

**TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
January 16, 2024**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on January 16, 2024 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 Jim Krahl, Tammy Johnson, Brian Cyphert, Ron Scuderi, Mayor Carter, Patrick (Gazette), Andy Liston and Shannon Colonna

Approval of Minutes

Jerry Winkler **moved** to approve the regular meeting minutes of January 2, 2024. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department (Brian Cyphert)

2024 INCIDENT COUNT YEAR TO DATE	
Type	# Incidents
EMS	8
Fire/Other	5
TOTAL	13

Announcements

- Baby box is all set, Health department has been contacted, and contractors have been contacted.

Calls of Interest:

- SGFD was dispatched to BleachTech on Ryan Road for a chemical leak on Monday, January 15. Fourteen people from the department responded throughout the day, they put in around 111 hours responding to this situation. There was never any danger to the public, but they did decide to shelter in place for about one-half mile around. The leak was 35% hydrochloric acid. None of the chemicals or gases leaked off the property. They worked with BOPA, EMA and other agencies.
- They have received a number of calls from people wanting to know why they were not notified and other questions. You have to sign up for these notifications, and then the notifications are sent to the people in the area that was impacted. Regular press releases were submitted throughout the incident. There were some issues with communication, and they will be reviewing this in the coming weeks.

Funding Requests

- They have received the bill from Lexipol for \$2,329.03, and Chief Cyphert thinks it is in their best interest to renew it for another year.
- There is some training coming up that he would like to send a few people to for a total cost not to exceed \$550.00.

Approval of Lexipol for 2024

Gene Morris **moved** to approve the purchase of Lexipol for \$2,329.03. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval of Training

Bob Rohrer **moved** to approve up to four individuals to attend Northern Ohio Arson Seminar training for a total cost not to exceed \$550.00. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Shannon Zimmerly will be resigning her full-time position to take a job with Cleveland EMS for more money and 12-hour shifts. She wants to stay part-time after a leave of absence to go through the academy. Chief Cyphert recommends that they keep her part-time as long as possible. She has not attended any training with SGFD that requires any commitment.
- Chief Cyphert would like to review the policy they have regarding paying for training. He recommends changing this to reimbursing upon completion of the course, with an additional reimbursement after a year.

Approval to Accept Resignation of Shannon Zimmerly

Jerry Winkler **moved** to accept the resignation of Shannon Zimmerly, grant her a three month leave of absence, allow her to continue as a part-time employee. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Road Supervisor (Andy Liston)

- Continue to work on equipment in the shop.
- Removed snow.
- Picked up a few branches from windstorm.
- Bob spoke with Bill about the building, and he would be happy to meet with the Township to review the building plans and discuss how to proceed. Ray added that they will need guidance from the prosecutor’s office if they are putting together a bid packet.

Approval of Special Meeting on February 6, 2024

Jerry Winkler **moved** to have a special meeting on February 6 at 7:00 PM to discuss the construction of the Township garage. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Secretary (Shannon Colonna)

- The Zoning Commission met on January 11. They had their organizational meeting for 2024. Jim Krahl will be Chair, and Rick Garrison will be Vice-Chair. They will continue to have regular meetings on the second Thursday at 7:00 P.M.
- They have received the site plan for the Buddhist Temple and scheduled that meeting for January 22nd at 7:00 PM. It was confirmed that they will be paid for this meeting.
- The Zoning Commission discussed the text changes that Julie suggested, and will move forward as follows:
 - Updating trailer park regulations to allow (“may”) laundry facilities instead of requiring (“shall”).

- Update references to lot minimum lot size requirement and lot size computation to four acres instead of four acres excluding the road right-of-way.
- They would like more time to review and discuss the site plan review process before making changes.
- They would like more time to review the regulations for multiple dwellings before making any changes.
- The county is having a training meeting on Thursday about Zoning Boards. There is some interest, and Shannon would like to confirm who this should be extended to and if that will be a paid meeting.
- There is a BZA hearing on February 1.
- There was some discussion about paying for the training and site plan review. Jerry noted that he would like to see members of the Zoning Boards attend training on their own. Shannon and Jim noted that they plan to attend this seminar regardless of if it was paid. Shannon suggested that they see if the training would be beneficial to the boards, and she can request a recording of the presentation to share.

Approval for Shannon Colonna and Jim Krahl to Attend Training

Jerry Winkler **moved** to approve for Shannon Colonna and Jim Krahl to be paid \$30.00 to attend the Medina County Zoning Seminar. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Inspector (Julie Carr)

- Gene noted that Julie will be attending one Trustee meeting each month to provide her Zoning report. They are in contact with her as needed in between meetings when issues or questions arise.
- Gene provided an update on the ag exempt permit that was issued for a barn on Harpster. This does not have to follow building setback requirements because the lot is over five acres; however, this brought up questions about our zoning regulations that have been directed to the Zoning Commission.

River Styx Cemetery/Mound Hill Cemetery

- EGAL 2024 increase rates for cemetery foundations, \$0.75 per square inch & minimum of \$325.00. Jerry said that he would like to reach out to some other companies to get other quotes before they change any fees.

Trustees Reports

Bob Rohrer

- Bob spoke with Bill Simmons about the township garage.
- Bob spoke with Julie about a barn on Harpster.
- Bob and Andy met with a resident about the work they are doing to resolve some flooding issues with an adjacent property.

Jerry Winkler

- Jerry spoke with Mayor Carter about tax abatements. The schools actually make the final decisions on abatement. There is an annual review for the businesses to make sure they are doing what they agreed to. There is an opening on the Board, and Mayor Carter has suggested that Jerry serve on this Board.

- Jerry spoke with Chief Cyphert about the chemical spill.
- Jerry reviewed emails about zoning.
- Jerry received a call from someone with a New York phone number asking if they have any legislation to address cannabis.

Gene Morris

- Gene reviewed the minutes.
- Gene spoke with Julie a couple of times and met her out at the Acme Road barn to measure the setback.
- Gene spoke with Ron about a hall rental question.
- Gene reviewed the Cannabis Resolution.

Trustee Action Items:

- Cost Recovery agreement – Prosecutor’s comments
 - Jerry is still waiting to hear from Mike Lyons. He will follow up again tomorrow.
- Cannabis Resolution
 - Mayor Carter noted that the former Huddle House is going to be a medical dispensary.
 - Jerry spoke with someone on a Fire Department in Colorado, and from their perspective having a dispensary has been good for revenue and has not caused any issues.
- Ron Scuderi received a call from someone who wants to rent the hall for 26 Sundays and 26 Wednesdays (until June). They are building a new church and would like a place to meet in the meantime. They would like to store some sound equipment here, and they have asked for a discount. He has questions about how they would like to manage the payment and contracts. They have rented the hall in the past and cleaned up very well.
 - This can be managed on a single contract with a list of dates. Payments can be submitted monthly and can be mailed to the Township.
 - There is an agreement that they can have a discounted rate of \$105.00 per week.
 - They will ask for a deposit of \$420.00, which can be applied to the last month.
 - There is consensus to update the contract to state that the Township is not responsible for any personal property left on the premises.
 - There is consensus to give them the lockbox code to access the building.

Comments from the Public

- There are no comments from the public.

Old Business

- OTA Township Education Subscription

New Business

- They have received the 2023 ODOT Township Highway Certification.
- Government Agency membership to Seville Area Chamber of Commerce.

- Forrer Lawn Service for three applications is \$291.98, this is the same price as last year.

Approval of Seville Area Chamber of Commerce Membership

Bob Rohrer **moved** to approve continuing the Seville Area Chamber of Commerce membership. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Contract with Forrer Lawn Service for 2024

Gene Morris **moved** to approve a contract with Forrer Lawn Service for three lawn care applications for a cost of \$291.98. Bob Rohrer 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 \$95,443.04. Gene Morris seconded the motion. Roll call: Morris –yes, Rohrer – yes, Winkler – yes.

Executive Session

Gene Morris **moved** to go into executive session at 9:50 P.M. to discuss the employment of public employees and invited Brian Cyphert, Tammy Johnson, and Ray Ruprecht. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Morris – yes, Winkler - yes.

Bob Rohrer **moved** to come out of the executive session at 10:35 P.M. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes.

There was no additional business discussed by the trustees.

Adjournment

Jerry Winkler **moved** to adjourn the meeting. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes. The meeting adjourned at 10:35 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht