how many thermal imaging cameras we currently have. Adam Rockich stated that we have 3. They have a 10-year lifespan and one of ours is over 10 years old.

Lael Stouffer, Road Superintendent stated that it's been quiet in his department with the mild winter they've not had much plowing work. He is hoping to get an early start on some drainage improvements.

Spoils Removal

Lael Stouffer explained that this is a routine expense. George Beckham asked if Butcher still comes out to our yard to remove it. Lael Stouffer stated yes.

230309-12 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.

Back-fill Material

Lael Stouffer explained that they use 304 limestone, 57 gravel, sand, bank run, topsoil etc.

230309-13 Edward Diebold made a motion to approve a blanket certificate for \$ 20,000 for construction backfill materials. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Drainage Repairs - Winwater

Lael Stouffer explained that Winwater is our local supplier of materials needed to perform drainage repairs within the township road easements.

230309-14 Jeff Houck made a motion to approve a purchase order in the amount of \$ 20,000 to Winwater for drainage repair supplies. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Road Maintenance – Full-time Hire

Lael Stouffer explained that this will fill the vacancy of the 4th member of the Coventry Road Department. Mr. Rohler has been a part-time truck driver/laborer for the Township since last fall.

230309-15 Edward Diebold made a motion to hire Scott Rohler as a full-time Road/Maintenance worker under the current wage and benefits schedule effective March 22, 2023. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Highway Easement Agreement – Canova Drive

Lael Stouffer explained that the County Engineer's Office drafted this agreement due to an issue with a curve in the roadway that was actually on private property.

230309-16 Jeff Houck made a motion to approve a Resolution authorizing the acceptance of a highway easement agreement for a certain part of Canova Drive with Steven M. and Patricia A. Wagner, and to authorize payment in the amount of \$1,878.00. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Anna Bryant, Administrator

PEBA - Medical Mutual Group Benefit Plan Renewal

Anna Bryant explained that the Township’s Medical Mutual Group Benefit Plan is up for renewal on April 1st. There will be 22% increase over last year’s premium. We did shop the marketplace this year due to the size of the increase and found that our Medical Mutual Plan was still our lowest comparable option. (last year’s increase was 4.88%)

230309-17 Edward Diebold made a motion to approve the renewal of the PEBA - Medical Mutual SuperMed Plus PPO Group Benefit Plan effective April 1, 2023 for a total premium cost of \$43,479.95. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Credit Card Use Policy

Anna Bryant explained that the Township has had a credit card use policy in place since 2011. This new policy updates credit card usage and oversight guidelines for house accounts and credit cards used by the Township for necessary purchases according to Ohio Revised Code section 505.64.

230209-18 Jeff Houck made a Motion to approve a resolution adopting an updated Township Credit Card Use Policy. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

2023 ReWorks Community Recycling Access Grant

Anna Bryant explained that this grant allows us to offer our spring and fall yard waste/leaf drop offs to residents.

230209-19 Edward Diebold made a motion to authorize the filing of an application to ReWorks for the 2023 ReWorks Community Recycling Access Grant for the total amount available of \$10,797.00 to be used for resident Yard Waste and Leaf Drop Off events, and to authorize Administrator, Anna Bryant to execute the agreement. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

2023 NOPEC Energized Community (NEC) Grant

Anna Bryant explained that this grant is provided by NOPEC to help communities implement energy savings or energy infrastructure measures. The current grant award is \$6,981 with an adjusted award amount remaining from 2022 in the amount of \$2,470 to be used to reimburse HVAC replacement costs that we incurred for the Community Center. Our replacement cost with Hybrid Heating and Cooling was \$19,692.00. The grant award brings the overall cost to the Township down to \$10,241.00.

230309-20 Jeff Houck made a motion to authorize the filing of an application for the 2023 NEC Grant for \$6,981 to be used to reimburse HVAC system purchases for the Community Center, and to authorize Administrator, Anna Bryant to execute the agreement. Edward Diebold 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 Period-to-date financial reports have been presented to the Board.

230309-21 Edward Diebold made a motion to receive all bills and salaries, warrant numbers 75049 to 75137 as certified by Fiscal Officer, David Gissinger, and subject to audit. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Debt Service Payment - IBH Property Note:

David Gissinger explained that this is to establish a Purchase Order for installments to be paid out of the General Fund Coventry- Akron JEDD Revenue to the City of Akron, as per the JEDD Amendment for the purchase of IBH property at the northeast corner of S. Main Street and Killian Road.

230309-22 Edward Diebold made a motion to approve a Purchase Order in the amount of \$ 40,000.00 for payment to the City of Akron toward our Debt Service Payment – IBH Property Note. 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 asked residents to report nuisance houses to the Township. He explained that it is a process to get rid of nuisance issues, but we stay on it and resolve them as quickly as possible. He congratulated the Parisos and everyone involved in the Polar Bear Jump, they raised \$175,000 for the Akron Rotary Camp and Ronald McDonald House. He commented that we are always seeking out grant funding to help offset our costs. He is proud of our department heads and appreciates the work they put into this effort. Lael is hiring a fourth guy to bring the Road Department back up to speed. We run lean and mean with a super dedicated crew and he is proud of where we are.

Jeff Houck advised that Holly Miller from the Summit County Executives Office has asked him to be on the Digital Inclusion Steering Committee, which coincides with the Broadband Loop so that everyone in the County will have access to the internet. He will be attending those weekly meetings over the next two months. He also attended a round table with Amelia Sykes whom he found to be very open-minded and focused on bringing federal programs to the local level.

George Beckham explained that he missed last month's meeting and wanted to mention that in January, the Greenbay Drive house was demolished. The neighbors are very happy with the outcome and we are seeking funding from the Summit County Land Bank to help offset the costs for the owner.

Public Comments:

- **Chuck Lyons – 860 Rood Drive:** gave a presentation on the intersection of Rood and Manchester Road. He presented concern over traffic congestion and increased issues if the proposed KFC is built at the corner. Additional traffic concerns including school traffic and speeding in the school zone was discussed.
- **Pastor Moses – Eagle Ministries - Rood Drive:** explained that their church operates a food pantry which already contributes to increased traffic on Rood Drive on the first and third Tuesday each month. He does try to direct people to the lower entry to the neighborhood as much as possible.
- **Michael Persichilli – Littledale Drive:** voiced concerns over the entry being directly across from the school, in the middle of the school zone. Mrs. Persichilli commented that no one pays attention and someone is going to get hurt.
- **Jason Morgan – 3066 Greer:** discussed concerns over people cutting through the neighborhood to go out that lower entry to turn left on Manchester Road. He stated that there are already a number of people who speed down his street when they can't get out at Rood and Manchester.
- **Barbara Mills – 886 Woodfield Drive:** stated that there are 72 homes in the allotment and only 13 people here tonight. This is a very dangerous area and she is surprised KFC is considering this location with the increased liability of the school zone. She wondered if it could be posted "no left turn" at Rood, as well as increased signage for the school zone.

A brief discussion was held and Edward Diebold stated that we will look into it and do what we can. George Beckham commented that there may be little we can do from a zoning standpoint, but ODOT will have to review where these entrances are.

- **Paul Neugebauer – PLAC:** announced the PLAC Run to the Beach on April 8th and litter pick-up on April 22nd. ODNR is looking for 5-acre parcels to put dredge spoils, which make for good topsoil.

Executive Session

George Beckham made a motion to adjourn to executive session for the purpose of discussing a personnel matter as well as preparing for IAFF contract negotiations, and potential litigation.

Adjourned to executive session at 8:36 p.m.

Convened executive session at 8:39 p.m.

Discussion:

Motion to adjourn executive session:

Jeff Houck 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 9:04 p.m.

Reconvened regular session at 9:04 p.m.

Discussion/Motions pertaining to Executive Session

Healthcare Supplement Benefit


A brief discussion was held over our current healthcare plan and a lack of coverage for mental health and substance abuse treatment.

230309-23 Edward Diebold made a motion to approve a one-time healthcare supplement benefit to be covered under the Township's Health Reimbursement Account (HRA) on an as-needed basis for any employee needing residential care for mental health and/or substance abuse. This benefit will cover up to 50% of the remaining total cost not to exceed \$30,000, after insurance or other supplemental payments. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

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 9:04 p.m.



Chairman



Fiscal Officer