

**COVENTRY TOWNSHIP BOARD OF TRUSTEES**  
**Regular Meeting of November 9, 2023**

The Coventry Township Board of Trustees met in regular session on Thursday, November 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**

**Announcements:**

Edward Diebold made the following announcements:

- **Veteran's Day** – Township Offices Closed Friday. Thank you to all who have served and continue to serve our country.
- **Fall Leaf Drop-Off Event** - November 18<sup>th</sup> – 9 a.m. – 3 p.m. at Cottage Grove Park. Leaves must be bagged – Residents only.
- **Clock Tower Tree Lighting** - December 3<sup>rd</sup> from 5-7 p.m. This is our 3<sup>rd</sup> annual event and we are looking forward to it being bigger and better.
- **Zoning Board and PLAC Openings:** anyone interested in serving on one of our zoning boards or as a PLAC representative can send their letter of interest to Anna Bryant by December 15, 2023.

**Old Business:**

**Approval of Minutes**

231109-01 Edward Diebold made a motion to approve and dispense with the reading of the minutes of the Regular Meeting and Workshop of October 12, 2023 and the Special Meeting of October 26, 2023. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**New Business:**

**Clock Tower – Tree Lighting Event**

231109-02 Jeff Houck made a motion to approve a Blanket Certificate for \$5,000 to help cover operational expenses of the Clock Tower – Tree Lighting event on December 3, 2023. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Reports by Department Heads**

**Lt. Lowe, Summit County Sheriff Representative** reported 904 calls for service in October with a year-to-date total of 9,903 vs 7,106 last year. This year there were 46 accidents vs 59 last year at this same time. He attributed that to I-77 construction. Edward Diebold asked if there were any trends we should be aware of. Lt. Lowe stated there weren't any to note. OVI's are up this year thanks to some more proactive policing.

**Adam Rockich, Fire Chief** thanked all who attended the open house and 95<sup>th</sup> anniversary celebration. Mr. Wellock attended and donated the fire chief's emblem that belonged to his father, who was the Township's first Fire Chief. There were 182 alarms last month and we provided mutual aid to surrounding departments 13 times over the last month. Mutual aid was given to us 6 times.

**2024 State Fire Marshall MARCS Grant**

Adam Rockich explained that the Ohio Department of Commerce's Division of State Fire Marshal (SFM) offers grant funding in State Fiscal Year (SFY) 2024 for eligible recipients to purchase systems, equipment, and/or services that are a part of, integrated into, or otherwise interoperable with the Multi-Agency Radio Communication System (MARCS) operated by the State of Ohio for providing fire protection services.

The request is for the 28 department portable radios and 11 mobile radios @ \$5 per month per radio totaling \$2,340.

231109-03 Jeff Houck made a motion to approve a request to apply for the 2024 State Fire Marshal (SFM) MARCS Radio Grant for the reimbursement of MARCS Users Fees for Coventry Fire Radios on the MARCS Radio System. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **South Summit Central Dispatch – 2024 Q1 Dispatching Fees**

South Summit Council of Governments charges us a flat fee of \$19,907.50 per quarter. Services provided are 911 call-taking, EMD services, and radio dispatching of alarms.

231109-04 Edward Diebold made a motion to approve a purchase order in the amount of \$19,907.50 for dispatching fees to South Summit Council of Governments for the first quarter of 2024. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **BWC – Safety Intervention Grant**

Adam Rockich explained that BWCs Safety Intervention Grant program provides 3-to-1 matching funds up to \$40,000 to Ohio private and public employers covered by the State Insurance Fund who wish to purchase equipment to substantially reduce or eliminate injuries and illnesses associated with a particular task or operation. This motion is to use the remaining funds in the Ohio BWC Safety Intervention Grant to purchase a second battery-powered extrication combi-tool to be placed on the second med unit. Earlier this year, Coventry Fire purchased (2) Stair Chairs, Hose Roller, and a Combi-Tool (for the first out med unit) with the assistance of the \$40,000 BWC Safety Intervention Grant.

231109-05 Jeff Houck made a motion to approve a request to apply for the remaining funds in the Ohio BWC (Bureau of Workers Compensation) Safety Intervention Grant for a Battery Powered Extrication Combi-Tool costing \$15,095. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Laura Cowles, Zoning Inspector** reported that she has issued 10 zoning permits in the last month and sent out 7 code enforcement letters. Those numbers are down since we've finished the mowing season. BZA will meet on 12/5, with an application deadline of 11/17. Zoning Commission workshop will be 11/21 and we will have a public hearing regarding a rezoning request and text amendment at the next Trustees meeting. Jeff Houck commended Laura for her Zoning 101 classes. He stated he learned a lot, and is looking forward to the third and final class next week.

**Anna Bryant, Administrator** advised that she and Kelly Corbin have been working on copier and phone system contracts, our leases are up soon, so we are looking to see what our best options are going forward. She stated that the Christmas Tree lighting is coming together, she has been working with McKayla at Picks'. Our Road closure request was approved by the County and the F-permit paperwork has been signed and submitted. She stated that she is also working with Ohio Edison to take a look at some street lighting upgrades for Portage Lakes Drive. She'll have more information on that for the December meeting.

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

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

231109-06 Edward Diebold made a motion to receive all bills and salaries, warrant numbers 75824 to 75926 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.

### **Reports by Trustees:**

**George Beckham** thanked the public and Ed and Jeff for another 4-year term, stating he couldn't believe how fast the last 4 years went. Everyone is great to work with, and we get things done. He stated that back in the 90's Val Sawhill implemented a Parks Board. He announced that he would like to start it up again, so anyone willing to serve on that board may send their letter of interest to Anna Bryant.

**Jeff Houck** congratulated Dave Gissinger and George Beckham on their uncontested re-elections. He stated that he is glad they both decided to stay in office. He thanked the public for passage of Issue 5 and promised to be great stewards of that funding. He is looking forward to our beautiful Christmas Tree Lighting event and hopes everyone is able to attend. He stated to George Beckham that re-starting the parks board will be a great way to get the public involved.

**Edward Diebold** stated that passage of the Parks levy was a huge relief. We've just gotten started with minimal funding so it has taken a few years to save up to work on upgrades. It's needed to be done. Over the

last 30 years there has been minimal work put into these facilities. Our community needs safe places to play, and nice parks bring in young families. He thanked Anna Bryant for PR work and to the Board for their work spreading the word as well. The Tree lighting is a beautiful event and he's glad that Donnie Boyer pulled himself and Anna Bryant in on it a few years ago when it started. The Open House was great. It's nice to bring the community in to see what we do. We have awesome employees who do a lot. We have no room for slackers, we are a family and we expect a lot from our people. He congratulated Dave and George and wished everyone a Happy Thanksgiving.

**Motion to Adjourn the Regular Meeting:**

Edward Diebold made a motion to adjourn the Regular meeting. Jeff Houck 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 7:23 p.m.



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Chairman



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Fiscal Officer