

**GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
April 18, 2023**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on April 18, 2023 at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Gene Morris, Jerry Winkler, and Fiscal Officer, Ray Ruprecht.

Also present were Michael Colonna, Jim Krahl, Renee Flinn, Ron Scuderi, Jerry Springer, Martha Springer, Chief Cyphert, Andy Liston, and Shannon Colonna

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of April 4, 2023. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department

2023 INCIDENT COUNT YEAR TO DATE	
INCIDENT TYPE	2023 INCIDENT COUNT TO DATE
EMS	137
FIRE	75
TOTAL	212

- Fire Inspection Notes: They are continuing to work on fire inspections. Chief Carter is reviewing multiple suppression plans for a new building behind the station and Steller Automotive.

Apparatus/Equipment

- 177-3 needed a new transmission gear box. Lt. Kantorik had it fixed immediately with only 1 hour of out of service time.

Operations

- There was a significant house fire on Ryan Rd. The estimated loss of structure and contents was about \$160,000; however, the estimated value of saved property was about \$100,000 in exposure out buildings and more for the contents of these buildings.
- Hydrant flowing ongoing.

Training

- Fire: Wayne County burn April 24 8-1500

Announcements

- Chief Cyphert is working on Resolution verbiage to sign a cost recovery contract with Life Force billing. This will allow billing of car and homeowner insurance for response to accidents, car fires and other costly alarms. The resident will not get a bill as most policies pay for these services. This has been sent to the county prosecutor for review.
- Gene asked if there were any updates on the baby box. Chief Cyphert responded that there have been some legislative changes at the county and state level that are preventing them from moving forward.

The new laws would require a dedicated person at the station at all times. The grant money has been refunded, and they are considering other ways to use that money to benefit residents.

- Bob spoke with Brad Winter about the address signs, and his understanding was that any time the Zoning Inspector issued a permit he would let the Fire Department know so they could have the sign made. Ray checked with Captain Tammy Johnson, and they have not been receiving any notification of issued permits. They will need to talk to Curt about that.

Road Supervisor (Andy Liston)

- Working on cleaning ditches.
- Working on lawn mowing at the hall, cemetery, and fire station.
- Fixed berms with berm machine.
- Andy received an email from the county about the location of the fiber that Medina Fiber is installing. There is a section on Rawiga that they want to lay the fiber two feet from the road, which does not give them much room if there are any road repairs. He is hoping they can install on the poles in that area.
- There are no updates from Morton.

Zoning Secretary (Shannon Colonna)

- The Zoning Commission met on April 13, 2023. They discussed the requirement that accessory buildings be ‘behind’ the main structure. There were some different ideas, but agreement that the intention of that regulation was to not have accessory buildings in front yards and that the permit that was issued for the new house on Guilford has an accessory building in the front yard.
- They also spent some time considering if accessory buildings should be allowed to be built parallel to the main structure, or in the side yards, or if they should be required to be completely behind, or in the rear yards.
- In order to update this as soon as possible to prevent accessory building in front yards, the Zoning Commission moved to update the regulations from ‘behind’ to ‘behind the building line of’ the main structure. The building line is already defined as a line parallel to the road right-of-way touching the part of the building that is closest to the street. This has been submitted to the County Planning Commission and will be reviewed at their June meeting.
- The BZA hearing on this is set for May 11, 2023, and the Zoning Commission will be meeting immediately after the BZA hearing.

Zoning Inspector (Curt Lauer)

- Curt is absent. His report was submitted by email.
- Curt drove by the property on Greenwich Rd that was questioned to be running a car repair business. He has not seen any activity any of the times he has been past.
- Curt spoke with the homeowner of the residence on Hubbard Valley that was in question about running a repair shop. His grandson does the repairs at the owner of the vehicles house. Curt has driven past numerous times and has seen no evidence of any business being conducted.

- The house on Greenwich road across from the old Ohio wholesale business that has a couple semi-trucks sitting outside is zoned industrial. Being industrial they would be allowed to have semi-trucks and other such vehicles on the property. Curt is not sure we can enforce a rule that is for a residence.
- Curt is working with the owner of the property on Yoder to move the last 2 cars.
- Curt forwarded an email to the trustees from the prosecutor's office about the next steps to get the property on Seville Road cleaned up.
- Curt received a complaint about a residence on Guilford that has some unlicensed vehicles. He needs to stop and talk to the homeowner and advise them of the township regulations.
- Curt emailed Ray the most recent permits that he has issued.
- Bob received a call about the guy on Seville Road that is running a trailer rental out of his home. They will need to have Curt look into this.
- Gene has a few concerns about Curt's report. He questions Curt's approach to the junk semis in the industrial area. Gene took pictures of dismantled semis today and showed the pictures to Bob and Jerry. There is a definition for junk and junk vehicles and general regulations. If they aren't going to enforce these regulations, they are letting the township turn into a junk yard.
- Gene saw a picture posted by the guy on Hubbard Valley working on cars on a lift, and still questions if they are working on cars at that residence. Most people do not have lifts in their garages.
- There is a jeep in pieces at the residence on Greenwich where Curt reported he does not see any activity.
- The email from the Prosecutor's office that Curt forwarded to the Trustees about the Seville Road junk was sent almost a month ago. They have not received any updates on where Curt is on that process.
- Gene is frustrated that they are not getting updates from Curt, and it doesn't seem like the regulations are being enforced. Jerry said that it has been example after example of things not getting enforced. Bob said they need to have an inspector that will follow the rules. Jerry suggested that they have an executive session after the meeting to determine what direction they want to go.
- Gene asked Andy about the email from the State of Ohio about a construction project coming in 2025. There is some paperwork to fill out and return to the state. Chief Cyphert said that they are also going to be reviewing.

River Styx Cemetery/Mound Hill Cemetery

- Jerry did some research on the outstanding payments. As far as he can tell, they have the correct contact information. He has drafted a final letter. There is consensus that he can send this certified. If they do not get a response, they will take back that lot.

Trustees Reports

Bob Rohrer

- Bob spoke with Brad about the address signs.
- Bob spoke with Medina Glass about the doors.

- Bob took more straw to the cemetery.
- Bob is looking into getting a new county flag for the cemetery.
- Bob spoke with AJ about some tree work at the cemetery.

Gene Morris

- Gene spoke with Patty Miller with the Seville Historical Society, they are looking for permission for the stories from the grave event at Mound Hill on September 16th, with a rain date of September 23rd.

Approval of Stories from the Grave Event at Mound Hill Cemetery

Bob Rohrer **moved** to allow the Seville Historical Society to hold a Stories From the Grave event at Mound Hill Cemetery on September 16th or September 23rd. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Gene spoke with Greg Piatt about the septic system. He said he already showed a bathroom in the shop and the tank relocation can be covered in the as-built drawings.
- Gene drove around and looked at a couple of properties and took some pictures.

Jerry Winkler

- Jerry researched outstanding cemetery lot payments.
- Jerry received a call from a resident on Kennard asking about aggregate electricity. No one is familiar with that in this area.
- Jerry spoke with Chief Cyphert about a few ideas that he has.
- Jerry spoke with Wendy at Medina Fiber to schedule an event at the town hall.

Comments from the Public

- Ron said that Wendy with Medina Fiber wants to schedule the event on May 10th, and that date should work. Shannon can post something on the website to advertise that event.

Old Business

- There are no updates on the employee handbook.
- The ARPA funds projects selected to further look into were assigned to begin getting input from different sources.
 - Township hall/garage, parking lot (Andy Liston) on hold until septic system completed.
 - Township hall doors and any other improvements (Bob Rohrer & Gene Morris)
 - Township hall septic system (Gene Morris)
 - They may need to get him out again to provide an updated quote based on the new location.
 - Ambulance
- Medina Fiber will be hosting an informational event at the town hall.

New Business

- Ray presented Resolution 2023-06, which is a standard resolution for AARPA Funds. This is needed so that Ray can pay AJ for the recent tree services.

Jerry Winkler moved for the adoption of the following Resolution:

RESOLUTION NO. 2023-06

A RESOLUTION TO ELECT THE STANDARD REVENUE LOSS ALLOWANCE IN THE USE OF FEDERAL FUNDS DISTRIBUTED TO THE TOWNSHIP UNDER THE AMERICAN RESCUE PLAN ACT OF 2021 AND TO AUTHORIZE THE USE OF SAID FUNDS FOR GOVERNMENTAL SERVICES PROJECTS LISTED HEREIN

WHEREAS, the Township has received a distribution of monies under the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that ARPA Funds may be used by local government recipients for, among other things, “the provision of government services to the extent of the reduction in revenue . . . of such . . . unit of local government . . . due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the . . . unit of local government;” and:

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”]; and

. . . The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simplify revenue loss calculation for smaller recipient; and

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount, or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise; and

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities

- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)
- Maintenance or pay-go funded building infrastructure.
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; and

WHEREAS, “Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;” and

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including a prohibition against using said funds for:

- Deposit into pension funds
- Satisfaction of settlements or judgments
- Contributions to financial reserves or “rainy day” funds; and

WHEREAS, the Board of Trustees is in the process of identifying projects which, in the judgment of the Board, constitute expenditures in direct support of governmental services.

NOW THEREFORE, it is hereby RESOLVED by the Board that:

1. The Township elects to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the full allocation to fund government services.

2. The following Projects are hereby authorized and shall be paid for from the ARPA Funds in an amount not to exceed: Removal and clean-up of trees from storm damage at Mound Hill Cemetery with the costs not to exceed \$3,500.00.

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:

- Police protection
- Fire and emergency medical services
- Road repair, maintenance and other transportation and safety services
- Public infrastructure support
- General government administration and administrative facilities
- Land use regulations and enforcement
- Parks and recreational facilities and programs
- Other

- Removal and clean-up of trees from storm damage at Mound Hill Cemetery

4. Accordingly, the Project(s) is/are in the best interests of the Township and is/are deemed a priority for the community.

5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

6. It is hereby found and determined that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with the law.

7. This Resolution shall be in full force and effect from and immediately after its adoption.

Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Bob asked Andy if he has done any work for Milton Township on their berms. He has not.

Signing of the Warrants

Bob Rohrer **moved** to pay the warrants, payroll/accounting EFTs of \$49,032.08. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Executive Session

Jerry Winkler **moved** to go into executive session at 8:50 P.M. to discuss the employment of public employees and invited Ray Ruprecht. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes.

Jerry Winkler **moved** to come out of the executive session at 9:00 P.M. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes.

There was no additional business discussed by the trustees.

Adjournment

Bob Rohrer **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes. The meeting was adjourned at 9:01 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht