

**TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
June 4, 2024**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on June 4, 2024 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 Julie Carr, Andy Liston, Brian Cyphert, Ron Scuderi, Jim Krahl, Michael Colonna, Jeff Kersey, Joe Giacomoni, Ruth, and Shannon Colonna

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of May 21, 2024. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department (Brian Cyphert)

2024 INCIDENT COUNT YEAR TO DATE	
Type	# Incidents
EMS	180
Fire/Other	111
TOTAL	291

Year to date:	
FIRE INSPECTIONS	62

- Working with Superior Deisel on new building inspections.

Building/Grounds/Maintenance

- Two companies (Kidron Electric and Kamm Star Heating and Cooling) inspected HVAC and are preparing options. There is a bad coil, and they are having trouble finding a replacement because it is so old. He will forward them as he receives them.

Announcements

- Request to promote Madeline Marshal to Full Time starting in July (replacement from Shannon’s resignation). Jerry thinks they should hire her because it is costing them more in overtime and comp time. Some of the part-time staff already have 700 to 800 hours for the year, and part-time are limited to 1,500 for the year.
- There have been a few younger candidates, and they may be able to hire them on-call. They do not live within five miles of the station, so they would need to stay at the station, and that would give them an opportunity to get to know them better. In 2016 there were 20 volunteers, and now there are only two.
- Request to accept the resignation of Shannon Zimmerly and Nolan Dylag as part time firefighter paramedics.

Approval to Promote Madeline Marshal to Full Time

Jerry Winkler **moved** to approve to promote Madeline Marshal to Full Time FF/EMT with an effective day June 29, 2024, with a six-month probationary period. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Accept the Resignation of Shannon Zimmerly and Nolan Dylag

Bob Rohrer **moved** to approve to accept the resignation of Shannon Zimmerly and Nolan Dylag. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Training

- Flashover trailer June 6th in the side lot provided by State Fire Marshal.
- Gene asked about the status of the Baby Box. The contractor who was going to do the installation needed to be certified by the state. They have completed that, and now they are waiting on scheduling.

Road Supervisor (Andy Liston)

- Finish up mowing roadsides.
- Trimmed a few trees along the roadsides.
- Andy would like to close Hubbard Valley Rd between Blake Rd and Good Rd on 6/13 and 6/14 for crossover replacement.

Approval to Close Hubbard Valley Road on 6/13 and 6/14

Bob Rohrer **moved** to approve to close Hubbard Valley Road between Blake Road and Good Road June 13 and 14 for crossover replacement. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Secretary (Shannon Colonna)

- The Zoning Commission will be meeting next week for their regular meeting, and continuation of the Comprehensive Plan. She is working on a couple of updates for that and would also like to suggest referencing some of the survey feedback in the recommendations.
- Shannon signed up to attend the upcoming zoning webinars.

Zoning Inspector (Julie Carr)

- Total income for the month was \$258.60. There were two agricultural exemptions, a fence permit, and new home build.
- Spoke with the prosecutor, Brian, about non-permitted businesses in the Township. He has advised that we will need to start the process over and issue a new violation with a 30-day notice to either apply with the BZA or stop business activity. She informed him of how far down the process she already was with the support of Heidi, and he still wants to start the process over. Also asked about the business of sales from a residential property- he will not support a cease and desist, rather a letter informing of a violation with 30 days to fix the issue.
- No upcoming BZA applications.

- The build of the Buddhist Temple is delayed, they reached out about reapplying since the zoning certificate will expire.
- Gene asked how long they have to finalize the clean-up on the Seville Road property. Julie responded that they have a ‘reasonable’ amount of time, and this was heard by Judge Dunn. A reasonable amount of time is one year according to the prosecutor’s office. Jerry said that Randall Morgan called him after the last meeting and wanted to know how the meeting went. Jerry let him know that they see that he is cleaning up, but they are still proceeding with finding someone to clean it up. They are not going to go back and forth with him anymore, but if he has it cleaned up before they find someone to do the work, that will help. Ruth Giacomoni, a neighbor, reported that there is another car that was just brought to the property, and a bunch of railroad ties. Julie said that they can only take the junk vehicles that were included in the resolution. If there is new junk or new junk vehicles, she will need to start the process on that. Ray suggested that they may also want to have some kind of agreement or proof of insurance from the company they hire to do the removal. They also need to determine payment. Bob will follow up with the person he spoke with. They will work on getting all of the paperwork packaged together for approval and schedule a special meeting if needed.
- There was some discussion about the advice from the Prosecutor’s office. Julie has already spent months on these businesses, and it is frustrating to have to start over. Jerry will reach out to Forrest Thompson, County Prosecutor, about this.

Township Hall (Ron Scuderi)

- No updates.

River Styx Cemetery/Mound Hill Cemetery (Jeff Kersey)

- There have been some challenges keeping up with the mowing because of the weather.
- There are some issues with foundations and leaning stones. They will need to fill in around some of the bases at some point.
- They have been trimming trees for the past four days. Jeff will need to bring in his tractor to help push some of that back. He has been donating the use of his tractor for the past five years, and it has been critical to helping move dirt and take care of other projects. At one point he was told that he could not be compensated for the use of his tractor, and he thinks a tractor is necessary for the work they are doing. He doesn’t mind using his equipment, but it does cost him fuel and maintenance. Gene said they have discussed looking for a decent used tractor a few years ago but have not pursued it. Bob thinks they should come up with a way to pay Jeff for fuel and use of the tractor, and Ray said they can draft an agreement.
- Bob said that fixing some of the leaning monuments can be pricy. He thinks it is up to the owner of the grave to do that. They will need to keep an eye on these in case there is something that needs to be addressed.
- Jeff said that they still see people trying to plant things in the entire grave isle.
- There was some discussion about the updated sign reminding individuals to remove un-regulated items. They would like to change the regulation to allow annual and/or perennial plantings to be placed within 12” of either the front or the back of the memorial. They will get a quote on getting the sign made and can decide if one is needed at River Styx.

Approval to Purchase

Jerry Winkler **moved** to approve the amendments to the Cemetery Rules and Regulations, update the website and have new signs made. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- They received a letter from the Akron Community Foundation about the Virginia Wheeler Martin gravesite. In the past, there would be compensation for time and materials to take care of the gravesites of the ancestors. No one knows the total number of gravesites that are included. Jeff suggested that they might be able to find a 4-H group to do that. Julie suggested Boy Scouts or Girl Scouts. Jerry is going to try to track down more information.

Trustees Reports

Jerry Winkler

- Jerry received a call from Randall Morgan.
- Jerry spoke with Julie about some zoning issues.
- Jerry received a call about a property on Lee Road that they asked him to look at.
- Jerry spoke with the Chief about a dispatch issue.
- Jerry reviewed sample regulations on 'behind'.

Bob Rohrer

- Bob went to the Memorial Day service, and there was a nice turnout.
- Bob called Mike Lyons about the garage, and he is on vacation until next week.
- There is a field for sale on Yoder. Bob contacted the realtor to let them know if will need to be mowed.
- Bob drove by the Seville Road property a few times and noticed that there had been some progress.
- Bob spoke with Julie about a zoning issue.

Gene Morris

- Gene received a zoning call and referred that to Julie.
- Gene reviewed the cemetery rules.

Trustee Action Items

- Fire & EMS Planning: Meeting on June 20.
- Township garage addition
- Employee handbook: Will need to work on updates. May need to make some changes due to changing laws on cannabis. Chief Cyphert thinks the current policy prohibits use. Ray can reach out to Montville Township because they recently updated their handbook.

Comments from the Public

- There are no comments from the public.

Old Business

- Reminder that the OTA Township Education Subscription is available to members.

New Business

- The Prosecutor’s Office prepared Resolution 2024-11 To Proceed with the Submission of Placing the Renewal of the 1 Mill Road Levy to Maintain Township Roads.

