

**GUILFORD TOWNSHIP TRUSTEES  
REGULAR MEETING MINUTES  
February 3, 2026**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on February 3, 2026 at 7:30 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Larry Kaufman, and Fiscal Officer, Ray Ruprecht.

Also present were Andy Liston, Keith Geiger, Dan Davis, Tammy Johnson, Mayor Carter, Brittany Banks, Ron Scuderi, Christine Fields, Jeff Kersey and Julie Carr

**Approval of Minutes**

Bob Rohrer **moved** to approve the regular meeting minutes of January 20, 2026. Larry Kaufman seconded the motion. Roll call: Rohrer – yes, Kaufman – yes.

**Department Reports**

**Fire-EMS Department** (Keith Geiger)

<b>2026 INCIDENT COUNT YEAR TO DATE</b>	
<b>Type</b>	<b># Incidents</b>
EMS	40
Fire/Other	30
<b>TOTAL</b>	<b>70</b>

<b>Year to date:</b>	
<b>FIRE INSPECTIONS</b>	<b>0</b>

- On pace to hit 851 calls for 2026

**Building/Grounds/Maintenance/Equipment**

- The Seville Police Department, under the direction of Chief Taylor Deal, has approached the Fire Department regarding the acquisition of a used police cruiser. The Police Department recently took delivery of three new cruisers and plans to sell three older units. They have offered one of these used cruisers to the Fire Department at no cost. The only expenses to the Fire Department would be the title transfer fees and the cost to have the vehicle wrapped to match existing department vehicles. This vehicle would enhance our operational capabilities by allowing the current pickup truck to remain in service at the station for responses involving trailers, as needed. Additionally, the extra vehicle would allow an officer to respond directly to an incident scene during times of limited staffing, particularly in the evenings. I would also like to utilize this vehicle to house drones and other specialty equipment used for countywide responses. This would allow for immediate deployment of this equipment without delay. Chief Deal is currently finalizing the necessary approvals with the Village. Pending Village approval, I am requesting authorization to accept this vehicle donation on behalf of the Fire Department.

### Approval of Donation

Bob Rohrer **moved** to accept the donation of a 2016 Ford Explorer from the Village of Seville for use at the fire department . Larry Kaufman seconded the motion. Roll call: Rohrer – yes, Kaufman – yes.

- The inverter on the 2007 American Lafrance ladder has gone out. Part will be less than \$1,000 and will be installed in-house once it arrives.
- The 2007 American Lafrance 75' Ladder Truck is going to need to be replaced in the next 2 years. The current ladder truck is under sized to meet the growing need of the commercial areas we currently cover. This does not include new construction slated to take place. Current prices for a replacement ladder are 1.5million-2.0million with a build time of 2.5-3yrs. Based on NFPA 1901 and 1911 standards, fire apparatus should generally be removed from frontline service after 15 years, moved to reserve status, and completely retired or replaced by 25 years. These guidelines emphasize safety, aiming to replace older units that lack modern technology, such as advanced safety systems and better equipment capacity.
- We have submitted a grant application for \$15,000. If awarded, it will be used to purchase 2-new gas meters, 2-new thermal imaging cameras, 2-new sets of forcible entry tools, 2-new hooks for pulling ceilings, and all the equipment needed to calibrate the 2-new gas meters and our current gas meter.

### Announcements

- Chief will be out of town for the February 17th meeting, a report will be submitted by email in his absence.

### Training

- Officer and staff meetings took place this past week. Officers will be meeting once a month to report to the chief on progress of assigned duties and tasks.
- We are going to start performing annual reviews on all employees. These reviews will be used to help guide the current staff in a positive direction.

### Request

- Chief is requesting authorization to apply for the Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) Grant. The purpose of this grant is to enhance a fire department's ability to meet industry-recognized staffing standards and improve emergency response capabilities.

The SAFER Grant is specifically designed to support the hiring and retention of fire service personnel in order to ensure safe and effective response to emergencies. Participation in this program would allow our department to increase staffing levels while leveraging significant federal funding support. This is a cost-sharing grant, and approval to apply requires a commitment from the Township to participate in funding a portion of the staffing costs. For hiring grants, SAFER typically provides funding on a declining scale over a three-year period. A common funding structure is as follows:

- Year 1: 75% of salary and benefits covered by the grant
- Year 2: 75% of salary and benefits covered by the grant
- Year 3: 35% of salary and benefits covered by the grant

The remaining costs would be the responsibility of the Township during each year of the grant period. This phased approach allows the community to gradually absorb staffing costs while immediately improving service levels and compliance with industry standards.

Approval to pursue this grant does not obligate the Township beyond the required cost share if the grant is awarded; however, it is necessary to demonstrate the Trustees' commitment to funding the local portion of the staffing increase.

I respectfully request the Trustees' approval to proceed with the SAFER Grant application and to acknowledge the required cost-sharing commitment should the grant be awarded.

- Chief is requesting authorization to apply for the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG). This grant program is intended to improve emergency response capabilities by supporting fire departments, emergency medical service organizations, and state fire academies with funding for critical needs. The AFG program is competitive in nature. Applications are evaluated and ranked based on the quality of the project description, demonstrated priority, and documented community need. Submission of an application does not guarantee an award, but approval to apply allows us to compete for federal funding to support essential improvements. The AFG grant requires a non-federal cash cost share, which is based on population served. The required local match is as follows:

- 5% for populations of 20,000 or less
- 10% for populations of 20,001 to 1 million
- 5% for populations over 1 million

If awarded, the Township would be responsible for providing the applicable local match. Only one AFG application per agency is permitted per year. Award amounts are generally capped based on population size and program guidelines. AFG funds may be used for a variety of eligible purposes, including operations and safety improvements, vehicle acquisition, or participation in regional or cooperative projects. This flexibility allows the department to target high-priority needs that directly enhance firefighter safety and emergency response effectiveness. Approval to apply does not obligate the Township unless the grant is awarded; however, it does require acknowledgement of the applicable cost-share commitment should funding be received. I respectfully request the Trustees' approval to proceed with the Assistance to Firefighters Grant application.

- If awarded, I am proposing to use AFG funding to purchase a second full set of turnout gear for all firefighters (\$6,000-\$8,000 per set). Having two complete sets of gear per firefighter is a recommended safety practice that allows crews to rotate gear for cleaning and decontamination and reduces prolonged exposure to toxic contaminants. Firefighter personal protective equipment (PPE) naturally becomes contaminated with carcinogens during fireground operations. These contaminants can be absorbed through the skin or inhaled from off-gassing, and regular use of a single set of gear increases cumulative exposure over time. Studies and firefighter health organizations consistently identify cancer as a leading cause of line-of-duty deaths in the fire service, with firefighters experiencing significantly higher rates of certain cancers compared to the general population due to occupational exposures. Providing a second set of gear enables immediate gear rotation after incidents and facilitates more thorough cleaning and decontamination, helping to mitigate these risks.

Approval to apply does not obligate the Township unless the grant is awarded; however, it does require acknowledgement of the applicable cost-share commitment should funding be received. I respectfully request the Trustees' approval to proceed with the Assistance to Firefighters Grant application, including the proposed purchase of additional turnout gear to enhance firefighter health and safety.

Kaufman and Rohrer both agree that the Chief should apply for the Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) Grant.

**Road Supervisor** (Andy Liston)

- Had a few snow events to plow and salt
- Had one Burial at River Styx
- Continue to do some shop work
- Ruprecht shared that the prosecutor informed him about his thoughts on replacing driveway pipe and ditch enclosures. Prosecutor Nathan Kott could not give a legal opinion that supports the township continuing this practice. He is looking into options going forward and will get back to Ruprecht in regards to if the Township Trustees could install a driveway pipe or ditch enclosure if it is deemed is necessary and beneficial for road ditch water flow.

**Zoning Secretary** (Julie Carr)

- BZA organizational meeting is scheduled for Feb 10th at 6:00 p.m.
- Zoning Commission is meeting on Feb 12th 7:00 p.m.

**Zoning Inspector** (Julie Carr)

- No applications in January to report
- Will be attending the OTA Winter Conference

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

- New mower is in a Kiefer Equipment. They are waiting for the attachment package and flap to install.
- Parks department took care of all the branches at the cemetery.
- Parks department built a pit and surrounded it with concrete for debris at the rear of the property.

**Trustees Reports****Bob Rohrer**

- Talked with the Chief to discuss grants. The station looks great.
- Stopped at neighbors of the fire station to discuss down trees. Again, they are not available. Left his card.

**Gene Morris**

- I had a lengthy text and voice conversation with the Zoning Inspector regarding a property on River Styx Road. I also suggested she reach out to Trevor Jones with the zoning commission to try to determine the possible intent of the applicable zoning regulations.

**Larry Kaufman**

- Completed training for: Sunshine Laws and Ohio Ethics Law
- Attended the Medina County Emergency Management Agency advisory organizational meeting w/ Chief Geiger
- Talked w/ Chief Geiger about Ladder truck
- Looked over the Guilford Hall rental agreement

**Comments from the Public**

- Received an application from Tom Fields for a position on the Zoning Commission.
- Ron Scuderi wanted to recognize the Quilting Group and all the quilts they donated to people in need.

- Ron Scuderi shared that in May 2025 he made an error with his suggestion on the hall rental agreement. He would like clarification on who should and shouldn't pay the rental agreement. Waiving the fees for short term rental for residents has been rescinded effective immediately. Trustees will review the upcoming contracts for 2027.

**Old Business**

- Cyber Security Training- Kaufman said we need a list of all devices we use at/for the township. This includes cell phones and computers of all elected officials and employees.
- Township Garage addition RFQ- Prosecutor looked this over the description of the project and legal notice that will be sent to the paper. Ruprecht said the next step is to get design firms in discussion.

**Approval to proceed with advertising  
for the Request for Qualifications of the Guilford Township garage addition**

Bob Rohrer **moved** to proceed with advertising for the Request for Qualifications of the Guilford Township garage addition. Larry Kaufman seconded the motion. Roll call: Rohrer – yes, Kaufman– yes.

**New Business**

Ruprecht shared that the Board of Elections is scheduled to have a special election on May 5, 2026 and will need contact persons for the township. Ron Scuderi and Andy Liston will be covering this for the township.

**Signing of the Warrants**

Bob Rohrer **moved** to pay the warrants, payroll/accounting EFTs of \$147,231.91. Larry Kaufman seconded the motion. Roll call: Rohrer – yes, Kaufman– yes.

**Adjournment**

Bob Rohrer **moved** to adjourn the meeting. Larry Kaufman seconded the motion. Roll call: Rohrer - yes, Kaufman- yes. The meeting adjourned at 8:24 p.m.

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Bob Rohrer

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Gene Morris

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Larry Kaufman

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Ray Ruprecht