GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
August 18, 2026

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on August 18, 2028 at 7:30 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Gene Morris, Larry Kaufman, and Fiscal Officer, Ray Ruprecht.

Also present were Trevor Jones, Dan Davis, Andy Liston, Ron Scuderi, Jerry Springer, Tammy Johnson and Julie Carr

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of August 4, 2026. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

Department Reports

Fire-EMS Department (Keith Geiger)

2026 INCIDENT COUNT YEAR TO DATE	
Type	**# Incidents**
Total Fire Call in 2026 (so far)	601
Total Calls in 2025	849

As of 4:00 PM on Sunday, August 16, 2026, the Fire Department had responded to 601 calls for service. At our current rate, the department is expected to surpass the entire 2025 call volume of 849 calls around November 18, 2026, meaning the department could respond to more calls during the first 10½ months of 2026 than it did during all of 2025. If the current pace continues through the end of the year, the projected 963 calls would represent approximately 114 additional calls, or a 13.4% increase, over 2025.

Buildings/Grounds/Maintenance
The shifts have finished up the annual clean-up of the station grounds and interior.

The Fire Department is looking at reconfiguring the current dormitory areas due to limited space and, more importantly, concerns with the emergency egress from the existing sleeping quarters. The current dorm rooms are located in the interior of the station and have only one means of exit through the interior doorway. There is no exterior door or other direct means of escape from the current dorm rooms. In the event of a fire or other emergency within the station, this could create a significant safety concern for personnel occupying the dorms.

The proposed reconfiguration would allow the department to move the sleeping quarters into the large front office/day-room area and divide the space into separate male and female sleeping areas. The new location would provide access to a window that could be used as an emergency escape route if necessary, providing personnel with an additional means of egress that does not currently exist in the dorm rooms.

The current dorm spaces are less than 10' x 10' and could potentially have three individuals occupying them at one time. The proposed reconfiguration would nearly double the available sleeping space, providing significantly more room for personnel while also creating additional storage space for extra uniforms, bedding, and other necessary items.

The department is requesting approval from the Trustees to construct a non-load-bearing partition wall in the existing front office/day-room area. The wall would be a stand-alone structure consisting of a 2x4 frame and drywall. No utilities would need to be moved or installed, and the wall could be removed in the future without significant impact to the building.

This is a relatively simple and cost-effective modification that would make much better use of the existing station space while improving the safety of personnel, providing an additional emergency escape option, increasing sleeping quarters, and creating additional storage capacity. The department is requesting the Trustees' approval to proceed with the construction of the partition wall and reconfiguration of the dormitory areas. If approved, the Chief will put together a quote for the required materials and present the estimated cost to the Trustees at the next meeting for review and consideration.

Approval of Wall Installation for Bedrooms at the Fire Station

Bob Rohrer **moved** to approve the wall installation for bedrooms at the fire station. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

Apparatus/Equipment

Engine #1 DEF Sending unit:

The Fire Department has ordered a replacement DEF sending unit, which will be installed in-house once the part arrives. During the process of locating the replacement, Lt. Kantorik took the initiative to research available options and locate the part for several hundred dollars less than the original price we had been quoted.

This is a great example of the department's continued commitment to being good stewards of taxpayer dollars. Rather than simply purchasing the first part that was quoted, Lt. Kantorik took the time to find a more cost-effective option. Additionally, completing the installation in-house will save the Township the cost of outside labor, creating additional savings.

I would like to recognize Lt. Kantorik for going above and beyond to find a way to complete this repair while saving taxpayer money. This is representative of the attitude throughout the department. Our officers and members continually look for ways to accomplish as much as possible with the resources we have, while keeping costs to the taxpayers as low as possible. These efforts may seem like small savings individually, but when the department consistently looks for opportunities to purchase wisely and perform work in-house when we are capable of doing so, those savings add up and make a meaningful difference to the Township.

Medication Vaults – Medic #1 and Medic #2:

Medication vaults for Medic #1 and Medic #2 have been ordered and will be installed in-house by Lt. Kantorik once they arrive. These vaults will provide secure storage for medications, particularly controlled substances and narcotics.

Proper storage, security, and inventory control of narcotics is critical to maintaining DEA compliance and accountability. The new vaults will help personnel better track inventory, prevent discrepancies, and ensure medications are properly secured.

Having Lt. Kantorik complete the installation in-house will also save the Township the cost of outside installation while helping bring both medic units up to current compliance standards.

Local Resource for maintenance that can't be performed in house:

The Fire Department has been working with George at Premier RV/Auto Service to establish a local resource for vehicle maintenance and repairs that cannot be completed in-house. Premier RV/Auto Service has the equipment and capabilities necessary to work on the department's fleet, including routine maintenance, tires, engine repairs, and transmission work. Having a reliable local service provider will provide several important benefits to the department. It will help reduce turnaround times when vehicles are taken out of service, allowing our apparatus to return to service more quickly and helping maintain the department's operational readiness. It will also allow us to keep more of our department's spending within the local community, supporting a local business while receiving the services we need.

Using a local provider also gives us the ability to develop a working relationship with a company that becomes familiar with our fleet and its specific needs. This can make future maintenance and repairs more efficient and help us address problems before they become larger issues.
Premier RV/Auto Service will be able to handle the majority of our vehicle maintenance needs. The exceptions will be fire pump and aerial apparatus issues, which require specialized service and will continue to be handled by appropriate vendors.

Establishing this local partnership is another step toward being good stewards of Township resources while keeping our equipment maintained, our vehicles in service, and our tax dollars working within our local community whenever possible.

National Night Out:

The 2026 National Night Out event was an outstanding success, with what appeared to be the largest turnout the event has ever experienced. Moving the event to the Fire Station and utilizing the indoor space proved to be an excellent decision. The response from the community was overwhelmingly positive, with attendees repeatedly expressing their appreciation for having the event at the station and for providing a comfortable, indoor environment for families.

Based on the tremendous turnout and the positive feedback received from those in attendance, the decision has been made to continue holding National Night Out at the Fire Station on an annual basis. The success of this year's event demonstrated that the station provides an ideal location to bring the community together while allowing residents to interact with the Police and Fire Departments in a relaxed and welcoming environment.

Special recognition and appreciation are extended to Lt. Banks and Officer Turner for their hard work, dedication, and commitment to organizing and making this event such a success. Their efforts played a significant role in creating an event that was well received by the community. The decision to move National Night Out to the Fire Station was clearly a tremendous success, and the department looks forward to building on that success in the years ahead.

Resignation of Fire/Medic:

Sage Osika, has submitted a letter of resignation stating that due to a career patch change she will no longer be able to meet the requirements set forth by the department when it comes to staffing availability and training requirements. She is leaving on good terms and was told that she would be welcomed back at any time.

Approval of accepting the resignation of Sage Osika

Gene Morris **moved** to approve the resignation of Sage Osika. Larry Kaufman seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

Replacement Fire/Medic:

With the resignation of Sage Osicka, we have reached out to the next candidate on our hiring list and spoke with her, she is still interested in joining our department. She is a full-time Akron Firefighter and lives on the Wadsworth/Seville border. If approved by the trustees I would like to add her to our roster effective immediately. We would not need to order her any gear, or provide her with any training.

- Name: Terra White, Effective hire date: 8/19/2026
- Pay Rate would be Firefighter-2/Paramedic $22.28

Approval of the hiring of Terra White effective 8/19/2026 at $22.28 as a part time employee

Gene Morris **moved** to approve Tera White as a part-time Firefighter II/Paramedic at the introductory period hourly pay rate of $22.28 per hour with an effective hire date of August 19, 2026. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

Funding Requests

AED Purchase and Replacement:

The Trustees discussed the need for an AED at Town Hall, as well as the Fire Department's need to replace and update several existing AED units to meet current standards. New AED units are currently priced at more than $1,500 each.

A.C. Johnson obtained a quote for six new AED units to be placed in Car #1, Car #2, Utility #1, Engine #1, Ladder #1, and Town Hall. With the trade-in value of the Fire Department's existing AED units, which are outdated and will need to be replaced within the next several years, the quoted cost is $1,157.34 per unit, for a total purchase price of $6,944.04.

The Village recently updated all of its AED units as well. The units included in this quote are compatible with the Fire Department's cardiac monitors, allowing patient information and equipment to transition seamlessly from the AED to the crew's cardiac monitor when the Fire Department arrives on scene. This compatibility will help eliminate delays and improve continuity of patient care.

The Fire Department will provide training for any Town Hall staff, Township employees, or other interested individuals who would like to learn how to properly operate the AED units. The purchase would provide the Town Hall with a new AED while also allowing the Fire Department to proactively replace outdated units and standardize equipment across the department.

Approval of purchase of 6 AED Machines in the amount of $6,944.04

Gene Morris **moved** to approve the purchase of 6 AED machines for the fire station (5) and township hall (1) for the purchase price of $6/944.04. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

STOP THE BLEED Kits:

Risk Management of the Ohio Plan Insurance recommended the purchase of STOP THE BLEED kits for Township vehicles that currently do not have first-aid equipment and emergency resource.

A complete personal STOP THE BLEED® kit can be purchased for $125 or less per kit and can be ordered through our existing Fire Department suppliers. The kits are designed to allow individuals to quickly control life-threatening bleeding until emergency responders arrive. The tourniquet and hemostatic dressing included in the kit utilize the same type of lifesaving technology recommended by the U.S. military for controlling severe bleeding.
Each kit includes:

- 1 – STOP THE BLEED instructional booklet
- 1 – C-A-T tourniquet
- 1 – QuikClot Z-Fold hemostatic dressing
- 1 – 4-inch responder flat dressing
- 1 pair – Large responder nitrile gloves
- 1 – 7.25-inch responder trauma shears

Adding these kits to Township vehicles will provide employees with immediate access to critical bleeding-control equipment in the event of an accident or other emergency, particularly when Fire or EMS personnel have not yet arrived. The cost is relatively minimal, while the potential lifesaving benefit is significant. This is another opportunity to improve employee safety and emergency preparedness throughout the Township.

If the Trustees would like to add these kits to their respective Township vehicles, please let us know how many kits you would like to purchase. Assistant Chief Johnson will obtain and order the requested kits as soon as possible.

Approval of purchase of 6 STOP THE BLEED kits at the cost of $125 each

Bob Rohrer **moved** to approve the purchase of 6 Stop The Bleed kits at the cost of $125 each. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

Road Supervisor (Andy Liston)

- Replaced crossover on Schaub Rd force account amount $2,760.88
- Melway chip sealed Guilford Rd
- Started to mow roadsides again
- Larry Kaufman added that on River Styx road a bunch of leaves are hindering the flow of water.

Approval of force account in the amount of $2,760.88 for a replace crossover on Schaub Rd.

Gene Morris **moved** to approve the force account amount of $2,760.88 for crossover replacement on Schaub Rd. Larry Kaufman seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

Zoning Secretary (Julie Carr)

- Zoning Commission met on 8/13/26 and is continuing to work on the Home Occupation section of zoning.

- ZC is also preparing to discuss data centers and the township's position. Legal Counsel has been emailed for guidance. Trevor Jones (Chair of the Zoning Commission) shared that a data center would have a large impact on the community resources. He asked if the Trustees will issue a moratorium on data centers for one year while the board researches and educates themselves on data centers.

Approval of a 1-year moratorium on construction of data centers effective 8/18/2026

Gene Morris **moved** to approve a one-year moratorium on the construction of data centers in Guilford Township effective August 18, 2026. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

- BZA is meeting on Thursday 8/20/26 for a variance application on Yoder Rd.

Zoning Inspector (Julie Carr)

- Records Request has been submitted for 8909 Yoder Rd. Bob Rohrer shared that the driveway has been worked on. He added it is hard to see the property with the trees and foliage, but if the property has remedied all zoning violations, then the matter will be closed. Trustees agreed to not seek legal counsel to take the next steps for an additional 30 days.
- No updates on the baseball business on Rawiga Rd.

River Styx Cemetery/**Mound Hill Cemetery** (Jeff Kersey)

- Hydrant leaking that needs replaced.
- Spreadsheets on the cemetery are on excel sheets and backed up on a flash drive. Ray Ruprecht suggested moving the cemetery files upstairs at the township hall. Board expressed digitizing the files and using google docs as an option. Morris will reach out to the Sexton and what records are being utilized. Ruprecht will reach out to Shannon about storing information in the google docs.

Trustees Reports

Bob Rohrer

- Talked with ZI Carr regarding Yoder Rd violation.
- Matt Litman asked about receiving a paper version of the zoning book.

Gene Morris

- I had a call from a member on the BZA asking about a paper copy of the zoning manual, I referred them to Shannon and Julie
- I talked to the Zoning Chairman about data centers.

Larry Kaufman

- Talked to Chad twice at Cavanaugh Construction about the well situation.
- Emailed Jon Strong email account list.
- Followed up with Jon for update.

Comments from the Public

- Jerry Springer asked what the last executive session was about as reflected in the minutes. Gene Morris shared that it was to discuss security matters and no action was taken.

Old Business

- Township Garage Addition- information is expected from Cavanaugh Construction soon.
- Cybersecurity training update & Technology Engineering Group plan- Larry has been tracking completed training and has been in communication with Jon Strong.
- Microsoft Word 365 license- this has been updated for the fire department and township. Board discussed who needs a license. It was determined that Andy, Julie, Anita will need access. Board agrees 4 licenses are needed. Township will reimburse the Fire Association for this cost.
- AED's for township hall and fire department.- is being purchased. The rental revenue for township hall will exceed $7,500 in 2026.

New Business

- Stop the Bleed Kits-Recommendation from the Ohio Plan Risk Management assessment. Also, an assortment of bandages and misc. items for a first aid kit. (discussed earlier in meeting)

Signing of the Warrants

Gene Morris **moved** to pay the warrants; payroll/accounting EFTs of $80,408.49 Bob Rohrer seconded the motion. Roll call: Morris –yes, Rohrer – yes, Kaufman– yes.

Adjournment

Bob Rohrer **moved** to adjourn the meeting. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes, Kaufman- yes. The meeting adjourned at 9:12 P.M.

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Bob Rohrer Gene Morris

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Larry Kaufman Ray Ruprecht