Jerry Winkler moved the adoption of the following Resolution:

RESOLUTION NO. 2024-11

**A RESOLUTION TO PROCEED WITH THE SUBMISSION OF
 THE QUESTION OF LEVYING A RENEWAL TAX
 IN EXCESS OF THE TEN-MILL LIMITATION FOR THE
 PURPOSE OF THE GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING, AND
 REPAIR OF STREETS, ROADS, AND BRIDGES IN
 THE GUILFORD TOWNSHIP ROAD DISTRICT, MEDINA COUNTY, OHIO, PURSUANT TO
 SECTIONS 5705.19(G), 5705.191, 5705.25 AND 5705.26 OF THE REVISED CODE, TO BE PLACED ON
 THE BALLOT AT THE ELECTION
 ON NOVEMBER 5, 2024.**

WHEREAS, on May 21, 2024 this Board adopted Resolution No. 2024-10 declaring it necessary to renew a one (1.0) mill existing levy tax for the purpose of providing the general construction, reconstruction, resurfacing and repair of streets, roads and bridges in the Guilford Township Road District, Medina County, Ohio pursuant to Section 5705.19(G), and/or 5705.191 of the Ohio Revised Code; and requesting the Medina County Auditor to certify the total current tax valuation of the Guilford Township Road District and the dollar amount of revenue that would be generated by that renewal levy; and

WHEREAS, on May 22, 2024 the Medina County Auditor certified that the total current tax valuation of the Guilford Township Road District is \$184,369,790 and the dollar amount of revenue that would be generated by that (1.0) mill renewal levy would be \$113,000 per year during the life of the levy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Guilford Township, Medina County, Ohio, two-thirds of all members elected thereto concurring that:

Section 1. This Board finds, determines and declares that the amount of taxes which may be raised by the Township, within the ten-mill limitation will be insufficient to meet the needs of the Guilford Township Road District and that it is necessary to levy a tax in excess of that limitation for the purpose of providing the general construction, reconstruction, resurfacing, and repair of streets, roads and bridges in the Guilford Township Road District, Medina County, Ohio and any and all purposes now or hereafter allowed under Section 5705.19(G) of the Revised Code at a rate not

exceeding one (1.0) mill for each one dollar of valuation, which amounts to ten (\$0.10) cents for each one hundred dollars of valuation, for five (5) years and which levy is a renewal of an existing levy of (1.0) mill to be levied upon the entire territory of the Guilford Township Road District, with 2024 the year in which the tax will first be levied and 2025 the calendar year in which the tax will first be collected, and the question of this renewal shall be submitted to the electors of said Guilford Township Road District within the entire territory of the Guilford Township Road District at the election to be held at the usual voting places within said Guilford

Township Road District on the 5th day of November, 2024; as authorized by Sections, 5705.19(G), 5705.191, 5705.25 and 5705.26 of the Revised Code, Medina County being the only county in which the Guilford Township Road District has territory.

Section 3. That said tax shall first be levied in 2024 and first be collected in 2025, if a majority of the electors voting thereon vote in favor thereof.

Section 4. The Township Fiscal Officer is authorized and directed to deliver (i) a certified copy of Resolution No. 2024-10 referred to in the first preamble of this resolution, (ii) the certificate of the Medina County Auditor referred to in the second preamble of this resolution, and (iii) a certified copy of this Resolution, to the Medina County Board of Elections and the Medina County Auditor no later than 90 days before the election on November 5, 2024.

Section 5. It is hereby found and determined that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with the law.

Section 6. This Resolution shall be in full force and effect from and immediately after its adoption.

Gene Morris seconded the motion. Upon roll call on the adoption of the Resolution, the vote was as follows: Morris – yes, Rohrer – yes, Winkler – yes.

Signing of the Warrants

Bob Rohrer **moved** to pay the warrants, payroll/accounting EFTs of \$46,231.24. Jerry Winkler seconded the motion. Roll call: Morris –yes, Rohrer – yes, Winkler – yes.

Adjournment

Bob Rohrer **moved** to adjourn the meeting. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes. The meeting was adjourned at 9:15 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht