

**COVENTRY TOWNSHIP BOARD OF TRUSTEES**  
**Special Meeting of November 12, 2024**

The Coventry Township Board of Trustees held a Special Meeting on Tuesday, November 12, 2024, at 9:09 a.m. in the Coventry ADA Room, 68 Portage Lakes Drive, Coventry Twp., OH 44319, to discuss the Logan Field House Project and the Light Up the Clock Tower holiday event.

**Call to Order:**

George Beckham called the meeting to order and asked Administrator, Anna Davis to record the following Trustees present: George Beckham, yes; and Edward Diebold, yes; and Jeff Houck, yes. All Trustees were recorded as present.

Also in attendance were: Fiscal Officer, David Gissinger; Fire Chief, Adam Rockich; Road Superintendent, Lael Stouffer; Law Director, Irv Sugerman; Attorney, Jim Dixon

**Logan Field House Project**

- Project management discussion: Irv Sugerman advised that he has had Jim Dixon prepare the Contract for RBS to sign for the project. Jim Dixon discussed options for supervising the project. He advised that we request 4-Points send us a separate estimate for them to serve as Project Managers as defined in the AIA 101 & 201, and recommend the number of inspections.

**Light Up the Clock Tower Event**

241112-01 George Beckham made a motion to approve a Blanket Certificate for \$10,000 to help cover operational expenses of the Clock Tower – Tree Lighting event on December 8, 2024. Jeff Houck seconded the motion. Roll call: George Beckham, yes; and Edward Diebold, yes; and Jeff Houck, yes.

**Special Event Road Closure**

241112-02 George Beckham made a motion to request that S. Turkeyfoot Road be closed from the hours of 4:30 p.m. to 7:30 p.m. for the Light Up the Clock Tower – community event at our Clock Tower on December 8, 2024. Edward Diebold seconded the motion. Roll call: George Beckham, yes; and Edward Diebold, yes; and Jeff Houck, yes.


The event will take place from 5 p.m. to 7 p.m. (requesting additional time before and after for set-up/tear-down) We are requesting the road be closed from the Portage Lakes Drive intersection to the Dorwil Drive intersection. Summit County Sheriff's Deputies as well as the Coventry Fire Department will be on scene with equipment/vehicles to assist with blocking the roadway. Deputies will also be stationed in other locations for traffic control and pedestrian crossing. The Engineer's Office will place a road closed sign at 619 and S. Turkeyfoot. "Road closed at Dorwil Drive, local traffic only" as well as barricades to block the roadway on each end. The goal is to make this family-friendly event as safe and accessible as possible for area residents.


A discussion was held over fireworks and permitting requirements, wine tasting and donations. PLAC involvement will be a large Nutcracker display for photos with an ornament craft station. Kiwanis will supply a Santa so we don't have to pay for one. Edward Diebold stated he was still waiting to find out if we would be able to do the carriage rides. Everything is reserved with Sully's for our tent and supply rentals. Phil LaRocca and TJ from Bluegrass Landscape will be handling the lighting display. Anna Davis stated she sent out about 50 sponsorship request letters, so we'll wait to see what comes in with those. Edward Diebold stated he's got around \$5,000 in donations all ready to turn in. He's got more volunteers at this point than he knows what to do with. It's all coming together. Further discussion was held on logistics for the day of as far as set up and supplies.

**Motion to Adjourn the Meeting:**

George Beckham made a motion to adjourn the special 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 9:48 a.m.

  
Chairman

  
Fiscal Officer