

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES  
August 17, 2021**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on August 17, 2021 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: Chief Brad Winter, Andy Liston, Bill Shook, Ron Scuderi, Keith Beetler, Michael Colonna, and Shannon Colonna.

**Approval of Minutes**

Gene Morris **moved** to approve the regular meeting minutes of August 3, 2021. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Department Reports**

**Fire-EMS Department** (Chief Brad Winter)

- Progress on the new engine has been delayed due to a shortage of axles for the chassis. The updated expected delivery is late December to early January.
- The pyramid repeaters donated by TC Energy have been ordered. The fire association donated \$2,700.00 to purchase a third repeater. Repeaters will be installed in both squads and the ladder truck. Matt Neil is leading the project.
- Fallsway is still waiting on parts to repair the door on the ladder truck.
- The Ford Explorer (Buggy) needs new exhaust from the catalytic converter back. Total Cost will be \$254.96.
- A total of 61 hours was worked at the first aid booth at the Medina County Fair.
- Marshall graduated K-9 Good Citizen and celebrated his 1-year birthday yesterday.
- Training has been going well at the vacant structures on the Easton Farm.
- Congratulations to Jeff Hall for passing his National Registry test for EMT Intermediate.

**Funding Requests**

- Request Board of Trustees approval to increase Jeff Hall's hourly payrate \$1.00 per hour to the Firefighter II/EMT-I payrate of \$16.75 with an effective date of 8/16/2021.

**Approval to Increase Jeff Hall's Hourly Pay**

Jerry Winkler **moved** to approve to increase Jeff Hall's hourly payrate \$1.00 per hour to the Firefighter II/EMT-I payrate of \$16.75 with an effective date of 8/16/2021. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

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**Road Supervisor** (Andy Liston)

- The road department finished mowing.
- There were a few trees that came down after the last storm that needed to be cleaned up.
- All road chip sealing has been completed, and the berms were supposed to be completed today.
- Andy requests approval to restripe eight roads this year for a total cost of \$12,950.00. The townships roads only get the yellow middle stripes with the exception of Rawiga. Since side stripes were painted on Rawiga in the past, they need to keep them.
- Ray Ruprecht noted that they may need to start thinking about the ODOT Township Stimulus Program and possible roadway and culvert projects.

**Approval to Purchase**

Bob Rohrer **moved** to approve the restriping of eight roads for a total cost of \$12,950.00. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Zoning Secretary** (Shannon Colonna)

- The BZA met on August 5 to review minutes.
- The Zoning Commission met on August 12 and continued to discuss adding regulations for solar panels. They are currently focusing on requirements for residential. They are going to continue researching solar panels and will discuss more at the September meeting.
- Shannon confirmed that the Zoning Commission would like to have a way to view shared content in their meetings, and she confirmed with Chief Winter that the Fire Department has a spare they are willing to keep at the Township Hall. It would be nice to have this in place before the October Zoning Commission meeting, and they will just need to determine where to install. Gene noted that he stopped at the Fire Department today and looked at the spare fixed screen and projector that is available. There is also a portable screen. There was some discussion about who could install a ceiling mounted projector and where it should be installed. Jerry suggested starting with the portable projector to see where it works best in the Township Hall. This could be kept in the locked records room.
- Shannon finished preparing the Comprehensive Plan letters and survey, and all of those were mailed last Friday. Online responses started coming in yesterday, and they have received 41 online responses, and a few were dropped off at the township hall so far. Shannon also noted that some residents have added comments or suggestions that the Trustees may want to review and follow up on. The Zoning Commission has requested that completed surveys be submitted by September 15, but they have decided that they will accept any surveys submitted before the November meeting and to keep the online survey open until then.

**Zoning Inspector** (Curt Lauer)

- Curt is absent, and no one has received a report from him.

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**River Styx Cemetery/Mound Hill Cemetery**

- Bob received a call from John today because a tree branch fell at the cemetery. AJ was able to come out immediately to clean it up and said the whole tree needs to be removed. He is going to try to do that on Friday.
- There was some discussion about if Anita would be willing to continue working as sexton to handle the paperwork if John would start handling more with burials and funerals. Jerry will ask Anita about this. Jerry knows of one other person, Scott Oring, that might be interested in the position, or they could explore the option of hiring him as an assistant to Anita.
- They received a second sign for Mound Hill.

**Trustees Reports**

**Bob Rohrer**

- Bob received the call from John about the tree at the cemetery.

**Jerry Winkler**

- Jerry attended the special meeting with the Prosecutor's office about the Opioid settlement.
- Jerry watched the webinar about the American Rescue Plan.
- Jerry met with Brad and discussed some ideas for staffing.
- Jerry noted that the recycling bins have been full. Andy said that they are emptied three times a week.

**Gene Morris**

- Gene attended the Zoning Commission meeting on August 12.
- Gene watched the 2-hour webinar on the American Rescue Plan.

**Comments from the Public**

- Bill Shook received the letter from the township about the zoning and asked if there are any copies of the zoning regulations and comprehensive plan that he could review. Gene responded that the regulations and Comprehensive Development Plan are both on the township website. Shannon said that she has extra copies of the Zoning Manual, and the CDP could be printed.
- Bill noted that the area around the recycling bins is not kept clean. There is broken glass and trash. Bob responded that the Medina County is responsible for the recycling bins, and those concerns should be submitted to the county. There are some numbers on the bins that can be referenced.
- Bill also asked if there is anything that can be done about garbage trucks that block the roads. Bob noted that Wadsworth collects trash at night. Gene said that some Townships have assigned the company that is used by the township, but that has caused problems. Gene suggested that they could put something on the website to see if there is any interest.

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**Old Business**

- There is a meeting about J & M Trailer Park scheduled for September 30.
- Chief Winter provided the Harassment and Discrimination Policy that the Fire Station uses for review. They also have a suggestion from the Ohio Township Association. They can discuss this more at the next meeting after they have had a chance to compare the two policies.
- Approval for Guilford Township participate the American Rescue Plan Act and approve Fund 2273 for revenue and appropriations associated with ARP first distribution of \$176,086.53. Gene noted that they really want this money to be used to help the community. For example, they could use the funds to help provide clean water or replace septic systems that are polluting water. Jerry added that broadband access was another issue covered in the webinar. All expenditures need to be justified and there will need to be documentation. Gene said that there will need to be some serious discuss about how to best meet the needs of the community with these funds. Chief Winter noted that there is going to be a live presentation in Canton in September that he is planning to attend.

**Approval to Participate in American Rescue Plan Act and Approve Fund 2273**

Jerry Winkler **moved** to approve for Guilford Township participate the American Rescue Plan Act and approve Fund 2273 for revenue and appropriations associated with ARP first distribution of \$176,086.53. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**New Business**

- Medina County Engineer annual meeting on Thursday, September 16, 2021 at 4:30, dinner at 5:30. They would like a head count of who will attend. Andy, Bob, Gene, Jerry, and Brett will plan on attending.
- The township will be reimbursed \$50.00 per hour pay for fire & EMS personnel for coverage at the Medina County Fair. Payment to Township personnel will be paid as overtime based upon their current hourly pay or salary.

**Approval to Pay Overtime for Time Worked at Fair**

Bob Rohrer **moved** to approve to pay Fire and EMS personnel for time worked at the fair, which will be paid as overtime based upon their current hourly pay or salary. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- The General Election will be on November 2, 2021. Andy volunteered to be the primary contact person and Bob volunteered to be the secondary contact from Township.
- Supplemental Appropriation transfers:
  - \$500.00 to 1000-110-342 (Postage) from 1000-930-930 (Contingencies)
  - \$500.00 to 2282-220-330 (Travel & Meeting Expenses) from 2282-930-930 (Contingencies)
  - \$13,915.05 to 2282-220-319-2850 (Other-Professional & Technical Services-Software/Internet) from 2282-760-750 (Motor Vehicles) for the new payroll software.

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**Approval of Supplemental Appropriation Transfers**

Jerry Winkler **moved** to approve the Supplemental Appropriation transfers of \$500.00 to 1000-110-342 (Postage) from 1000-930-930 (Contingencies), \$500.00 to 2282-220-330 (Travel & Meeting Expenses) from 2282-930-930 (Contingencies), and \$13,915.05 to 2282-220-319-2850 (Other-Professional & Technical Services-Software/Internet) from 2282-760-750 (Motor Vehicles). Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Signing of the Warrants**

Bob Rohrer **moved** to pay BC #126-2021 & 127-2021, PO # 30-2021, warrants, and payroll/accounting EFTs of \$56,504.88. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Executive Session**

Jerry Winkler **moved** to go into executive session at 8:58 P.M. to consider the employment and compensation of a public employees and invited Brad Winter and Ray Ruprecht. Gene Morris seconded the motion. Roll call: Rohrer - yes, Winkler - yes, Morris - yes.

Gene Morris **moved** to come out of the executive session at 9:14 P.M. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Winkler - yes Morris - yes.

After coming out of the executive session the trustees discussed the appointment and hiring of new fire & EMS officers. Chief Brad Winter has conducted interviews for Lieutenant and has presented the following individuals for promotion to Lieutenant and Field Training Officer. Jeff Hall and Steve Kantorik for Lieutenant and Danny LoParo for Field Training Officer.

**Hiring and Promotion of Danny LoParo as Field Training Officer  
and**

**Jeff Hall & Steve Kantorik as Lieutenant's on the Seville-Guilford Fire & EMS Department**

Bob Rohrer **moved** to approve the hiring and promotion of Danny LoParo as Field Training Officer and pay an additional \$.30 per hour over his current pay scale, and the hiring and promotion of Jeff Hall and Steve Kantorik and pay an additional \$.60 per hour over their current pay scale as Lieutenant's on the Seville-Guilford Fire & EMS Department. The promotions will become effective on September 1, 2021. Gene Morris seconded the motion. Roll call: Rohrer - yes, Winkler - yes, Morris - yes.

Chief Brad Winter would like to begin the process of adding two full-time positions with the Seville-Guilford Fire & EMS Department. Lindsay Hepner, Christian Hall, and Jeff Hall are candidates that have met the training qualifications and have been interviewed for the full-time positions. Chief Winter suggested retaining the service of Pradco to help in the pre-hire assessment of the candidates.

**Pradco to Conduct Pre-Hire Assessment of Candidates  
for Full-Time Positions on the Seville-Guilford Fire & EMS Department**

Jerry Winkler **moved** have Pradco conduct pre-hire assessments of Lindsay Hepner, Christian Hall and Jeff Hall for the full-time positions on the Seville-Guilford Fire & EMS Department. Gene Morris seconded the motion. Roll call: Rohrer - yes, Winkler - yes, Morris - yes.

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**Executive Session**

Gene Morris **moved** to go into executive session at 9:22 P.M. to consider the employment and compensation of a public employees and invited Ray Ruprecht. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Winkler - yes, Morris - yes.

Gene Morris **moved** to come out of the executive session at 9:32 P.M. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Winkler - yes Morris - yes.

After coming out of the executive session there was no business to address in regard to the executive session. The trustee signed payroll certification papers.

**Adjournment**

Bob Rohrer **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Winkler - yes Morris - yes. The meeting adjourned at 9:34 P.M.

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Bob Rohrer

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Gene Morris

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Jerry Winkler

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Ray Ruprecht