

COVENTRY TOWNSHIP BOARD OF TRUSTEES
Regular Meeting of October 12, 2023

The Coventry Township Board of Trustees will meet in regular session on Thursday, October 12, 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 as present.

Pledge of Allegiance

Announcements:

Edward Diebold made the following announcements:

- **Parks Levy – Replacement – Issue #5:** November 7th Ballot. This parks levy expires at the end of this year – without passage, we will not have parks funding for the Township.
- **Township Halloween Open House & Fire Department 95 Year Celebration – Saturday, October 28th from Noon-3:** All Township services and equipment will be on display. We will have activities for the kids along with refreshments, candy and a costume contest at 2:00.
- **Township-Wide Trick-or-Treat: Sunday, October 29th, from 5-7**
- **Fall Leaf Drop Off Events –** November 4th & November 18th – 9am – 3pm at Cottage Grove Park. Leaves must be bagged – Residents only.

Old Business:

Approval of Minutes

231012-01 Jeff Houck made a motion to approve and dispense with the reading of the minutes of the Regular Meeting and Workshop of September 14, 2023. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

New Business:

Unite Us – Referral Platform

Anna Bryant explained that Unite Us is a referral platform created to help residents get assistance from participating agencies within the County or State of Ohio. By joining the network, we will be better able to follow up on the referrals and better assist residents in the Township by making sure they get the assistance they need.

231012-02 Edward Diebold made a motion to authorize Administrator, Anna Bryant to execute the partner registration form to join the “Unite Us” referral network with Summit County at no cost to the Township. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Lockwood Park – Fencing Replacement

The estimate for 480 linear feet of 10-foot high, PVC-coated chain link fence with gates is \$38,000.00. We currently have 34,646.51 remaining on our project BC for the Lockwood Park Renovation. Due to other factors, including a retaining wall that we were not anticipating, additional funds are needed to cover this cost. The following request is for a purchase order to cover the remaining balance.

231012- Jeff Houck made a motion to approve a purchase order in the amount of 3,323.49 to Sentry Fence to cover the remaining balance needed to furnish and install 480 linear feet of 10-foot high chain link fence with gates to enclose the Lockwood Park pickleball/tennis courts. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Parking Lot Railing Replacement

The metal railing that blocks the top of the retaining wall in the Administration/Fire Department parking lot is rusting through and needs replaced. We received three quotes as follows:

- Glas Ornamental Metals - \$8,500
- Castle Railings - \$14,850
- Brughardt Metal Fabricating - \$27,975

Anna Bryant explained that Mr. Ott met with all three companies and recommended Glas Ornamental Metals – which is a local company (Barberton), that will fabricate and install a new picket-style black metal railing, secure it in the existing cement (vs metal plates with bolts), and offered the lowest estimate.

231012-04 Edward Diebold made a motion to approve a purchase order in the amount of \$8,500.00 for Glas Ornamental Metals to furnish and replace the metal railing at the Administration/Fire Department parking lot per their estimate G13179. 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 stated that it has been a busy month, they've seen an increase in traffic crashes. The SWAT truck and Bomb Squad will be at the Township Open House on the 28th.

Chuck Hauber, Summit County Engineer Representative reported that there was an issue in the area of N. Gregg and Alfred Road with someone excavating, causing a water issue for another resident. He explained that he contacted Laura Cowles and a stop work order was issued. The Eastern Rd. culvert will be done by the end of October. Swartz Road resurfacing is ahead of schedule and will be wrapping up soon. He has also met with Township officials over the last month regarding sidewalk grants as well as the Akron water line extension project.

Adam Rockich, Fire Chief reported 1,701 alarms to date, with 208 in the last month. There were 26 times in the last month that crews were responding to multiple alarms, with six times that they handled three alarms at once. The staff is doing a great job responding off-duty. They have also been attending a resilience class on how to bounce back from stressful situations. That class is being funded by COVID money and is to be used for peer support and education. This past Sunday Coventry Fire responded to a mutual aid structure fire for Green. We were first on the scene and made a significant stop at a lakefront house. He invited everyone to attend the 95th anniversary celebration of the Fire Department. They will be recognizing retirees and will have photo archives on display.

New Ambulance – Final Payment

Adam Rockich explained that this will be the second payment to pay off our new wheeled coach ambulances that will be arriving in the next couple of weeks. These ambulances were ordered in September of 2021 and are replacing our 2011 Crestline Ambulances. Due to delays from the pandemic, they are roughly a year behind schedule. Currently, our ambulances are scheduled to arrive on October 31st, at the dealer with an anticipated delivery date in the first two weeks of November. These units will need final outfitting once we have them in our possession and are roughly scheduled to begin responding to calls in December of 2023.

231012-05 Jeff Houck made a motion to approve a purchase order in the amount of \$196,708.00 to Burgess Ambulance Sales, for the final payment of our 2023 Wheeled coach ambulances. These funds have been previously appropriated. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Establishment of Fire Lanes

George Beckham explained that the Board asked Chief Rockich to do a review of streets in the area of the community well. Many of these streets are narrow with dead-ends and have had parking issues. It has been determined that access to the following roadways would be difficult for fire and emergency response apparatus to respond with vehicles parked on either side of W. Pace Avenue, W. Olden Avenue, W. Rhine Avenue, Snow Avenue, and Cargo Avenue. A “No Parking Fire Lane” will prohibit all parking on these roadways.

231012-06 Edward Diebold made a motion to approve a Resolution establishing a No Parking – Fire Lane on both sides of W. Pace Avenue, W. Olden Avenue, W. Rhine Avenue, Snow Avenue, and Cargo Avenue in the Shore Acres Allotment and to direct the Fire Chief to erect “No Parking Fire Lane” signs in accordance with Ohio Fire Code 503.3. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Lael Stouffer, Road Superintendent (No report)

Laura Cowles, Zoning Inspector (absent due to illness)

Anna Bryant, Administrator requested the following motions:

Advertising Expense

231012-07 Jeff Houck made a motion to approve a purchase order in the amount of 3,398.40 to the South Side News Leader for Levy informational advertising. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

ReWorks Leaf Drop Off – Mulch Makers

Anna Bryant explained that every year we receive grant funding from the Reworks Community Access Recycling Grant to cover the cost of this event. Contracting with Mulch Makers as well as any overtime our Road Department staff incurs will be reimbursed.

231012-08 Edward Diebold made a motion to approve a purchase order in the amount of 5,000.00 to Mulch Makers of Ohio for 2 semi-trucks and personnel for our November 4th and November 18th leaf drop-off events. This cost will be reimbursed by the 2023 Reworks Community Recycling Access Grant. 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.

231012-09 Jeff Houck made a motion to receive all bills and salaries, warrant numbers 75746 to 75823 as certified by Fiscal Officer, David Gissinger, and subject to audit. (A listing of the warrants will be made a part of these minutes.) Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

Vacation Carry-Over - Yaros

Edward Diebold commented that Danny was not able to use all of his vacation do to staffing so we are happy to let him roll the hours over.

231012-10 Edward Diebold made a motion to allow Road Foreman, Dan Yaros to carry 80 hours of vacation past his October 1st 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 reported that he has been working on a grant application for sidewalks to connect our existing Portage Lakes Drive sidewalk to the schools. He also met with the Trustees, the EPA, and Akron Water to discuss community wells in the area. The Akron Water Line Extension Meeting is next Wednesday. He encouraged any residents or property owners in the project area to attend for additional information. The cost is a little more than they originally quoted, but it will include service directly to the house.

Jeff Houck stated that last month a gentleman brought to our attention that a flag that had been placed at the S. Main Street/Portage Lakes Drive intersection was illuminated improperly. He stated that there is no electric in that area and he would not be in favor of having it removed. Issue 5 for our Parks is on the November 7th ballot. He stated that we really need everyone's support in passing this. Anyone interested in a yard sign can contact him or the other Trustees. He stated that he is looking forward to the Township Open House and 95th Anniversary celebration for the Fire Department on October 28th.

Edward Diebold thanked Chief Rockich and Lt. Langenek as well as the Portage Lakes Ducks for their donation of AED Units to all of the local restaurants/bars on the lakes as well as the Sheriff's marine patrol. The Ducks purchased the units and Chief Rockich and Lt. Langenek offered training to staff. He noted that this is our last chance to pass this Parks levy. He urged everyone to take a look at our parks and see the progress that is underway. It takes a while to tackle these large projects but our parks are important to our community. They're important to families. He stated that he attended the State of the County address earlier today and he plans to also attend the water line meeting next Wednesday, here in the Community Center at 6 pm.

Public Comments:

No comments from the public.

Executive Session

Edward Diebold made a motion to adjourn to executive session to consider the purchase of property for public purposes, and the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0

Adjourned to executive session at 7:27 p.m.

Convened executive session at 7:32 p.m.

Discussion:

Motion to adjourn executive session:

Jeff Houck made a motion to adjourn the executive session.

Adjourned executive session at 7:42 p.m.

Reconvened regular session at 7:42 p.m.

Discussion/Motions pertaining to Executive Session

Property Purchase - 171 Vaughn Rd.

231012-11 Jeff Houck made a motion to authorize Attorney, Irv Sugeran to draft a purchase agreement between the Coventry Township Board of Trustees and Mr. and Mrs. Crawford for the purchase of real property at 171 Vaughn Road for \$200,000.00. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.


Halcyon Drive

The Board advised Administrator, Anna Bryant and Township Counsel to draft a letter to Mr. Clem advising that the Township does not have any ownership of the property between his house and N. Reservoir, so we are unable to grant permission to purchase, or otherwise.


Motion to Adjourn the Regular 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 7:43 p.m.



Chairman



Fiscal Officer