GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
July 21, 2026

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on July 21, 2026 at 7:30 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Gene Morris, Larry Kaufman, and Fiscal Officer, Ray Ruprecht.

Also present were Keith Geiger, Ron Scudari, Andy Liston and Julie Carr

Approval of Minutes

Bob Rohrer **moved** to approve the regular meeting minutes of July 7, 2026. Larry Kaufman seconded the motion. Roll call: Morris – yes, Rohrer – yes, Kaufman – yes.

Department Reports

Fire-EMS Department (Keith Geiger)

Run Summary

- Current Calls (July 17): 514
- Projected 2026 Total: 948 calls
- Increase Over 2025: 99 calls
- Projected Percentage Increase: 11.7%

If this pace continues, 2026 will become the busiest year in department history, surpassing the 2025 total by nearly 100 additional incidents. That projection is also well above the national trend of roughly 4–5% annual call growth, highlighting the increasing demand on your department.

Buildings/Grounds/Maintenance

- The pond aerator is being replaced and the treatments are starting back up.

Apparatus/Equipment

- New tires and alignment for Medic #2 and UTV #1 are being completed on the 20th and 21st of July. We ended up with 4 new tires on UTV#1 updated quote provided to Ray.

- Received a quote of $1,441.95 for annual aerial ladder inspection and testing per NFPA 1911.

Village Donation:

- The donated Explorer should be in our possession by the end of the week July 24th.

Good of the Order

- The written test for the position of Lieutenant has been scheduled for September 30th at 9am.

Hydrant Updates:

- I am working with BOPA on completing updated hydrant flows.

Employee Evaluations:

- Employee evaluations have been completed by me and passed to the Captain and Lieutenants for review and to add/comments. All employees should have their reviews presented to them by the 2nd week of August if not earlier.

Open Position:

Following the resignation of Assistant Fire Chief Jim Carter, I distributed a department-wide announcement advising our personnel of the vacancy and inviting qualified members to submit a Letter of Interest for consideration. Department members were provided a two-week period to submit their letters.

That application period has now concluded, and I have received the letters of interest. At this time, I would like the opportunity to discuss the Assistant Fire Chief position with the Board, review the information received, and provide my recommendation regarding the appointment.

Because this discussion involves the promotion and appointment of a public employee, I respectfully request that the Board enter Executive Session pursuant to Ohio Revised Code Section 121.22(G)(1) to consider the promotion of a public employee. Following Executive Session, the Board may return to Open Session to take any action it deems appropriate.

Road Supervisor (Andy Liston)

- Burial on 7/20
- Trees are being trimmed
- Melway is working on motor paving Guilford Rd
- Two engineers from the building dept wanted to see the roads crew facility. Andy gave them a tour.
- Shared that Microsoft licenses need addressed. Was unable to use.
- Westfield TWP has asked about using the chipper. Trustees want an agreement for insurance reasons, but are offering the use of the chipper.

Zoning Secretary (Julie Carr)

- August 13, 2026 is the public hearing for the ZC.
- Upcoming BZA date- possibly August 6, 2026 at 6:00 p.m.

Zoning Inspector (Julie Carr)

- no updates

River Styx Cemetery/Mound Hill Cemetery

- Hydrant was fixed at the cemetery.
- Spoke with Ray regarding the records room at the chapel.
- Trustees discussed old documents being loaded into a cloud and how to start that.
- Information regarding the cemetery is needed for a grant application. Gene will reach out to Anita to see what information can be provided.

Trustees Reports

Bob Rohrer

- Andy Liston and Bob Rohrer fixed a water hydrant at the cemetery.
- Air conditioning in the hall was not working. Dee's Heating and Cooling came and fixed.
- Spoke with the Mayor of Seville. The trails behind cemetery have a no trespassing sign that was blocked by weeds- he removed the weeds for the sign to be seen.
- One weed eater at the cemetery needed maintenance- was replaced by Wellington
- Met with tree removal company for a plan at the cemetery.
- Called about pond maintenance.
- Had conversation with Chief
- Finished cyber training
- Attended Westfield Township Meeting.
- Asked Andy to adjust the flag pole rope.

Gene Morris

- Zoning calls
- Completed cyber security training

Larry Kaufman

- Met with Ray at the cemetery on Tuesday. We talked about the need to protect cemetery records.
- Talked to Jon Strong about setting email accounts to internal recipients for most users.

Comments from the Public

- none

Old Business

- Township garage addition, waiting to hear from Cavanaugh Building.
- Cyber security training- Larry will reach out to employees.
- Email accounts- discussed internal access only and will work with Jon Strong and create a plan.

New Business

- Jones Lake Management- Trustees reviewed the contract and decided to put a hold on making a decision.

Signing of the Warrants

Gene Morris **moved** to pay the warrants, payroll/accounting EFTs of $67,655.35**.** Bob Rohrer seconded the motion. Roll call: Morris –yes, Rohrer – yes, Kaufman– yes.

Executive Session

Gene Morris **moved** to go into executive session at 8:39 p.m. to discuss the promotion of a public employee and invite Keith Geiger and Ray Ruprecht. Larry Kaufman seconded the motion. Roll call: Rohrer - yes, Morris - yes, Kaufman - yes.

Gene Morris **moved** to come out of the executive session at 8:57 p.m. Larry Kaufman seconded the motion. Roll call: Rohrer - yes, Morris - yes, Kaufman - yes.

After coming out of executive session the following action was taken by the trustees.

Captain Tammy Johnson Promoted and Appointed
as Assistant Chief of the Seville-Guilford Fire & EMS Department

Gene Morris **moved** to promote and appoint Captain Tammy Johnson to Assistant Chief of the Seville-Guilford Fire & EMS Department with a probationary period of 26-weeks and effective date of hire of July 22, 2026. Larry Kaufman seconded the motion. Roll call: Rohrer - nay, Morris - yes, Kaufman - yes.

Adjournment

Gene Morris **moved** to adjourn the meeting. Larry Kaufman seconded the motion. Roll call: Rohrer - yes, Morris - yes, Kaufman - yes. The meeting adjourned at 9:02 p.m.

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Bob Rohrer Gene Morris

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Larry Kaufman Ray Ruprecht