

COVENTRY TOWNSHIP BOARD OF TRUSTEES
General Workshop of June 12, 2025

The Coventry Township Board of Trustees met for a General Workshop on Thursday, June 12, 2025 at 4:45 p.m. in the Coventry Township Community Center, 335 E. Willowview Drive, Coventry Township, Ohio 44319.

Vice Chairman Jeff Houck called the meeting to order and asked Administrator Anna Davis to record the following Trustees present: George Beckham, yes; Edward Diebold, absent; and Jeff Houck, yes. Two Trustees were recorded as present. Edward Diebold was absent due to travel.

Also in attendance were: Fiscal Officer, David Gissinger; Fire Chief, Adam Rockich; Zoning Inspector, Rob Henwood; and Summit County Sheriff's Representative, Captain Dave McCutcheon.

Topics for Discussion:


1. **General Fund Levy** – Anna Davis advised that the Motions to request the yields for the General fund levy will be on the regular agenda. Dave Gissinger will check on whether we can do a Replacement, based on the current status of the legislation with the State. There was discussion over inside mileage and the possibility of the State eliminating property taxes. The board will authorize Anna Davis to send a letter urging them to reconsider the effects of eliminating inside millage.
2. **Fiber Ring – Road Opening Permits**: Anna Davis advised the board that we have received a permit request from OMNI/LIT Fiber. She explained that Lael is waiting for a quote from the inspection company – once received, we can set the pricing for our permit and bond. She and Lael will be meeting with QCI, the inspection company, this coming week. There was a brief discussion over fees and inspections.
3. **Portage Lakes Drive – Student Athlete Banners**: Anna Davis explained that she had emailed the booster club but had not received any further information. She stated that she is looking for a quote on the number of brackets needed and the type they want to purchase for light poles.
4. **IT Upgrades & Projected Costs**: Adam Rockich presented the pros and cons of each company that was quoted for the IT upgrades and projected costs. There was brief discussion over each company. He explained that it would take about three months to convert to the new Microsoft system and suggested that we stay with NMJ to get us through this conversion. We can revisit this in a year and see where we're at. There was further discussion on all the options, as well as what needs to happen with the website.
5. **Digital Sign Quote (Admin/FD/RD)**: Dave Gissinger, explained that he requested quotes for four different companies, but only received one from Akers Sign Co. for an electronic/digital sign to replace the wooden administrative sign. Their quote came in at \$26,921.70. It includes cloud-based software to control the sign, as well as a 7-year warranty.
6. **Community Center**: Annie Davis explained the door opener mechanism repair that will be on the agenda for approval. This was an emergency repair initially, and the second half is a preventive measure.
 - a. **Door Repair**
 - i. **Opening operator repair** – interior & exterior \$8,015 – CAC Door Repair, LLC
 1. The interior mechanism has already been replaced and paid for (as an emergency repair) – the exterior mechanism is now beginning to fail. (These were about 20 years old) Motion on the agenda to approve retro emergency repair for the interior door, and purchase/repair of the exterior door mechanism.
 - ii. **Lewis Construction** – Anna Davis explained that she is still waiting on the replacement of the exterior door that was ordered back in December. She will be checking with Lael on the status of this. An email was sent to the company earlier in the week.
 - b. **Interior Renovations**: Anna Davis stated that as we know, the original quote came in well over our anticipated budget. Dave Gissinger was able to get a second quote.

- i. Henderson Construction (Gordion-Sourcewell) Quote: \$90,811 Total (can be broken into separate projects – revised quote)
 - ii. Scott Dalton Construction: Dave Gissinger stated that he received a quote of \$53,000 and will be receiving a separate one for the kitchen cabinets and countertops, in case we decide to proceed with that.
- 7. Fire Department: Adam Rockich briefly discussed “frequent flyer” patients who repeatedly call the fire department for assistance but refuse treatment or transport. He suggested implementing a “Repetitive Client Policy” that would begin charging the resident after a certain number of calls per year.
- 8. Zoning Department: Rob Henwood advised the Board that there will be two map amendment hearings on Regular Meeting.
 - i. 3142 S. Main Street – Friendly Express Marathon
 - ii. 889 Anchor Drive – advised the board that the applicant will not be present at the meeting and asked to listen in. George Beckham stated he did not like that idea and would like to table the Hearing until the next board of trustees meeting. Rob Henwood stated that he would get in touch with the applicant and ensure that was okay with him.
- b. Permitting software proposals: Anna Davis explained that she and Rob had been presented with two different proposals for permitting and licensing software for the township, as suggested by legal counsel. Most of these surrounding communities have the iWorQ software and have been very happy with it. CloudPermit seems similar, but is not as well-known. It is less expensive, but does not appear to offer the same level of support as iWorQ. There is a motion on the agenda for approval – both of these companies are offering incentives for signing before the end of June. iWorQ will provide us with a free iPad, which will assist the zoning department with code enforcement and field work. This will upgrade us and allow for online permit applications and payments. It may also allow other departments to utilize it once it is up and running, such as road opening permits and inspection tracking for the fire department. The up-front cost is \$19,300.
- 9. Akron Water Line Project
 - a. Hovan – Dorwil Ct. Fire Hydrant Issue: George Beckham stated that fire hydrants have been placed for a reason. Jeff Houck stated that he spoke to Emmaline and it’s already going down the road. There was some discussion over the parcel and it’s history. Adam Rockich explained he wants hydrants at the tops of these dead-end streets, and Akron wants them at the dead ends for flushing purposes. Jeff Houck explained that he spoke to Mr. Hovan several times. George Beckham stated, ok, he just wanted to make sure someone had handled it.


Motion to Adjourn the Meeting:

Jeff Houck made a motion to adjourn the General Workshop. George Beckham seconded the motion. Roll call: George Beckham, yes; and Jeff Houck, yes. Motion carried 2-0.

There being no further business the meeting was adjourned at 5:57 p.m.



Vice Chairman



Fiscal Officer