

**GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
July 5, 2023**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on July 5, 2023 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 Martha Springer, Jerry Springer, Ron Scuderi, Bill Shook, Curt Lauer, Brian Cyphert, Andy Liston, and Shannon Colonna

Approval of Minutes

Bob Rohrer **moved** to approve the regular meeting minutes of June 20, 2023. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department

JUNE 2023 Monthly Report	
INCIDENT TYPE	2023 INCIDENT COUNT TO DATE
EMS	242
FIRE	140
TOTAL	382

	JUNE #	2023 COUNT TO DATE
FIRE INSPECTIONS	7	65

Apparatus/Equipment

- Ladder truck is almost complete. They are awaiting delivery on a valve assembly that is scheduled to be at the shop on July 8th.

Operations

- Hydrant flowing is ongoing.
- A water valve was put into the station fill station with the cooperation of the water department.
- Annual maintenance of small vehicles was completed on 6/30/23.

Announcements

- Received a \$9,700.00 grant specifically for our atmospheric meters from TC Energy. This grant will be used for the test gas needed to maintain and calibrate them more efficiently and effectively. The monthly calibration is required and would have cost us over \$2,000.00 to replace the gas. With this grant we can also purchase cradles that automatically calibrate the meters.

Funding Requests

- Lindsey Hepner has passed paramedic school and received her state card. She is a fully functioning paramedic. Her new pay rate will be \$22.58 per hour.
- The interviews are completed, and they are sending Zachary Smith to complete his test. He would like to hire him as the next career firefighter paramedic. Zach is a Fire firefighter II, Paramedic CPR instructor, and comes with experience from Lafayette and LST. This hiring will be conditional pending passage and completion of the rest of the testing process.

Approval to Hire Zachary Smith, Firefighter II

Jerry Winkler **moved** to hire Zachary Smith, Firefighter II Paramedic pending completion of background checks and testing and for pay rate to be \$22.28 per hour. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval of Lindsey Hepner Promotion

Gene Morris **moved** to approve the promotion of Lindsey Hepner to paramedic at a rate of \$22.58 per hour effective June 17, 2023. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- They received an EMS grant for about \$700. He is not sure how they will spend that money yet but may put it towards the cameras.
- There was some discussion about the first aid kit that was ordered for the town hall. Ron Scuderi suggested getting something a little more professional looking.

Road Supervisor (Andy Liston)

- Continue to patch Roads.
- Roadsides have been mowed.
- A rotten power pole has been replaced.
- Trimmed trees.
- Installed drive pipe on Shaub Road. Force account payment is \$832.42.
- He has contracts for the Guilford Road project to be signed. The contractor would like the timeframe to be extended from two weeks to three weeks to give them additional time to coordinate some of the work. Since this is on a dead end, there will not be any road closures.
- Would like to order pipe to change crossover on Guilford Rd pipe \$6,147.00. This will need to be done before winter. He estimates the total project will be around \$15,000.00.
- Would like to get more concrete blocks \$1,150.00 for that project and to have a little extra on hand.

Approval of Force Accounts Payments for Drive Pipe and Materials for Guilford Road Project

Bob Rohrer **moved** to approve the force account payments for \$832.42 for Shaub Road and the Guilford Road crossover project for an estimated total of \$15,000.00, which includes \$6,147.00 of pipe. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Purchase Concrete Blocks

Gene Morris **moved** to approve the purchase of ten concrete blocks for a cost of \$1,150.00. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- There is an agreement that the contractor can have an additional week on the Guilford Road project.

Zoning Secretary (Shannon Colonna)

- The BZA will be meeting tomorrow at 7:00 PM for a home occupation conditional zoning permit.
- The Zoning Commission will be meeting next Thursday for their regular meeting.

Zoning Inspector (Curt Lauer)

- Curt gave notice to someone on Greenwich Rd. about two semis.
- Curt gave notice to someone on Guilford Rd. about a box truck.
- Curt received a call about the hotel that has apartments. There were questions because someone rented a unit, sight unseen, and there was no kitchen. She wants her money back because she feels like she was misled.
- Curt has a request for a garage addition.
- Bob asked about the landscaper on Acme Rd. Curt has reached out to the Prosecutor's office for clarification.
- Bob asked if there were any updates on the Seville Road property. Curt said they are still waiting for a response from the Prosecutor's office.
- Bob asked about the property with campers. This person is advertising space for rent, which is running a business. Bob said that they have been doing this a little backwards by trying to prove that people are running a business. He thinks they should notify the resident that they cannot run a business without a variance and let them prove if they are not running a business.
- Jerry added that when they initially asked the resident with the baseball team what he was doing, he said they were just playing baseball and having fun. Once they saw he was advertising to rent the facility, Curt notified him that he would need a variance. Jerry said that it looks like he has a business plan based on the presentation he shared for the upcoming BZA appeal.

River Styx Cemetery/Mound Hill Cemetery

- Bob let Jeff know that he can have the old trimmer in exchange for use of his tractor. He also let him know not to expect trades in exchange for the tractor use.
- Jerry has been working on finding out what happened with the remains that seemed to be buried in the wrong place and the monument being possibly placed incorrectly. It was found to be in the right location but will need to be straightened by the monument company. The person who was concerned was not aware that the plots are actually behind the markers in that section.
- There have been some issues with landscaping and decorations. Jerry suggested that they may want to post signs with the rules somewhere. They do provide rules when the lots are purchased, but other family members may not be aware.

Trustees Reports

Bob Rohrer

- Bob drove by the landscaping company on Acme, but no one was there.
- Bob stopped by and spoke with Andy and Brett.

Jerry Winkler

- Jerry worked on the cemetery issue.
- Jerry drove by the landscaping business on Acme, and there were quite a few vehicles there.
- Jerry emailed Mike Lyons about a few things and got a response.

Gene Morris

- Gene does not have anything to report.

Comments from the Public

- Jerry Springer asked about the money that would be coming to the Fire Department for wages. Ray responded that this is part of the Covid relief (ARPA). This is excess money that they are making available to over 1,000 departments across the state for emergency responders who were working during that time. Jerry Winkler added that it is similar to a bonus.

Old Business

- Employee handbook – Reminder that they need to do some work on this. Bob asked if it would be worth having the company that helped them write this look at it again to help with updates. Gene suggested that they start with a list of things that they want to look at or things they know they want to update. Brian responded that they are working on this and can discuss more at the August working session.
- The ARPA fund projects:
 - Township hall/garage, parking lot (Andy Liston) on hold until septic system completed.
 - Gerber Lumber is working on plans for the garage.
 - Township hall doors and any other improvements (Bob Rohrer & Gene Morris)
 - Bob will follow up on the status of the door.
 - Township hall septic system (Gene Morris)
 - Gene said that this is progressing. The mound has been inspected and approved by the county. They have some work to saw cut the parking lot scheduled on Tuesday. Ron said that the Quilt Club meets on Tuesday, but that should not impact them. They also need to make sure the recycling bins are accessible.
 - Ambulance
- Resolution Approving an Amended Agreement to Establish a Countywide Emergency Management Agency: This is still pending.
- Reminder that the August 15, 2023 meeting will start earlier at 7:00 p.m. to allow time for Road and Fire & EMS planning.

New Business

- There is no new business.

Signing of the Warrants

Bob Rohrer **moved** to pay the warrants, payroll/accounting EFTs of \$45,637.65. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- There was some discussion about interest and Nexxus monies.

Executive Session

Jerry Winkler **moved** to go into executive session at 8:55 P.M. to discuss the employment of public employees and invited Ray Ruprecht. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris – yes, Winkler - yes.

Gene Morris **moved** to come out of the executive session at 9:10 P.M. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes.

There was no additional business discussed by the trustees.

Adjournment

Bob Rohrer **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes. The meeting was adjourned at 9:10 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht