

**MEETING MINUTES OF THE
GUILFORD TOWNSHIP TRUSTEES
June 1, 2021**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting 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, Keith Beetler, Jim Krahl, Ron Scuderi, and Shannon Colonna.

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of May 18, 2021. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department (Chief Brad Winter)

MAY 2021 Monthly Report		
INCIDENT TYPE	MARCH # INCIDENTS	2021 INCIDENT COUNT TO DATE
EMS	40	196
FIRE	28	112
TOTAL	68	308

	MAY 2021	2021 COUNT TO DATE
FIRE INSPECTIONS	5	13

Chief Winter noted that they have 60 more calls this year than they had for the same timeframe last year.

Fire Inspections were completed for the following properties:

- Bleach Tech
- Tisher Home
- Wanko Home
- Westfield Bank
- Seville-Business Park

Building/Grounds/Maintenance

- Everything is in good order.
- Ideal Pest Control applied bi-annual application of pest control solution and replaced rodent traps.

Apparatus/Equipment

- They are waiting for an estimate to have the door repaired on the ladder truck (176-1)

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Significant Calls of Interest

- Marshall alerted the overnight crew that a medical patient was sounding their horn on the apparatus apron at 01:24 A.M. The patient came to the fire station because his phone was not working to call 911. By the time the patient rang the video intercom button the crew was awake and ready to take care of the patient!

Training

- CCF Medina Med Control Training with Lafayette

Announcements

- Congratulations to Captain Gross and Lieutenant Rufener for successfully completing Fire Officer III and IV.
- Waterways will be at the station on June 15th do annual hose and ground ladder testing.
- The fire association is selling raffle tickets for \$20.00 each. The grand prize is a side of beef. There are also five raffle baskets valued at \$200.00 each.

Funding Requests

- Request Board of Trustees approval to enter into an agreement with Lafayette Township Fire District on a collaboration to purchase Record Management Software. Both agencies benefit by saving nearly \$1,000.00 annually. Lafayette Township Fire District will pay Guilford Township 50% of the contracted amount, which is quoted at \$4,644.39 per year for 2021-2022 for each agency. This is pending Lafayette Township's approval.
- Request Board of Trustees approval for training and set-up costs for ESO (Records Management Vendor) for \$3,580.00. This is the Guilford Township portion of this one-time cost.
- Request Board of Trustees approval to increase probationary firefighters \$0.75 per hour to \$14.50 for Christian Hall and \$13.50 for Shannon Zimmerly. Both have successfully completed Phase I of their probationary training. Chief Winter noted that new firefighters are starting at \$2.00 less at a probationary rate and work through a mentorship program with pay increases as they complete phases.
- Gene commented that he attended the award ceremony and the swearing in ceremony, and they were both very nice ceremonies.

Approval to Purchase Records Management Software, Training and Set-Up Costs

Bob Rohrer **moved** to approve to enter into agreement with Lafayette Township Fire District, pending approval from Lafayette Township, on a collaboration to purchase Record Management Software for a total cost to Guilford Township of \$4,644.39 and the purchase of training and set-up costs for ESO, Records Management Vendor, for a total cost to Guilford Township of \$3,580.00. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – abstained.

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Approval of Pay Increase for Christian Hall and Shannon Zimmerly

Jerry Winkler **moved** to approve to increase probationary firefighters Christian Hall and Shannon Zimmerly \$0.75 per hour following the successful completion of Phase I of their probationary training.

Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Road Supervisor (Andy Liston)

- The road department is almost finished mowing the roadsides. He had to call the cable company about one area.
- They have completed the road work planned for Blake Road. Andy requests force account payment of \$3,964.07 for this work.
- They have been doing some traffic counts for eastbound traffic on River Styx. Average speed is 45-50 MPH.

Approval of Force Accounts Payments for Drive Pipe and Ditch Cleaning

Gene Morris **moved** to approve the force account payments for \$3,964.07. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Inspector (Curt Lauer)

- Curt is absent. There is no report from him.
- Ray Ruprecht noted that he included a few items on the agenda to get clarity on permit and site plan requirements for new fences and a question about the status on following up on variances.
- Gene said that the Zoning Regulations do require a permit. Jerry will communicate this to Curt.
- Gene received a text from Trevor asking for input about adding regulations requiring follow up on variances. Bob thinks that this should already be enforceable, but it is a matter of looking up the variances. Keith said the issue is that Curt does not have access to the variances. Gene said that Curt also has a full-time job and may not have time. Shannon said that the variances are in the records room, and she also has copies of the BZA minutes that could be used to identify which properties to check. Gene said that he is more interested in seeing follow up on the conditional variances. Shannon can review meeting minutes for the past couple years and provide a list to Curt for follow up to start this process.

Zoning Secretary (Shannon Colonna)

- The Zoning Commission will be meeting next Thursday, June 10, for their regular meeting.
- They have been testing the electronic survey, and no issues have been reported. Shannon would like to see a test response submitted from an Android device. Bob said he could submit a response from his phone.

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- Will need to determine if a drop box can be installed at the Town Hall for survey responses, and who they can work with on getting this installed. They may want to have the mailbox secured to prevent anyone from tampering with responses. Bob and Andy can try to work on an option.

River Styx Cemetery/Mound Hill Cemetery

- Jerry has not heard from any other applicants.
- Bob reported that Conrad Starnoski may be interested in the sexton position.
- Bob took the microphone to the cemetery on Memorial Day for the reading of the names, and it worked well. He commented that they did a nice job.
- Bob said they are having trouble with a weed eater, and John is going to find out if it can be repaired. They may need to get a replacement.
- Gene received a call from the Historical Society asking about holding an event at Mound Hill this year. There is consensus that this will be okay, and Gene will let them know.

Trustees Reports

Bob Rohrer

- Bob spoke with the party that is interested in buying the Turnea property. The buyer wanted to know how much time he would have to fix the property, and said he intended to start fixing it up immediately. The property closed yesterday, and he already has some people lined up to demolish the house. Bob also received a call from Heidi at the County Prosecutor's office to find out how things were going, and he gave her an update. Mr. Turnea was found on the property trying to get things out of the house and was reported to the police.
- Bob spoke with Chief Winter about the new software for the Fire Department.

Gene Morris

- Gene attended the awards ceremony and swearing in ceremony for the Fire Department.
- Gene noted that there is some progress at the trailer park.
- Gene received a call from the person who purchased the Tower Road property, and it sounds like they want to start making improvements right away. Keith Beetler asked if the property was still a buildable lot since the building was condemned. Bob responded that it would be grandfathered in as a buildable lot but could not be built at the same place.

Jerry Winkler

- Jerry spoke with Mr. Turnea for about five minutes. Ray said that he spoke with him several times as well and assured him that any further problems the Trustees have with the property will be addressed with the new owner.
- Jerry attended the awards ceremony and the swearing in for the Fire Department.

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- Jerry spoke with Chief Winter about the new software for the Fire Department.

Comments from the Public

- Chief Winter noted that he still has a door threshold sitting in his office for the Mound Hill Cemetery chapel. The question was brought up asking if there was an additional charge to use the Mound Hill Cemetery chapel. Jerry said he does not think Anita was aware of the additional charge.

Old Business

- Ray asked if there were any new updates on J & M Trailer Park. Chief Winter said that they sent a certified letter and photos to the owner. They have not heard back from the Department of Commerce. There were a number of things that were supposed to be fixed ‘immediately’, but a timeframe was not given. Chief Winter will follow up with them.
- Gene asked where they stand on in person meetings. Ray confirmed that the Township Hall is now open for public meetings, and there have already been a number of meetings scheduled. Andy noted that they still have a lot of the disinfectant and will continue disinfecting the hall.
- Gene noted that virtual meetings will expire on July 1, 2021 unless this is extended again. Once everyone is back to public meetings, they can cancel the monthly Zoom account.

New Business

- The Township has received fixed pricing for propane with Centerra Coop at \$1.69 per gallon for 2021-2022. Last year the price was \$1.19 per gallon. Bob suggested checking with Sunrise Coop to get another quote. They use approximately 3,500 gallons a year (500 for Mound Hill and 3,000 at the Township Hall and Garage).

Signing of the Warrants

Jerry Winkler **moved** to pay the warrants, payroll/accounting EFTs of \$47,414.71. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Adjournment

Gene Morris **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes. The meeting adjourned at 9:06 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht