

**COVENTRY TOWNSHIP BOARD OF TRUSTEES**  
**Regular Meeting of March 14, 2024**

The Coventry Township Board of Trustees met in regular session on Thursday, March 14, 2024, at 7:00 p.m. in the Coventry Township Community Center, 335 E. Willowview 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**

**Summit Soil and Water Conservation District Presentation**

Natalie Schroder presented the SSWCD annual theme, how residents can get involved with stormwater management and backyard conservation efforts. She explained her role with SSWCD as an education/outreach specialist as well as current grant opportunities available to residents, newsletters, and watershed clean-up events that are coming up. George Beckham asked about the surface water fee schedule. Ms. Schroder explained that this is a fee that starts in 2025 through the Summit County Engineer's Office and will be charged as a utility by acre of property. It was created to meet EPA requirements throughout the County.

*(This will fulfill our public meeting/education requirement under our MS4 Permit.)*

**Old Business:**

**Approval of Minutes**

240314-01 Jeff Houck made a motion to approve and dispense with the reading of the minutes of the Special Meeting of February 6, 2024, the Regular Meeting and Workshop of February 8, 2024, and the Special Meeting of February 27, 2024. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**New Business:**

**Proclamation – 150<sup>th</sup> Anniversary of the Akron-Summit County Public Library**

George Beckham announced that the Coventry Township Board of Trustees proudly proclaims that March 15, 2024, be officially recognized as "Akron-Summit County Public Library Day" in Coventry Township in honor of its 150th Anniversary and that we commend and celebrate the Akron-Summit County Public Library for its remarkable contributions to our community, its enduring legacy of service and excellence, and its unwavering commitment to enriching the lives of all those it serves.

**2024 Permanent Appropriations Resolution**

George Beckham explained that our appropriated budget for this year is \$11,900,000. We spend a lot of time going over every aspect of this each year.

240314-02 George Beckham made a motion to approve the 2024 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 – Lockwood Park Playground Equipment**

Jeff Houck explained that this new equipment will replace the 30-year-old set that was removed from the park a year ago. This project will be finished this summer.

240314-03 Jeff Houck made a motion to approve the purchase of playground equipment as quoted by DWA Recreation/Gametime in the amount of \$32,585.52 for Lockwood Park. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

## **Parks – Portage Lakes Dam Walkway**

Anna Bryant explained that this cost will be reimbursed by the State through Capital Improvement Project (CIP) funds.

240314-04 George Beckham made a motion to approve a blanket certificate in an amount not to exceed \$250,000 to cover the installation of a crushed limestone walkway, landscaping and related components as designed by Bluegrass Landscape & Design on the Portage Lakes Drive East Reservoir Dam area. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

## **NMJ Technology IT Service**

George Beckham explained NMJ technology provides IT and web security for the township computers. Network support/ IT backups & Security. Hardware and software systems management.

240314-05 George Beckham made a motion to approve a purchase order for \$10,500 to NMJ Technology IT services for 2024. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

## **Silco Fire & Security Monitoring**

George Beckham explained that this covers fire alarm monitoring at four buildings and burglar alarm monitoring at 3 of the 4.

240314-06 George Beckham made a motion to approve a purchase order for \$2,796 to Silco Fire and Security for burglar and fire alarm monitoring at all township buildings. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

## **Connect Church 5k Fundraiser**

Jeff Houck explained that this is a request for road closures for a 5k race fundraiser for Connect Church on Killian Road. The race will temporarily close portions of Conlin Drive and Jarvis Road from 8 a.m. to 9 a.m. on Saturday, April 20<sup>th</sup>. Approvals from both the City of Green for their portion of Jarvis Road and traffic control support from the Summit County Sheriff have been received.

240314-07 Jeff Houck made a motion to approve a request for the temporary closure of portions of Conlin Drive and Jarvis Road within the Coventry Township limits for a 5k race beginning at Connect Church, 578 Killian Road, Coventry Township, Ohio on April 20, 2024 between the hours of 8:00 a.m. and 9:00 a.m. Edward Diebold 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 that they are preparing for the April 8<sup>th</sup> eclipse and asked if the Township had any planned events they should be aware of. Marine patrol will be out on the lake. He listed stats for the last month and stated there was nothing too major going on. George Beckham asked if there was anything new regarding the after-hours club issue on S. Arlington. He stated he hadn't heard anything. Adam Rockich advised that the FD inspected the along with the Health Department and Sheriff's Detective and everything was compliant.

**Adam Rockich, Fire Chief** reported 427 calls to date. They responded to 135 first alarms, and 28 second alarms in the last month. He has noted an uptick in overdoses/Narcan use this last month. He also reported that our arson investigators assisted with a case in Springfield and were able to convict the suspect. He asked residents to please wear appropriate eye protection for the eclipse. They are anticipating issues on I-77 with the possible influx of people, our population could double for the day so please be aware.

## **Fire Department – Utility Vehicle Purchase**

Adam Rockich explained that this vehicle will replace the current Chief's vehicle as the primary response vehicle for the Fire Chief. The 2018 Tahoe will be used by the department's second in command for on,

and off-duty response to alarms. In the 2023 call-back year, CFD had 325 requests for off-duty personnel to respond to incidents. This is almost one call per day.

240314-08 Jeff Houck made a motion to approve the purchase of a 2023 Expedition Chase vehicle from Montrose Ford for \$53,748.00. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Fire Department – New Vehicle Upfitting**

Adam Rockich explained that this money will cover the costs of graphics, emergency lighting, installation, and interior components for the 2023 Expedition.

240314-09 George Beckham made a motion to approve a BC in the amount of \$15,000 for graphics, equipment, and related emergency response components for a new Fire Department Chase vehicle. Jeff Houck 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 advised that Lifeforce Management provides ambulance billing services for the township. This amount is to cover their 7% fee of all funds recovered. Ambulance and fire billing revenues are up around \$80,000, which is very good. He attributes that to more specific billing being turned in to the billing company.

240314-10 Jeff Houck made a motion to approve a PO in the amount of \$25,000 for billing services provide by Lifeforce Management. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Fire Department - Fuel**

This is to cover the Fire Department's share of fuel costs for 2024.

240314-11 Edward Diebold made a motion to approve a BC in the amount of \$20,000 for the Fire Department's share of fuel costs. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Garage Door Replacement**

Adam Rockich explained that this is to replace roll-up bay doors and openers under the administrative building, at the rear of the fire department, and the maintenance bays under the Sheriff's office. These will be energy-efficient insulated doors, with new electric door closures. Currently only one of the doors under the sheriff's office has an opener, (back injuries). This cost will be partially reimbursed through the NOPEC NEC Grant this year and for the next two years.

240314-12 Edward Diebold made a motion to approve a BC in an amount not to exceed \$73,500 to Action Door Company for the replacement of 9 garage doors and openers. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Fire Department – AT&T Mobility Services**

Adam Rockich explained that AT&T Mobility provides cellular access for mobile phones and IPADS which are linked to our CAD system for alarm alerting and response. Internet service for the FD and landline phones.

240314-13 Jeff Houck made a motion to approve a PO in the amount of \$7,000 to cover Fire department cellular services, internet and emergency phone lines from AT&T for 2024. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Lael Stouffer, Road Superintendent** advised the Board that the Summit Soil and Water Conservation District conducted a "good housekeeping" inspection last week and found us to be in total compliance. They found no issues, which is good news. The road department has completed their annual sign inventory and work orders for drainage work are filling up. They are actively starting drainage work. He commented that it was a very light season as far as salt usage. We only used 300 tons of salt which is a quarter of what we used compared with the beginning of his career over 20 years ago.

### **Road Department - Fuel**

This is to cover the Road Department's share of fuel cost for 2024.

240314-14 Jeff Houck made a motion to approve a BC for Road Dept Fuel in the amount of \$20,000. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Mowing – Ground-Pro 2024**

- S. Main & Killian 30 x \$136.00 = \$4,080
- Pleasant Valley 15 x \$200 = \$3,000
- Lockwood Cemetery 30 x \$350 = \$10,500

Total amount: \$17,580.00

George Beckham noted that the Township mows the parks and we hire a private company to do the cemeteries.

240314-15 George Beckham made a motion to approve mowing services for S. Main & Killian, Pleasant Valley Cemetery, and Lockwood Cemetery by Ground-Pro, Inc. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Asbestos Remediation – Cardinal Group**

George Beckham explained that the Township purchased the buildings next to Logan Field to tear down and build a new road garage. Lael Stouffer explained that we have been trying to get that property for about 30 years. We will clean it up. This motion is for asbestos remediation of the structures before demolition can be done.

- Asbestos remediation of vermiculite at the north structure @171 Vaughn Rd - \$2,400.00.
- Asbestos remediation of textured ceilings and duct at the main structure @ 171 Vaughn Rd- \$4,200.00.

Total amount: \$6,600.00.

240314-16 George Beckham made a motion to approve a purchase order to Cardinal Group in the amount of \$6,600.00 for asbestos remediation at 171 Vaughn Rd. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Backfill Material**

240314-17 George Beckham made a motion to approve a blanket certificate in the amount of \$20,000, for all backfill material necessary for all road dept operations.

### **Safety Signs**

Lael Stouffer explained that this request is to provide materials as needed for sign repair and replacement.

240314-18 Jeff Houck made a motion to approve Blanket Certificate for regulatory and Safety Signs as well as related materials for \$10,000. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Barberton Tree**

Lael Stouffer stated that the is proactively removing trees where needed on township property and in rights of way where there are issues. We are often inundated with trees, which is apparent after storms come through. George Beckham explained that tree removal is needed at Pleasant Valley Cemetery and the Township-owned property located between Portage Point and Ponciana Dr. There are 5-6 trees that need to be taken down.

240314-19 George Beckham made a motion to approve a purchase order to Barberton Tree Service in the amount of \$10,250.00 for tree removal on township properties. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **Road Department Vehicle and Equipment Repairs & Maintenance**

Lael Stouffer explained that this is a request to cover repairs and maintenance of all road department vehicles and equipment. This follows the previously approved appropriation schedule.

240314-20 George Beckham made a motion to approve a blanket certificate for repairs and maintenance of road department vehicles and equipment in the amount of \$20,000. 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 issued 5 permits in February, sent 6 code enforcement letters and has already issued 13 permits in the month of March. Construction is picking up. There will be an April 2<sup>nd</sup> BZA hearing with a deadline for applications tomorrow, March 15<sup>th</sup>. The Zoning Commission meeting has been moved to Wednesday, March 20<sup>th</sup> due to the primary election on the 19<sup>th</sup>. She thanked Deputy Gorham for his assistance with zoning violations and also the Summit County Health Department has been very helpful with inspections and clean-ups. Both have been very supportive of her efforts.

**Anna Bryant, Administrator** requested approval of the following motions:

### **2024 NOPEC Community Sponsorship Grant - Tree Lighting Event**

Anna Bryant explained that this grant is provided by NOPEC to sponsor a community event that is free and open to all residents. We are applying for \$750.00 in available funds to be used toward our Annual Christmas Tree Lighting event. These funds are determined by the average number of enrolled electric and/or gas accounts within the Township.

240314-21 Jeff Houck made a motion to authorize the filing of an application for the 2024 NOPEC Community Event Sponsorship Program for \$750.00 to be used toward the Township's Annual Christmas Tree Lighting event. Edward Diebold seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **2024 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 \$6463 with an adjusted award amount remaining from previous years in the amount of \$9,481 to be used toward the Fire Department Garage Door replacement project to help offset our costs.

240314-22 George Beckham made a motion to authorize the filing of an application for the 2024 NEC Grant for \$6,463 to be used toward the Fire Department Garage Door Replacement Project. Jeff Houck seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **PEBA - Medical Mutual Group Benefit Plan Renewal**

Anna Bryant advised that the Township's Medical Mutual Group Benefit Plan is up for renewal on April 1<sup>st</sup> and this year we will see a 13.09% (last year was 22%). We did shop the marketplace with Anthem coming in at a 21.71% increase and UHC ACA at a 67.5% increase. Aetna and UHC MEWA declined to quote.

240314-23 Jeff Houck made a motion to approve the renewal of the PEBA - Medical Mutual SuperMed Plus PPO Group Benefit Plan effective April 1, 2024, for a total premium cost of \$47,406.77. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

### **ReWorks - Community Recycling Access Grant**

240314-24 George Beckham made a motion to authorize the filing of an application to ReWorks for the 2024 ReWorks Community Recycling Access Grant for the total amount available of \$10,814.00 to be used for resident Yard Waste and Leaf Drop Off events, 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 the Period-to-date financial reports have been presented to the Board

240314-25 George Beckham made a motion to receive all bills and salaries, warrant numbers 76220 to 76310 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:**

**Edward Diebold** noted that the Polar Bear Jump raised 160k for the Akron Food Bank. He reminded everyone of the March primary election coming up this Tuesday, March 19<sup>th</sup>. He urged everyone to get out and vote. We are busy working on finishing up park projects this year. We will be focusing on completing the renovations at Lockwood Park which will have tennis/pickleball courts, a playground, and walking path. The new Fieldhouse at Logan will be going out to bid in the next few weeks.

**Jeff Houck** advised residents to verify their polling locations before going out to vote, he just received a notice that his has changed. He is excited about the advances that have been made in our parks recently and is looking forward to the pickleball courts. This year's road resurfacing project will be focused in the Cottage Grove area, so he's looking forward to that. The eclipse is a huge deal for Ohio on April 8<sup>th</sup> and it's also the home opener of the Guardians. He asked everyone to get the proper eyewear and to stay safe, be prepared and enjoy.

**George Beckham** stated that he missed the February meeting due to the Ohio Township Conference. He reported that two bills are pending in the State legislature that affect Townships. The first will do away with Replacement levies, which we use regularly. If removed we will have to do renewals + increases, or completely new levies. The second would eliminate zoning on the local level. We would have a State-mandated zoning code to allow more affordable housing. This could be problematic for our unique Township. The Parks Advisory Committee met with Dave Gissinger for a better understanding of our Parks budget. He thanked Dave for attending and stated that it was very informative. He has been learning about field usage and requests that all groups wanting to use our fields obtain a permit from the administration office. Compliance has been spotty over the years which makes it difficult to contact current organization members when issues arise. He is working with Lael and Anna to enforce this. He lastly reported that the Parks Advisory Committee would like to see more activities like the tree lighting event, so they will be looking at doing something held during the summer.

### **Public Comments:**

- **Mr. Ross – 3052 S. Prior Road:** thanked George Beckham for communicating with him over the last two months. He discussed continued issues with traffic created by the new KFC. He was happy to see the new sign go up, but it doesn't seem to be helping. He's concerned that at this point these issues are going to turn to violence. It's not safe for kids to play in the area, and this is affecting people's lives. Edward Diebold stated that they have all been working on this. Opening up and entrance/exit on Rood could open a whole can of worms. We responded initially to the whole neighborhood that showed up and didn't want an entrance on to Rood. There was some discussion over a right-turn only. George Beckham stated he would speak to the owner of the KFC to see if the new sign could be moved to the south side of the entrance instead of the north side.
- **Kim Detweiler – Dorwil Drive:** requested that a short length of unnamed road between Hummel Drive and Dorwil Drive be named after her boyfriend's mother who recently passed away. She loved coming to the Lakes and it would help them identify where their driveway is. George Beckham explained that we can change the name, but he feels that some kind of community service, or tie to the Township should be required. Edward Diebold stated he's not opposed to naming the street but we want to be careful about what precedent we set. Jeff Houck stated he feels it should have a name but we need to discuss a process or procedure for naming.
- **Judy Lancaster – 3116 Lake Beach & PLAC Rep.:** reported that PLAC purchased three AED units and they have been assisting the school with their boardwalk expansion platform project in to Long Lake. She announced that the Run to the Beach 5k will take place on March 30<sup>th</sup>. She wanted to make the board aware of an issue with trees falling in her neighborhood. Lael Stouffer and Edward Diebold discussed the area and noted that the issue is that the trees are on private

property. There was discussion over what could be done to notify the property owner of the issue and see what could be done. Edward Diebold stated he sent this to the Township attorney a while back, will revisit it to see if there is anything the Township can do.

**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. 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 8:34 p.m.

Convened executive session at 8:38 p.m.

**Discussion:**

**Motion to adjourn executive session:**

George Beckham made a motion to adjourn 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 8:56 p.m.

Reconvened regular session at 8:56 p.m.

**Discussion/Motions pertaining to Executive Session**

**Fire Department New Hire**

This position will fill the opening caused by a recent resignation.

240314-26 Jeff Houck made a motion to approve the hiring of Tyler Utley to a full-time FireMedic position with an effective date of April 3, 2024. George Beckham seconded the motion. Roll call: George Beckham, yes; Edward Diebold, yes; and Jeff Houck, yes. Motion carried 3-0.

**Amendment to the Non-Contracted Employee Agreement**

Adam Rockich explained that this will reclassify the Fire Department's Administrative Assistant, Kelly Corbin who has 25 years' service.

240314-27 Jeff Houck made a motion to approve a request to amend the non-contracted employee agreement to add a line for Full-Time Fire Administrative assistant 15 years' service with a Base pay 90% of after 1 FireMedic. Edward Diebold 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 8:51 p.m.

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Chairman

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Fiscal Officer