

**GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
August 1, 2023**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on August 1, 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 Andy Liston, Michael Colonna, Jim Krahl, Diane Allen, Jim Alen, Teresa Schempp, Ken Terry, Ron Scuderi, Mayor Carol Carter, Bill Shook, Randy Goodson, Karen Goodson, Don Hendrickson, Pam Hendrickson, Paul Wyrzykowski, John Telmanik, Jansen Wehrley, Robin Slattery, Kevin Slattery, Randy Pollock, Shannon Colonna

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of July 19, 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 | |
|---|--------------------|
| Type | # Incidents |
| EMS | 286 |
| Fire/Other | 158 |
| TOTAL | 444 |

| JULY # | |
|-------------------------|----------|
| FIRE INSPECTIONS | 4 |

Building/Grounds/Maintenance

- Nothing to report.

Apparatus/Equipment

- The ladder truck is back in service.
- There were some issues with tornado sirens. One on Blake had a problem with a tree and was resolved by BOPA. One in Seville was offline and has been fixed for a cost of \$655.45. Mitchell Communications recommended replacing all of the batteries for \$3,451.55, which includes the cost of labor and installation. Jerry noted that anyone who is interested can also sign up for alerts with Medina County EMA.

Approval to New Batteries for Tornado Sirens

Bob Rohrer **moved** to approve the purchase of 16 new batteries and labor to install for a cost of \$3,451.55 for the early warning tornado sirens. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Operations

- Hydrant flowing ongoing.

Announcements

- Brian Lloyd has resigned from our department. He was promoted to Lieutenant at his full-time job and needs to focus on his new role. We wish him the best.
- There was some discussion about the location of the baby box. They originally required 24-hour surveillance, and they were concerned about meeting that requirement. The requirement has changed, and they will now be able to comply with the requirement that someone is immediately notified if a baby is placed in the box. This was already approved and partially paid for by a grant and donated money, but they need to confirm that they want to proceed and determine the location. He suggests they review the information and discuss it more at the next meeting.

Training

- Fire: Step up and Lead class at the FOP lodge.
- EMS: Pediatric Life Support

Road Supervisor (Andy Liston)

- Hubbard Valley Ditch Enclosure is done. Force account for Hubbard Valley is \$12,385.73.
- Received the new mower and it is in use. Andy is starting to have some problems with the tractor, and he is trying to figure that out. Would like to get a price for the old mower. He does have someone interested in purchasing it. Bob suggested starting at \$8,000.00, and they may be able to come down. Gene suggested that they could go down as far as \$5,000.00.

Approval of Force Accounts Payments for Ditch Enclosure on Hubbard Valley

Jerry Winkler **moved** to approve the force account payments for a ditch enclosure on Hubbard Valley Road for \$12,385.73. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Secretary (Shannon Colonna)

- The Zoning Commission will be meeting on August 10, 2023 for their regular meeting.
- Shannon would like someone to confirm if Wendel Payn intends to remain on the BZA. Bob said that he can find out.

Zoning Inspector (Curt Lauer)

- Curt is absent. He did not provide a report.

River Styx Cemetery/Mound Hill Cemetery

- Jerry received several calls about a tree limb down at the cemetery. Bob helped handle that.
- Ray is presenting a Resolution tonight for the removal of trees, including the branch that already came down. Bob noted that there are a couple more that need to come down. He is suggesting a cost of \$21,000 to give them additional money, and as long as they don't exceed that amount it will be covered.
- Bob spoke with John.

Trustees Reports

Bob Rohrer

- Bob received a call about the Hubbard Valley Ditch enclosure.
- Bob attended the park meeting.
- Bob met with the door company, and the doors have been replaced.
- Bob took care of having the new doors rekeyed to work with the old keys.
- Bob called Jim Venus about fixing the sidewalks, and that work has been completed.
- Bob checked out the tornado sirens.
- Bob spoke with Chief Cyphert about the baby box.
- Bob contacted AJ about the limb that was down at the cemetery.
- Bob received a call from someone that had a burial at River Styx about an issue with a foundation.

Jerry Winkler

- Jerry received several calls about the cemetery. There is a crooked footstone that they are working on. He also helped with a cremains burial.

Gene Morris

- Gene checked on the progress at the Township Hall.

Comments from the Public

- Teresa Schempp's grandparents are buried at Mound Hill, and she has some concerns. About a year-and-a-half ago, she visited and found that a stone had been placed in front of her grandparents. Now she can't now even stand in front of it, and it cannot be maintained. Jerry responded that they have the paperwork for the other foundation, and it is valid, but the stone is crooked. This is an old part of the cemetery and in that section, burials are behind the stone. She is upset because there have been ongoing issues with weeds. Jerry said they will look into making sure the weeds are addressed. They are also trying to work with the monument company to get it straightened out.
- Jansen Wehrley from 4669 Blake Road is attending to provide additional information about a proposed land swap between the Medina County Park District and the Muskingum Watershed Conservancy District. They are looking into constructing a commercial building in an area that is zoned Residential. They are hoping to stop the transfer. There are a number of other neighbors attending tonight that are intending to fight this as much as they can. He does not feel it is consistent with the Comprehensive Plan. Mr. Wehrley reached out to Curt Lauer to provide information about the proposed plan and was hoping to get feedback about potential roadblocks. He found out through public records request that there are two possible alternate locations. He would like the Trustees to either pass a resolution or a motion opposing the proposal. If that is not possible, he would like a Trustee to attend the next park meeting. He is also interested in attending the township zoning commission. He said that Curt Lauer told him that they could not apply for a variance until they owned the property. Bob said that is not correct. Jerry noted that the Director of the Park District sent the Trustees a letter and read that letter. There was some discussion about if they could pass a resolution that they don't approve the proposed land swap and development. They have signed letters objecting to other things in the past. There is

agreement that there are plenty of other locations that would be more suitable than a residential neighborhood, and they would be willing to sign a letter objecting. They were told there would only be one employee, but that could easily change. Randy Goodson from Blake wanted to express his support for opposing the proposed development.

- They will draft a Resolution to oppose the proposed land swap between MWCD and MCPD on Blake Road for the purpose of construction of a commercial building in a rural residential area. This does not align with the Comprehensive Plan and would require a Conditional Use Permit that many residents would oppose. Shannon and Ray will work with Mr. Wehrley on a draft Resolution.

Old Business

- Employee handbook – They are working on some changes to this.
- The ARPA fund projects.
 - Township hall/garage, parking lot (Andy Liston) *on hold until septic system completed.*
 - Andy has received a draft and is working with them on making a few changes.
 - Township hall doors and any other improvements (Bob Rohrer & Gene Morris) - Complete
 - Township hall septic system (Gene Morris) - Complete
 - Ambulance
- August 15, 2023 meeting will start earlier at 7:00 p.m. to allow time for Road and Fire & EMS planning.

New Business

- Approval of Revenue accounts 2901-891-2704 Other-Miscellaneous Operating (Fire & EMS Equip) and 2282-891-2701 Other-Miscellaneous Operating (Fire or EMS Training Grant) and Appropriation accounts 2901-760-740-2704 Machinery, equipment, and Furniture (Fire & EMS Equip.) and 2282-220-590-2701 Other Expenses (Fire & EMS Training).

Approval of Revenue and Appropriation Accounts

Bob Rohrer **moved** to approve Revenue accounts 2901-891-2704 Other-Miscellaneous Operating (Fire & EMS Equip) and 2282-891-2701 Other-Miscellaneous Operating (Fire or EMS Training Grant) and Appropriation accounts 2901-760-740-2704 Machinery, equipment, and Furniture (Fire & EMS Equip.) and 2282-220-590-2701 Other Expenses (Fire & EMS Training). Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- **RESOLUTION NO. 2023-11** 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 – *Tree removal and cleanup at the Mound Hill Cemetery, Township grounds parking lot, sidewalk, and landscaping.*

Gene Morris **moved** for the adoption of the following Resolution:

RESOLUTION NO. 2023-11

Tree removal and cleanup at the Mound Hill Cemetery
Township grounds parking lot, sidewalk, and landscaping

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 simply 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 full clean-up of trees at the Mound Hill Cemetery at the cost not to exceed \$21,000.00.**
- **Township grounds parking lot, sidewalk, and landscaping at the costs not to exceed \$3,000.00.**

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

X Other- Removal and clean-up of trees at the Mound Hill Cemetery, Township grounds parking lot, sidewalk, and landscaping

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.

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

- Supplemental Appropriation transfer of \$1,500.00 to 2282-220-599-2601 (Other-Other Expenses (Physicals/Testing) from 2282-760-750 (Motor vehicles).

Approval of Supplemental Appropriation Transfer

Jerry Winkler **moved** to approve the Supplemental Appropriation transfer of \$1,500.00 to 2282-220-599-2601 (Other-Other Expenses (Physicals/Testing) from 2282-760-750 (Motor vehicles). Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Signing of the Warrants

Jerry Winkler **moved** to pay the warrants, payroll/accounting EFTs of **\$122,239.35**. Bob Rohrer seconded the motion. Roll call: Morris – abstained, 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 was adjourned at 9:21 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht