

GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
July 5, 2022

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on July 5, 2022, at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Gene Morris, and Fiscal Officer, Ray Ruprecht.

Also present were Jim Krahl, Ron Scuderi, Michael Colonna, Andy Liston, Captain Tammy Johnson, and Shannon Colonna

Approval of Minutes

Gene Morris moved to approve the regular meeting minutes of June 21, 2022. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

Department Reports

Fire-EMS Department (Captain Tammy Johnson)

JUNE INCIDENT REPORT:

100-Fire: 4
300-EMS: 41
400-HAZMAT: 1
500-Service Call: 9
600-Series: 1
700-False Alarm: 3
900-Special Incident: 2

TOTAL: 61

MUTUAL AID SUMMARY – JUNE 2022

Automatic aid given: 1
Mutual aid given: 7
Mutual aid received: 1
None: 47
Westfield FD – No Response: 5

TOTAL: 61

- **Building/Grounds/Maintenance:** Chief Winter received a quote from ToVee for the building.
- **Apparatus/Equipment**
 - Still working on specifications for new squad. There are some items that are not necessary and will be removed. Chief Carter was able to extend the discount offered prior to the third quarter increase based on the approval from the Trustees at the June meeting. Final pricing and paperwork will be coming soon.
 - Hose testing is rescheduled for July 20.
- **Operations**
 - The new engine was in the Blue Tip Parade and Westfield's 4th of July Parade. They received the Best of Show trophy for the Blue Tip Parade.

- SGFD members were asked to provide First Aid at the Medina County Fair. They will provide one paramedic per day to assist with coverage.
- The billing agency has proved a fee scale for the surrounding Medina County departments, and suggested we adjust our fees accordingly. Their suggestions would be an increase of \$100.00 per transport based on type. This fee would only affect non-resident transports.

Approval to Purchase

Bob Rohrer **moved** to increase the transport fees for Seville Guilford Fire and EMS by \$100.00 for ALS 2, ALS and BLS. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes.

- **Training**

- Four members are attending the Fire Chief’s conference this month.
- Captain Johnson and Chief Winter have been working on a training compensation policy for employees to be paid to attend off site training. This policy offers additional clarification on full time and part time employees who wish to attend training during their scheduled shifts. This will be added to the Township Manual if it is approved. It sounds like Jerry had some questions about the proposed changes, so it might be best to wait until he is back.

- **Safe Haven Baby Box**

- They are awaiting approval from Attorney Lyons. Chief Winter will provide an update when he receives notification. As soon as that happens, they can sign the lease and move forward with placing the order.

- **Personnel**

- Blake Coram has finished his first mentoring phase and is eligible for a raise. They would like to request his salary be increased from \$18.50 to \$19.00/hour. This raise would be effective July 2, 2022.
- Lt. Jeff Hall has submitted his resignation, effective July 1, 2022. Jeff cited family responsibilities and full-time employment as limiting to his availability at SGFD and is unable to fulfill his roles and responsibilities. He has turned his equipment in and would like to thank SGFD for the opportunity to serve. Captain Johnson does not anticipate filling that position right now.

Approval to Increase Pay for Blake Coram FF

Gene Morris **moved** to approve the pay increase for Blake Coram from \$18.50 to \$19.00/hour effective July 2, 2022. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

Road Supervisor (Andy Liston)

- Mowed roadsides
- Ditch enclosure on Markley Drive force account for \$1,329.71.
- Motor pave has been completed on Hubbard Valley Rd.
- Andy received a call from the Medina County Engineer’s office looking for projects for OPWC funding. He would like to see about getting approval to apply for OPWC funding to replace culvert on Guilford Rd. This is something they do every year, and they cover about 75% of the project and do all of the

planning.

Approval to Purchase

Bob Rohrer **moved** to apply for the OPWC funding to replace a culvert on Hubbard Valley Road. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes.

Approval of Force Accounts Payments for Ditch Enclosure

Gene Morris **moved** to approve the force account payments for \$1,329.71 for a ditch enclosure on Markley Drive. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

Zoning Secretary (Shannon Colonna)

- The BZA met June 23 and June 29 to hear an appeal on a variance request to build an accessory building two feet from a property line. The hearing was continued at the applicants' request because they wanted a neighbor to be able to attend. Every adjacent neighbor attended the second hearing and spoke in favor of granting the variance. There were no objections. A variance was approved for a four-foot setback.
- Shannon will be attending the Planning Commission meeting tomorrow to review proposed text changes.
- The Zoning Commission will be meeting next Thursday for their regular meeting. Agenda items are the public hearing on text changes, reviewing proposed changes for junk vehicles and junk properties, and the Comprehensive Plan. The BZA is also planning to meet at 6:45 PM to review their minutes from the previous hearings.

Zoning Inspector (Curt Lauer)

- Curt went by the place on Seville Road and has not seen significant progress. He is going to send him a letter giving him 30 days to remove the vehicles and clean up the property.
- There has been some progress at the Straub farm on Seville Road.
- Curt received a call from someone interested in a lot that is for sale on Seville Road.
- Gene noted that there is an upcoming online seminar about Township Zoning vs ORC. Curt said that he will look into that.
- Ray asked what Curt was planning to do if the residents do not comply. There are regulations stating they can be fined up to \$100.00 per day.
- Curt spoke with a resident on Rohrer about a junk vehicle.

River Styx Cemetery/Mound Hill Cemetery

- There are no updates on the cemetery lot payments/letter to individuals to either begin payments or funds returned
 - (\$790 paid, **\$560 outstanding**), (\$550 paid, **\$1100 outstanding**)
- The Cemetery Sexton position is still advertised on the website. They agreed it can be left.

Trustees Reports

Bob Rohrer

- Bob contacted AJ about the trees at the cemetery. It was on the list for next week, but AJ was in a four-wheeler accident over the weekend, and it may be a little longer.
- John called Bob and requested some help with a funeral because Anita is out of town. He is going to help with that.
- Bob received a compliment that the roadsides are the best in the county.
- Bob received a compliment on a ditch enclosure.
- Bob received a call from a resident that wants to put up a fence and put a couple calves on a four-acre lot and checked with Curt. Curt confirmed that this would be okay.

Gene Morris

- Gene made three phone calls about the septic system and has a couple of quotes to present tonight.

Comments from the Public

- There are no comments from the public.

Old Business

- Employee handbook-Chief Brad Winter has been working on it.
- The ARPA funds projects selected to further look into were assigned to begin getting input from different sources.
 - River Styx and Mound Hill Cemetery tree removal (Bob Rohrer) *scheduled*
 - Township parking lot (Twp Hall and Twp Garage (Andy Liston))
 - Township hall doors, foundation, and any other improvements (Bob Rohrer)
 - Bob is still waiting for quotes.
 - Foundation on the East Wall. To fix right, they would need to dig up the foundation. Bob was not sure if the landscaping on that side of the building could be saved.
 - Gene said that he could meet with Thompson to get a quote.
 - Township hall septic system (Gene Morris)
 - Gene provided
 - The quote for the soil evaluation is \$565 by Todd Houser Conservation Service LLC, and this could be done by week of July 11.
 - Gene spoke with Greg Piatt about a site plan, and he said that he could do that for \$750. (Lewis land had quoted \$5,000.00)
 - Fire station renovations (Jerry Winkler & Brad Winter)
 - Ambulance/Command Vehicle (Trustees approve ordering Command Vehicle- 2022 Ford Explorer)

Approval of Soil Evaluation at Township Property

Gene Morris **moved** to approve to have Todd Houser Conservation Service LLC complete the soil evaluation at the Township Hall for \$565.00 with ARPA funds. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

New Business

- Supplemental Appropriation transfer in Mound Hill Cemetery Fund of \$200 to Medicare (9001-781-213) from Land (9001-781-710)

Approval of Supplemental Appropriation Transfer in Mound Hill Cemetery Fund

Bob Rohrer **moved** to approve the Supplemental Appropriation transfer in Mound Hill Cemetery Fund of \$200 to Medicare (9001-781-213) from Land (9001-781-710). Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes.

- Ray noted that the State Department of Taxation has ruled on Nexxus and determined that they should pay 68% of the valuation of the property. This will be an increase of about 20% going back with interest. There is now a 60-day waiting period for impacted auditors to appeal the decision.

Signing of the Warrants

Gene Morris **moved** to pay the warrants, payroll/accounting EFTs of \$79,103.56. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

Executive Session

Gene Morris **moved** to go into executive session at 8:58 P.M. to discuss employment and compensation of public employees and invite Ray Ruprecht. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Morris - yes.

Bob Rohrer **moved** to come out of the executive session at 9:20 P.M. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes.

After coming out of executive session the trustees did not have any other business to discuss.

Adjournment

Gene Morris **moved** to adjourn the meeting. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Morris - yes. The meeting adjourned at 9:20 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht