

COVENTRY TOWNSHIP BOARD OF TRUSTEES
General Workshop of December 14, 2023

The Coventry Township Board of Trustees met for a General Workshop on Thursday, December 14, 2023 at 5:30 p.m. in the Coventry Township Community Center, 335 E. Willowview Drive, Coventry Township, Ohio 44319.

Chairman Edward Diebold will call the meeting to order and ask Administrator, Anna Bryant to record the following Trustees present: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, absent. Two Trustees were recorded as present.

Also in attendance were: Fiscal Officer, David Gissing; Fire Chief, Adam Rockich; Road Superintendent, Lael Stouffer; Zoning Inspector, Laura Cowles; and Summit County Engineer's Representative, Chuck Hauber.

Topics for Discussion:

1. Akron Water Line Extension – Chuck Hauber explained that they have received the City's drawings and they're under review. Lael Stouffer stated he is contacting Bob Geiser regarding storm culverts. There was some discussion over replacement materials and the County specs. Chuck Hauber will review the City's plans. We still need to develop a MOU for paving and cost share. We will also need to identify which roads will need to be completely repaved. Regarding the remaining community wells, George Beckham will identify and send a list of wells still on Township property to Emmaline. The Township will likely have to pay the cost to abandon those. There was a brief discussion over traffic control and inspection requirements.
2. Parks/Twp. Maintenance:
 - a. "Parks Advisory Committee": George Beckham explained that he has received 4 applicants and the deadline is tomorrow. He has also reached out to the youth sports organizations to see about any participation with their board members.
 - b. E. Res. Dam Improvements (CIP Funds): Anna Bryant explained that she had forwarded new drawings from Blue Grass Landscaping for the dam walkway. We are much closer as far as what we want in that space. She is waiting on cost estimates and will forward those as soon as she gets them.
 - c. Logan (ARPA Funds): Edward Diebold explained that the bid docs should be coming out soon.
2. Zoning
 - a. ZC & BZA – applicants: Laura Cowles stated that the deadline for applications is tomorrow and there are currently three applicants for two open seats.
 - b. 94 N. House – Junk Car Nuisance Abatement: Laura advised the Board that there is a motion to declare this property a nuisance, however, she asked if they would want to wait until after Christmas to send notice. The Board stated they could still make the motion and she could send the letter at her discretion since it states the owner has 14 days from the date of the letter.
 - c. Hearing on Regular Agenda: Laura Cowles advised that the rezoning application for the Hileman's on Ley Drive was recommended for approval by both the Zoning Commission and Summit County Planning.
 - d. Short-Term Rental Amendment: Laura Cowles stated that there is a motion to approve the changes to the zoning code for short-term rentals as recommended by Summit County Planning and the Zoning Commission. If approved, the code will take effect in 30 days. Discussion was held over current applications and if the new code would apply to them. Due to the timing, they would be under the existing code and not subject to the new distance regulation.
3. Fire Department: Adam Rockich explained that one of the old ambulances will be sent to auction under the motion we did at the beginning of the year. It will go to Edinburg. The other is being donated to the Sheriff's Office. We will just need a MOU for transfer of ownership.


4. Road Department

- a. New Hire & Part-Time Secretary position: Lael Stouffer explained that he has a candidate that he would like to hire for the full-time road maintenance truck driver position. Charlie Moon is currently with the Portage County Engineer's Office. He is looking to work for a smaller department, closer to home. He feels that Charlie will be a good fit. He would also like to make Tracy Spears a full-time secretary for the road department. She started in July and has essentially been working 40 hours a week, doing an amazing job. She's the best secretary he has had and he doesn't want to lose her. Her position and ability to do the job has freed him up to get a lot of other things done. George Beckham voiced his opinion that the Trustees should have more notice on changes like these as far as creating different positions. He didn't have any time to ask questions regarding job description, salary, etcetera. He stated he will defer to Lael, and doesn't want to manage his department but going forward he would like more notice. Lael Stouffer agreed that he should have sent more information out prior to yesterday. Anna Bryant explained that her position is not in the current non-contracted employee agreement, so there will be a motion to amend the agreement, adding the position which will be equal to the Administrative Office Assistant. She is making the same wage, but will now receive benefits.
 - b. Lower garage: Adam Rockich advised that it has been recommended we tear down this structure. We need to come up with a timeline
 - c. Roller/Grupe property: Lael Stouffer explained issues over the years with tree limbs falling on residential property from trees on the Township's property. He has a quote to have the trees removed.
5. Vaughn Rd. Property: Adam Rockich explained that it will cost too much money and take too much effort to burn the house for training. They will still be able to do some training on it before it's torn down. Lael Stouffer will get quotes for demolition.
6. PLD – Street Light Upgrades: Anna Bryant explained that she forwarded estimates to the Board on 12/13 to upgrade street lighting to LED. It looks like the quote is for all of the lights in the Township. We really would need to replace all of the Portage Lakes Drive decorative fixtures at the same time, and then could do the rest whenever they burn out at no cost.
7. OTA – Winter Conference – Feb. 7th-9th: Anna Bryant asked the Board if they would want to reschedule the regular meeting since it is during the conference. They were okay with leaving it on the 8th and any department head that wants to go to the conference can still go.

Motion to Adjourn the Meeting:

Edward Diebold made a motion to adjourn the General Workshop meeting at 6:52 p.m. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, absent. Motion carried 2-0.

There being no further business the meeting was adjourned at 6:52 p.m.



Chairman



Fiscal Officer