

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES  
January 19, 2021**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting at 8:00 P.M. on January 19, 2021 in a Zoom virtual meeting due to the COVID-19 pandemic. The following Trustees were present: Bob Rohrer, Gene Morris, Jerry Winkler, and Fiscal Officer, Ray Ruprecht.

Also present were: Chief Brad Winter, Andy Liston, Keith Beetler, Jim Krahl, Jon Strong, Allison Wodzak, Michael Colonna, and Shannon Colonna.

Gene notes one correction to his last name in the meeting minutes.

**Approval of Minutes**

Gene Morris **moved** to approve the regular meeting minutes of January 5, 2021 as corrected. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Department Reports**

**Fire-EMS Department** (Chief Brad Winter)

- The meeting room project is almost complete. “Thank You” to Building 9 on Rt. 18 for donating the vinyl planking for the floor. Value of the donation is \$2,500.00.
- Steve Kantorik replaced all four struts on the Ford Explorer with no issues.
- Pre-construction meeting for the new engine will be on February 18<sup>th</sup>.
- Bob Rohrer asked if anyone on the Fire Department would be interested in mowing and have the time to do that. This year’s proposal is \$2,800 for the fire property. Chief Winter said that he does not have any issues with them doing that but thinks it may be best to leave that to the people that do it for a living. Jerry noted that it can add to response time if they are out mowing. Chief Winter is happy to reach out to get some additional quotes.

**Road Supervisor** (Andy Liston)

- The road department salted the roads as need.
- They have finished servicing the mowers, and they are ready for spring.
- They have patched some potholes.
- They dug one grave.
- Andy would like to change uniform providers from rent wear to Cintas. Cintas offers the same amount and kind of uniforms and will also provide some towels for washing vehicles. They offer a discount for municipalities and it would come to around \$19 per week, which is less than what they are currently paying. There is approval to change vendors.

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- Andy looked into the lead time for getting a new truck, and it is a couple months. He is still working on getting quotes and putting the information together.

**Approval to Change Uniform Companies to Cintas**

Gene Morris **moved** to change uniform companies to Cintas. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Zoning Inspector** (Curt Lauer)

- Curt is absent. His report is read by Gene Morris.
- Curt issued a storage shed permit, building permit and lot split.
- He is working with the resident that submitted a variance request on River Styx to purchase some of the adjacent lot to build a barn since his request was denied.

**Zoning Secretary** (Shannon Colonna)

- The BZA met to hear a variance request and an appeal on January 6. There was also some discussion about changes that Tom Fields has proposed to the Organizational Plan. There will be a meeting on January 21 to review meeting minutes and the Organizational Plan.
- The Zoning Commission met on January 14 and continued working on survey questions. They made a few changes, and the updated survey has been shared with the Trustees. They plan to review the letter that will go out with the survey at the next meeting.
- There was some discussion about reviewing the fence regulations based on the outcome of the BZA hearing the week before. Tom Fields was the BZA member attending the meeting, and he discouraged them from making any changes.
- Tom Fields also provided a summary of changes that he said the Trustees have been discussing related to zoning enforcement in the Township and provided some suggestions for forming zoning regulations.

**River Styx Cemetery/Mound Hill Cemetery**

- Jeff Kersey submitted the bill for the John Deere 285 lawn mower and Cyclone leaf rake. Jeff and Wendel Payn performed some repairs and maintenance to the equipment before the Township would be purchasing these pieces of equipment with no charge for their labor.
- Jerry reached out to John Murray with Murray Funeral Home about helping out with sexton duties, and he is interested in helping out. He probably knows the cemetery pretty well. Jerry will continue discussing with him.
- Bob announced that Ray Lee passed away.

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**Approval to Purchase Lawn Mower and Leaf Rake**

Bob Rohrer **moved** to approve the purchase of the John Deere 285 lawn mower and Cyclone leaf rake for \$1,250.00. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Trustees Reports**

**Gene Morris**

- Gene signed papers and reported that it has been quiet.

**Jerry Winkler**

- Jerry also reported that it has been quiet.

**Bob Rohrer**

- Bob stopped at the shop and reported that it has also been quiet for him.

**Comments from the Public**

- Jon Strong asked if it would be possible to get a copy of the meeting minutes if they attended the meeting. Gene responded that they may not have email addresses for all attendees but meeting minutes can always be requested by email.

**Old Business**

- There is no old business.

**New Business**

- They have received a quote from Lewis Landscaping for 8 months of lawn care services for mowing River Styx Cemetery and Fire station property.
  - Fire property for 2021: \$2,793.00 (2020 was \$2,687.00)
  - River Styx Cemetery for 2021: \$1,890.25 (2020 was \$1,805.00)
- Jerry suggests holding off on this decision to see if Chief Winter gets any better quotes. Bob suggested asking if Bret would be interested in working more hours to help mow the cemetery. Andy does not think the grass grows much at that cemetery and can talk to Bret to find out if he would be interested. They could take their lawn mower down to try this out this year.
- They have received a quote from Forrer Lawn Service for weed and feed services for Twp. hall/cemetery and fire station properties, and rates are the same as last year.
  - Fire property and Township Hall grass area: 3 applications at each location for \$246.62
  - Township cemetery by Twp. Hall: 1 application of weed control for \$55.59
  - Andy offered to do this at the Town Hall with his equipment if the Township purchases the materials.

**Approval of Forrer Lawn Services for Fire Property**

Bob Rohrer **moved** to continue to have Forrer Lawn service provide weed and feed services for the fire property for \$246.62. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

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- Volunteer Firefighters’ Dependent Fund Certificate of Annual Election of Board Members. Jerry suggested keeping everything the way it is. Current board members are:
  - Fire Department representatives: Tom Atsma and James Clement
  - Elected by the other four members: Andy Liston
  - Legislative Authority: Jerry Winkler and Ray Ruprecht
  
- Ray Ruprecht has received a request that agendas and meeting minutes be sent to those who attend the Zoom meetings if they continue to conduct meetings using Zoom. Gene said that he is in favor of continuing Zoom meetings, and Jerry and Bob agree. Meeting minutes and agendas can be requested by email.

**Signing of the Warrants**

Jerry Winkler **moved** to pay the warrants, payroll/accounting EFT's of \$53,600.95. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Executive Session**

Gene Morris **moved** to go into executive session at 8:39 p.m. to investigate a complaint against public employees and invited Ray Ruprecht. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Winkler - yes, Morris - yes.

Gene Morris **moved** to come out of executive session at 9:37 p.m. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Winkler - yes Morris - yes.

The trustees will send a letter to a public official and ask for their response back to some of the complaints.

**Adjournment**

Bob Rohrer **moved** to adjourn the meeting. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes. The meeting adjourned at 9:40 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