

**MEETING MINUTES OF THE
GUILFORD TOWNSHIP TRUSTEES
April 20, 2021**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting at 8:00 P.M. on April 20, 2021 in a Zoom virtual meeting due to the COVID-19 pandemic. The following Trustees were present: Bob Rohrer, Gene Morris, Jerry Winkler, and Fiscal Officer, Ray Ruprecht.

Also present were: Chief Brad Winter, Andy Liston, Keith Beetler, Jim Krahl, Mayor Carter, Ron Scuderi, Jon Strong, Michael Colonna, and Shannon Colonna.

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of April 6, 2021. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval of Minutes

Gene Morris **moved** to approve the special BZA meeting minutes of March 23, 2021. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department (Chief Brad Winter)

- The old squad (177-3) was taken to Whites 57 Ford to have the air conditioning repaired.
- An inspection of J&M Trailer Park at 5222 Greenwich Road is scheduled for Friday, April 23, 2021 with the Ohio Department of Commerce. They will be meeting at the fire station at 9:30 A.M.
- Work is progressing on the fiber network infrastructure at the fire station. Chief Winter shared a picture of the progress in his report.
- The fire department received an anonymous donation of two rescue slings to be used for ice/water rescue.
- Requests Board of Trustees approval to hire two part-time firefighters.
 - Firefighter I / Basic-EMT Donovan Nichols (probationary pay rate \$12.75)
 - Firefighter II / Basic EMT Robert Schmitt (probationary pay rate \$13.75)

Approval to Hire Donavan Nichols and Robert Schmitt

Bob Rohrer **moved** to hire Firefighter I / Basic-EMT Donovan Nichols at a probationary pay rate of \$12.75 and Firefighter II / Basic EMT Robert Schmitt at a probationary pay rate of \$13.75, both effective April 20, 2021. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Special Meeting April 23, 2021 to Discuss J&M Trailer Park

Gene Morris **moved** to hold a special meeting on Friday, April 23, 2021 at 9:30 AM at the Seville-Guilford Fire Department to discuss the J&M Trailer Park. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

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Road Supervisor (Andy Liston)

- Tree trimmers were in and worked on River Styx and Bell.
- The road department cleaned ditches on Guilford and Blake Rd. Andy requests Force Account payments for Blake for \$1,752.99 and Guilford for \$1,560.44.
- The new dumpster schedule is Monday, Wednesday, and Friday. This seems to be working better.
- The road contracts are in and ready to be signed, and these will be placed at the Township Hall for signatures.
- Andy would like to rent a tack tank for fixing roads at a cost of \$800.00 per week. Andy estimates they would need it for about two weeks and would use approximately 300 gallons of oil, which is \$2.80 per gallon.
- There are some old chemicals in the storage shed, and they have received a chemical removal quote for \$3,960.00. He does not know of any other way to get rid of it, and Bob agreed this is probably only the legal way to dispose of chemicals.

Approval to Hire Chemtron for Chemical Removal

Bob Rohrer **moved** to hire Chemtron to remove hazardous waste from the storage shed for \$3,960.00. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Rent Tack Truck for Roadwork

Jerry Winkler **moved** to approve to rent a tack tank for fixing roads at \$800.00 a week for two weeks and the purchase of the oil needed at \$2.80 a gallon. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval of Force Accounts Payments for Ditch Cleaning

Gene Morris **moved** to approve the force account payments for ditch cleaning on Blake Road for \$1,752.99 and Guilford Road for \$1,560.44. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Inspector (Curt Lauer)

- Curt is absent and there is no report from him.
- Gene suggested that they have any zoning violations at J&M Trailer Park cited now that they are making some progress. This was also suggested at the last meeting, but he is not sure if Curt has been there yet. Gene will follow up with Curt.

Zoning Secretary (Shannon Colonna)

- The Zoning Commission met on April 8.

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- There was some discussion about reviewing fence regulations, but they ultimately voted not to make any changes at this time.
- They started discussing how the survey would be sent. Trevor received a list of residents from the Medina County Auditor. The list had some duplicate names, and Shannon has been working on identifying those for review. Shannon also noticed there were some Seville addresses. She contacted the auditor's office today and received a new list of about 1,200 names. There are still some duplicates, so she is going to work on identifying those.
- Shannon has been getting some rough estimates for printing and mailing from Staples and Office Max. She thinks she can print the address labels to save some money. The Zoning Commission wants to send a stamped, self-addressed return envelope with the survey so postage (two stamps per resident) will be the biggest expense. Bob Rohrer wondered about providing a stamped return envelope. Jerry noted that he does not think a return stamp is necessary if we are making the survey available online. They could also potentially put a drop box at the Township Hall. Shannon noted that the last time the survey was sent, there was a 30% response rate, which is a lot of wasted postage if we are providing a return stamp. She will take this feedback from the Trustees to the Zoning Commission.
- Shannon did some testing assigning a 'control number' to the survey to limit responses and identify valid responses to the online survey.
- Ray Ruprecht asked Mayor Carter if the Village of Seville does any bulk mailings. She does not know but can find out when she goes to the office tomorrow.

River Styx Cemetery/Mound Hill Cemetery

- Anita has been showing a lot of lots, but there are no deeds to sign at this time.

Trustees Reports

Bob Rohrer

- Bob spoke with a resident about a culvert, and he referred her to Andy.
- Bob received an estimate of \$8,500 from Zollinger's to remove the Tower Road house if the house is empty. If there are items (furniture, clothes, etc.) in the house it could be more. He suspects the house has not been cleaned out.

Gene Morris

- Gene has been talking to an excavator, Mark Thompson, about getting an estimate for 8310 Tower Road. He is going to visit the property tomorrow to provide an estimate.
- Gene received a call from Vicky Sulzener about new trash at the houses on High Street, which are part of J & M Trailer Park. Chief Winter has added some photos of this to the shared drive.

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- Gene spoke with Chief Winter and got updates on a few things.

Jerry Winkler

- Jerry spoke with someone from the Department of Commerce last week. Going forward there may be some things they can do to prevent issues like they are having with the trailer park from happening in the future.

Comments from the Public

- Mayor Carter said they have been getting some emails asking about a Memorial Day parade. They are not planning to have a parade but will read names at Mound Hill. This information will be posted on the Village website.
- The Board of Public Affairs had the first reading of legislation about stealing public utilities at J&M Trailer Park. They do not have a way of knowing who is responsible and would potentially have to turn off the electric for everyone. There is one meter for multiple dwellings. Bob suggested that someone from BOPA may want to attend the inspection on Friday.
- Jon Strong asked in the Comprehensive Plan survey was going to be anonymous, and Shannon confirmed that is what the Zoning Commission was planning. He suggested changing the survey to tie the control number to a specific parcel/address and not allow anonymous responses. There is agreement that residents should identify who they are if they are submitting feedback. The Township and the Village of Seville do not accept anonymous letters for any other purposes, and have been advised by the prosecutor's office to disregard any anonymous letters. Shannon will take this feedback back to the Zoning Commission.

Old Business

- Bob Rohrer wants to make sure the Township is moving forward with the Turnea property. Ray Ruprecht suggested that they contact Mike Lyons or Heidi Carrol for advice on how to proceed. He is not sure if the next step will be sending another letter or having a public hearing.
- Ray also suggested that someone reach out to Mike Lyons to let him know about the J&M Trailor Park inspection of Friday. Chief Winter will do that.
- Gene touched base with Chief Winter about the baby drop-off box. This has been postponed due to Covid.

New Business

- Ray Ruprecht presented Resolution 2021-04 Declaring it Necessary to Proceed with the Submission of a Renewal of the Township's Ambulance Service Levy on November 2, 2021

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The Fiscal Officer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Gene Morris moved the adoption of the following Resolution:

RESOLUTION NO. 2021-04

**A RESOLUTION DECLARING IT NECESSARY TO PROCEED WITH THE
SUBMISSION OF A RENEWAL OF THE TOWNSHIP'S AMBULANCE SERVICE
AND MEDICAL EMERGENCY SERVICE LEVY ON THE NOVEMBER 2, 2021 BALLOT.**

WHEREAS, on March 16, 2021 the Guilford Township Board of Trustees adopted Resolution NO. 2021-02 declaring the necessity to renew a levy of 2.50 mills tax in excess of the ten-mil limitation for purposes stated in Section 5705.19(U) of the Revised Code in the amount of twenty-five cents (\$.25) for each one hundred dollars of valuation, for (5) years to be first levied in the tax year 2021, for first collection in calendar year 2022 and thereby and requested Medina County Auditor to certify the total current tax valuation of the Township and the dollar amount of revenue that would be generated by that levy renewal; and

WHEREAS, on March 19, 2021 the Medina County Auditor certified to the Guilford Township Board of Trustees that an annual levy of 2.50 mil will produce an annual amount of approximately \$497,700 per year and that the Guilford Township's total valuation is \$234,828,745.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Guilford Township, Medina County, Ohio, two-thirds of all members elected to thereto concurring that:

Section 1. This Board finds, determines, and declares that the amount of taxes which may be raised by the Township within the ten-mil limitation will be insufficient to meet the needs of Guilford Township and that it is necessary to renew a tax levy in excess of that limitation for the purpose of providing ambulance and medical emergency services under section 5705.19 (U) of the Ohio Revised Code; at a rate not exceeding two and five tenths (2.50) mills for each one dollar of valuation, which amounts to twenty-five cents (\$.25) for each one hundred dollars of valuation set forth in the County Auditor's certification, to be in effect for a period of five (5) years; and that renewal of said levy be placed on November 2, 2021 ballot.

Section 2. That said tax shall first be levied in 2021 and first be collected in 2022, if a majority of the electors voting thereon vote in favor thereof.

Section 3. The Township Fiscal Officer is authorized and directed to certify to the Medina County Board of Elections (i) a certified copy of Resolution No. 2021-02 adopted on March 16, 2021, (ii) the certificate of Estimated of Property Tax Revenue prepared by the Medina County Auditor, and (iii) a certified copy of this Resolution, to the Medina County Board of Elections and the Medina County Auditor no later than 90 days before the election on November 3, 2021.

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Section 4. 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.

Section 5. This Resolution shall be in full force and effect from and immediately after its adoption.

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

- Ray Ruprecht presented Resolution 2021-05 Notice of all Township Public Meetings. He has included the Zoning Commission and BZA meetings in this Resolution. Jerry suggests that this be shared with the Chairs of the Boards to review before approval.
- Ray Ruprecht reported that Medina County Sheriff dispatching for 2020 was \$25,325.00. This was down a little from the previous year.

Signing of the Warrants

Gene Morris **moved** to pay the warrants, payroll/accounting EFTs of \$67,395.32. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Adjournment

Jerry Winkler **moved** to adjourn the meeting. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes. The meeting adjourned at 8:59 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht