

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES  
July 6, 2021**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on July 6, 2021 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: Chief Brad Winter, Andy Liston, Michael Colonna, Carol Carter and Shannon Colonna.

**Approval of Minutes**

Gene Morris **moved** to approve the regular meeting minutes of June 15, 2021. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Department Reports**

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

JUNE 2021 Monthly Report		
INCIDENT TYPE	JUNE # INCIDENTS	2021 INCIDENT COUNT TO DATE
EMS	39	233
FIRE	19	133
<b>TOTAL</b>	<b>58</b>	<b>366</b>

JUNE #	2021 COUNT TO DATE
<b>FIRE INSPECTIONS</b>	11
	24

Fire Inspections were completed at North Gateway Tire, El Patron, Sparky’s Pizza, Elements on Main, Smith and Company and six mobile food units for the Seville Yard Sales.

**Building/Grounds/Maintenance**

- Everything in good order
- Sunday crew inspected and cleaned gutters.
- Working on a quote to change fluorescent fixtures to LED in the clock tower. All lights and/or ballasts are burned out. They will likely wait until it is cooler to complete this work.

**Apparatus/Equipment**

- Insurance adjuster looked at the ladder truck. They are still waiting on the final go ahead for Repairs.
- There were eight fire helmets aged out of compliance and the total replacement cost was \$2,130.00. Helmets were ordered several months ago and just arrived this week.

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES  
July 6, 2021**

**Significant Calls of Interest**

- SGFD responded mutual aid to Westfield to the old Deerpass Golf course for an ATV rider who was involved in an accident. The patient was approx. 2,000' off the roadway. The UTV was used to transport the patient from the incident location to the Cleveland Clinic helicopter waiting in the parking lot.

**Training**

- **Fire-** Accountability, power tools, and pump operations.
- **EMS-** CPR, Bleeding/Shock, and Heat Illness
- Phil Stone, owner of the Easton Property at 8889 Wooster Pike, has agreed to let the fire Department use his land and existing structures for training until October/November. Our vision is to work with mutual aid departments as well. We will not burn the structures.

**Announcements**

- There will be a third COVID vaccine clinic at the fire station on Thursday, July 29, 2021 from 9 A.M. to 4 P.M.
- The Fire Association Chicken BBQ was a huge success! They sold out in 2 ½ hours.
- The computers approved at the meeting last month were delivered. Jon Strong will hook them up soon.
- They received 10 NFPA unsafe no entry signs from Medina County Highway Engineer. Assistant Chief Carter is working on placement. These will be placed on commercial buildings to let responders know that the buildings are not safe to enter.
- The storage on the Google Drive was getting extremely low. 1TB of storage was purchased for \$106.74 per year.
- SGFD Fire Association received a \$5,000.00 grant from TC Energy. The grant will be used to purchase two mobile vehicle repeaters. Mobile vehicle repeaters boost the signal for portable radios used by firefighters inside structures.
- SGFD received the Ohio Division of EMS training and equipment grant applied for by Captain Johnson. The amount awarded is \$3,429.46.

**Funding Requests**

- Request Board of Trustees approval to purchase 800' 1-3/4" fire hose, cost not to exceed \$3,000.00.

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES  
July 6, 2021**

- Request Board of Trustees approval to purchase three (3) Revolution intake valves, cost not to exceed \$5,800.00.
- Request Board of Trustees approval to purchase one (1) high volume training smoke machine and smoke fluid, cost not to exceed \$1,700.00. This helps enhance the quality of training for first responders by providing a safe, limited visibility environment.
- Request Board of Trustees approval for Chief Winter and Assistant Chief Carter to attend the Ohio Fire Chiefs Annual Officer Development Conference, total cost not to exceed \$1,370.00. Total includes conference tuition and lodging. (Chief Winter received a \$250.00 scholarship)
- There is some discussion about funds, and additional information Chief Winter provided about the funding requests. The hose and valves are estimated to be a 15 to 20-year investment based on current use. The hose may take some time to order.

**Approval to Purchase Fire Hose, Revolution Intake Valves, Training Smoke Machine and Smoke Fluid, and Conference Tuition and Lodging for Chief Winter and Assistant Chief Carter**

Gene Morris **moved** to approve the purchase of one (1) 800' 1-3/4" fire hose, cost not to exceed \$3,000.00, three (3) Revolution intake valves, cost not to exceed \$5,800.00, one (1) high volume training smoke machine and smoke fluid, cost not to exceed \$1,700.00, and the cost for Chief Winter and Assistant Chief Carter to attend the Ohio Fire Chiefs Annual Officer Development Conference, total cost not to exceed \$1,370.00 including conference tuition and lodging. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Chief Winter noted that the county EMA is located in Lafayette Township now, and that will be a tremendous asset to this part of the county.

**Road Supervisor** (Andy Liston)

- The Road Department completed two ditch enclosures and one ditch cleaning, and requests force accounts payments of \$1,243.92 for a ditch enclosure at 7950 Yoder Rd, \$1,629.02 for a ditch enclosure at 7996 Guilford Rd, and \$1,193.32 for a ditch cleaning at 3662 Mark Dale.
- Bret has been mowing the roadside berms.
- They helped the county with mowing a couple intersections because they were having technical difficulties and received some complaints.
- The new truck is scheduled to be done in August.

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES  
July 6, 2021**

**Approval of Force Accounts Payments for Ditch Enclosures and Ditch Cleaning**

Gene Morris **moved** to approve the force account payments of \$1,243.92 for a ditch enclosure at 7950 Yoder Rd, \$1,629.02 for a ditch enclosure at 7996 Guilford Rd, and \$1,193.32 for a ditch cleaning at 3662 Mark Dale. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Zoning Secretary** (Shannon Colonna)

- The Zoning Commission will be meeting on Thursday for their regular meeting. The agenda includes discussing logistics for preparing and receiving the survey and solar power. Trevor has put together regulations from some other townships for review.
- The BZA has received a variance request to build an addition that would be 15 feet from a pond. That hearing has been scheduled for July 22 at 7:00 PM. Shannon is working on notifications for that hearing. Shannon has vacation time scheduled that week and will not be able to attend.
- Chief Winter noted that Westfield donated another screen and projector, so that might be available to set up a permanent projector at the town hall.

**Zoning Inspector** (Curt Lauer)

- Curt is absent. His report was read by Gene Morris.
- Curt issued 7 zoning certificates.
- Curt met with a homeowner on Guilford about his concerns and explained the Township's position per zoning, and the homeowner was okay with that explanation.

**River Styx Cemetery/Mound Hill Cemetery**

- Jerry noted that some of the trees at Mound Hill need to be trimmed. The Township has a pole saw, and Bob suggested that they ask John if he can do that. Andy said the Road Department may also be able to help.
- Bob has not been able to get a hold of Conrad Sarnowski to find out if he is interested in the sexton position. Mayor Carter may have a number for him.
- Ray noted that the sign at the cemetery says no pets, but the cemetery rules do allow pets. Bob is going to look into options for updating the sign. There may be other regulations that need to be updated. Chief Winter found a sign on Amazon specifically about leashed pets that would work and ordered one of those for each cemetery.

**Trustees Reports**

**Gene Morris**

- Gene has nothing to report.

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES  
July 6, 2021**

**Bob Rohrer**

- There were a number of complaints about weeds at the intersection of Guilford and Seville, so he took his weed eater over and cleaned it up.
- Bob spoke with Pat O’Neil, the new owner of the Turnea property, and let him know how nice the property looks.
- Bob spoke the person who requested a variance, and they were wanting to have the hearing date moved up.

**Jerry Winkler**

- Jerry received a call from a resident asking some zoning questions about storage containers and referred the call to Curt.

**Comments from the Public**

- Mayor Carter confirmed that a Sheetz is going in on the Easton property right across from Jarrett. She also heard that the Wayside Market will not be renewing their lease and is not sure who owns that building.
- There is some discussion about having a public meeting ahead of the upcoming election. Mayor Carter is working on planning a date for this.

**Old Business**

- There are no new updates about J & M Trailer Park.
- Ray Ruprecht presented an updated Harassment and Discrimination Policy for review. The updated policy requires two designees to report issues and they are not sure if there is anyone who would be qualified for that role. Fire and EMS follow the Lexipol policy, and Chief Winter said it is very similar. He also completes some training each year. They will compare the policies and plan to discuss more at the next meeting.

**New Business**

- Ray Presented Bank Depository-Resolution 2021-07. This is required every five years to seek financial institutions to handle Township active, interim and inactive funds.

Jerry Winkler offered the following resolution and moved the adoption of same which was seconded by Bob Rohrer.

**RESOLUTION 2021-07**  
**Estimating aggregate maximum amount of public funds**  
**to be awarded as active, interim and inactive deposits**

**WHEREAS**, the contract(s) with this Board for Active, Interim, Inactive deposit(s) expire(s) on the 22<sup>nd</sup> of August 2021; and

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES  
July 6, 2021**

**THEREFORE, BE IT RESOLVED** that the estimating aggregate maximum amount of public funds subject to the control of said Board be awarded within the new period of designation and be on deposit as ACTIVE deposits is one-million, 500 hundred thousand dollars (1,500,000.00); and as INTERIM deposits is three-million dollars (3,000,000.00); and as INACTIVE deposits of thirteen-thousand (13,000.00) that the Fiscal Officer notify banks of the passage of this Resolution and request their application to become a depository.

**AND BE IT FURTHER RESOLVED** that applications will be received from eligible financial institutions at the Guilford Township Office, 9400 Guilford Road or the mailing address of 3800 Greenwich Rd.), Seville, Ohio 44273, Medina County until 3:00 p.m., on the 3rd day of August 2021, at which time the applications will be examined, and the designation of depository shall be made for a period of five (5) years commencing on the 22<sup>nd</sup> day of August 2021.

Roll call vote: Morris=yes, Rohrer=yes, Winkler=yes.

- There was some discussion about cancelling the July 20th meeting. Ray and Shannon will not be able to attend this meeting. Payroll could be approved at the following meeting. No one is aware of any pressing issues. A special meeting could be scheduled if necessary.

**Approval to Cancel July 20, 2021 Trustee Meeting**

Bob Rohrer **moved** to cancel the July 20, 2021 Trustee meeting. Jerry Winkler 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 \$75,586.62. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Adjournment**

Bob Rohrer **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes. The meeting adjourned at 9:17 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

**MEETING MINUTES OF THE  
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