

**TOWNSHIP TRUSTEES  
REGULAR MEETING MINUTES  
February 6, 2024**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on February 6, 2024 at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Jerry Winkler, and Fiscal Officer, Ray Ruprecht.

Also present were Michael Colonna, Jim Krahl, Ron Scuderi, Mayor Carter, Jim Carter, Andy Liston, Julie Carr, Jeff Kersey, and Shannon Colonna

**Approval of Minutes**

Jerry Winkler **moved** to approve the regular meeting minutes of January 16, 2024. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

**Department Reports**

**Fire-EMS Department** (Jim Carter for Brian Cyphert)

<b>2024 INCIDENT COUNT YEAR TO DATE</b>	
<b>Type</b>	<b># Incidents</b>
EMS	35
Fire/Other	25
<b>TOTAL</b>	<b>58</b>

<b>Year to date:</b>	
<b>FIRE INSPECTIONS</b>	<b>7</b>

**Apparatus/Equipment**

- There was a small problem with the Ambulance Cot loading system control board and Trolley Position Sensor. The cost of this repair is \$4,190.48.

**Announcements**

- They have received six applications from interested stakeholders for the strategic planning committee. Please email Chief Cyphert to be a member.

**Training**

- Water rescue/ Maxwell Class – They have specifically been training for ice rescue.

**Funding Requests**

- Physicals NTE, estimated cost not to exceed \$7,000.00. This is not mandatory but is highly recommended and may help with grants.
- Aladtec scheduling and payroll software annual \$4,636.00. This is due February 28, and is close to what they paid last year. They are using this for documentation and communication as well. Jerry suggested that they may look into replacing Lexipol if Aladtec has those features.
- Medina EMA All Hazards Teams Cost Allocations \$2,543.17.

### **Approval of Ambulance Cost Loading System Control Board and Sensor**

Bob Rohrer **moved** to approve the purchase of the Ambulance cot loading system control board and trolley position sensor for \$4,190,48. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

### **Approval of Physicals from MedPro, Aladtec Scheduling Software, and Medina EMA All Hazards Team Cost**

Bob Rohrer **moved** to approve the purchase of physical with NTE for a cost not to exceed \$7,000.00, the purchase of Aladtec scheduling software annual cost of \$4,636.00, and the cost allocation of the Medina EMA All Hazards Team for \$2,543.17. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

### **General Updates:**

- Since the beginning of the year, there have been three building fires. One in Lafayette where they responded with the ladder, command trailer, Chief and seven total personnel. Last week they had a barn fire that the shift made an incredible stop as the fire was traveling up into the truss space. They were able to keep the damage minimal. This week they responded to a small chimney fire that was confined to the box and chimney. They were able to stop the spread into the basement.
- Volunteer Fire Fighters' Dependent Fund: After some discussion, there was an agreement to assign Jerry Winkler, Ray Ruprecht, Andy Liston, James Clement, and Steve Kantorik.

### **Department Reports**

#### **Road Supervisor** (Andy Liston)

- Had a few snow events to clean.
- Fix some small potholes.
- Took F550 in for service for a cost of \$240.00.
- Boom mower head is expected to be in on May 31.

#### **Zoning Secretary** (Shannon Colonna)

- **BZA:** There was a BZA hearing on February 1, 2024 for a variance for an accessory building 12' from the property line, not entirely behind the house, and within seventy-five feet of the road right-of-way. The applicant wanted to take advantage of an existing slab, and also had some limitations on the property. The variance was approved.
- **Zoning Commission:** The Board will be meeting this Thursday. Items on the agenda include reviewing the updated Comprehensive Development Plan and reviewing all regulations for signs and multiple family dwellings to make sure our regulations are clear and consistent. This is the result of some of the questions Julie asked. Shannon has also talked to Julie about some general suggestions for updating how the zoning regulations are organized. She suggested organizing each of our zoning districts sections to be the same (1. Permitted Uses, 2. Conditionally Permitted Uses, etc.) and also making sure district specific regulations were in the correct district and not in the General section. There has also been some discussion about updating the Conditionally Permitted sections and cross references to be more user friendly. Current cross references are difficult to find, inconsistent, and some are clearly incorrect. She suggested that this be organized into 'Overall Development Standards' and 'Supplemental Regulations for Certain Uses.'

### Zoning Inspector (Julie Carr)

- Julie would like clarification from the Zoning Commission on 4.17 (B-D) and 9.22 (2). 4.17 (B-D) is about the requirement for accessory buildings to be behind the main structure. She is interpreting this to require accessory buildings to be completely behind, not beside, the main structure. 9.22 (2) is the section on Home Occupations and requires that accessory buildings be behind or parallel to the main structure, which seems inconsistent with 4.17.
- Julie asked for feedback on the current process for site plan reviews, which can possibly require an applicant to pay a fee for a variance and a site plan review. Julie has talked to both Boards, and her suggestion is to change this to require Zoning Commission review for all permitted uses. She noted that the Zoning Commission is not allowed to add any conditions, only the BZA can do that. Having both Boards involved could create confusion about who has the final say.
- There is a court date sometime next week for the property on Seville Road. She will get an administrative search warrant and will be accompanied by a deputy. She would appreciate it if one of the Trustees could come as well.
- Julie is looking into the Baseball business on Rawiga. According to their website, they have staff. Legally this would be considered a recreational facility.
- Julie received quite a few calls from Mark Evans. She has discussed these complaints with the prosecutor. The mechanic on Hubbard is advertising as a mobile mechanic, and not doing work at the residence. She determined that this is not a home business and closed this complaint.
- Julie provided the January 2024 Monthly Report. There were four applications, with a total income of \$360.00. This included an application for solar, a lot split, a site plan review, and an ag exempt.
- Bob noted that there is a guy on the North end of Yoder with some junk cars. Julie has a list of complaints that she is working through and may need some feedback on what the priorities should be.

### River Styx Cemetery/Mound Hill Cemetery

- EGAL 2024 increase rates for cemetery foundations, \$0.75 per square inch & minimum of \$325.00. Jerry is still working on checking rates from other companies.
- There is a burial in the late afternoon on Friday. Jerry recommends paying overtime on this.
- Jeff Kersey reported that everything is going well at the cemetery.

#### **Approval of Overtime Pay for Burial**

Jerry Winkler **moved** to charge an additional \$125.00 for overtime pay for opening and closing a grave that is done after hours for a burial on Friday, February 9, 2024. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

### **Trustees Reports**

#### **Bob Rohrer**

- Bob called the door company, and they adjusted the door.
- Bob suggested rescheduling the special meeting with Mr. Simmons for March 5 at 7:00 PM.

### **Approval of Special Meeting on March 5**

Bob Rohrer **moved** to have a special meeting on March 5, 2024 starting at 7:00 PM before the regular meeting. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

#### **Jerry Winkler**

- Jerry received a compliment about how well Julie is doing as the Zoning Inspector.
- Jerry spoke with Julie a couple times and is happy she is keeping them informed about what is happening.
- Jerry called Mike Lyons about the cost recovery agreement, and he is still working on that.
- Jerry received multiple calls from a resident about the baseball facility on Rawiga. There was some discussion about the fee structure for site plan reviews.
- Jerry spoke with Chief Cyphert about some grant writing and will be helping with that.

#### **Gene Morris**

- Gene is absent.

#### **Trustee Action Items:**

- Cost Recovery agreement – pending legal review.
- Fire & EMS planning.
- Township garage addition - meeting scheduled.
- Employee handbook – ongoing.
- Cannabis Resolution – They should come up with a plan to address this at some point.

#### **Comments from the Public**

- Mayor Carter provided an update on a member of Seville Council who has resigned.

#### **Old Business**

- OTA Township Education Subscription

#### **New Business**

- Annual certification and board members for Volunteer Fire Fighters' Dependent Fund (VFDF).
- Ponds Beautiful submitted a quote for \$1,545.

### **Approval of Ponds Beautiful Maintenance**

Jerry Winkler **moved** to approve the contract with Ponds Beautiful to take care of the fire station pond. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

- Resolution 2024-01 Approved Usage of OneOhio Opioid Settlement Funds Toward Evidence-Based Forward-Looking Strategies, Programming and Services used to Provide Substance use Avoidance and Awareness Education, and Donate \$1,400.00 to Cloverleaf School District for VapeEducate Program.

Jerry Winkler offered the following resolution and moved the adoption of same which was second by Bob Rohrer.

**RESOLUTION 2024-01**

**Approved Usage of OneOhio Opioid Settlement Funds Toward Evidence-Based Forward-Looking Strategies, Programming and Services used to Provide Substance use Avoidance and Awareness Education and Donate \$1,400.00 to the Cloverleaf School District VapeEducate Program**

**WHEREAS**, Ohio reached an \$808 million agreement with the three largest distributors of opioids. The state developed the OneOhio plan, a mechanism to ensure that any money from a negotiated settlement is distributed fairly to the communities hit hardest by the opioid crisis;

**WHEREAS**, OneOhio Funds must be utilized in a manner consistent with the “Approved Purposes” definition in the OneOhio memorandum of understanding (MOU). According to the MOU, the Funds must be used for “evidence-based forward-looking strategies, programming and services used to (i) expand the availability of treatment for individuals affected by substance use disorders, (ii) develop, promote and provide evidence-based substance use prevention strategies, (iii) provide substance use avoidance and awareness education, (iv) decrease the oversupply of licit and illicit opioids, and (v) support recovery from addiction services performed by qualified and appropriately licensed providers[.]”

**THEREFORE**, the Guilford Township Trustees support using OneOhio Opioid Settlement Funds toward evidence-based forward-looking strategies, programming and services used to provide substance use avoidance and awareness education;

**NOW THEREFORE**, the Guilford Township Trustees approve sending \$1,400.00 to the programming and services used to provide substance use avoidance and awareness education provided by the Cloverleaf School District VapeEducate Program.

Roll call vote: Rohrer – Yes, Winkler – Yes.

**Signing of the Warrants**

Bob Rohrer **moved** to pay the warrants, payroll/accounting EFTs of \$187,205.43. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

**Adjournment**

Bob Rohrer **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes. The meeting was adjourned at 9:16 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

