

**GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
June 7, 2022**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on June 7, 2022, at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Gene Morris, Jerry Winkler, and Fiscal Officer, Ray Ruprecht.

Also present were Michael Colonna, James Krahl, Tammy Johnson, Ron Scuderi, James Carter, Andy Liston, Martha Springer, Jerry Springer, Carol Carter, and Shannon Colonna.

Approval of Minutes

Jerry Winkler moved to approve the regular meeting minutes of May 17, 2022. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes.

Department Reports

Fire-EMS Department (Asst Chief Carter/Captain Johnson)

MAY 2021 Monthly Report		
INCIDENT TYPE	MAY # INCIDENTS	2022 INCIDENT COUNT TO DATE
EMS	47	230
FIRE	14	75
TOTAL	61	305

	MAY #	2022 COUNT TO DATE
FIRE INSPECTIONS	2	30

Fire Inspections were completed for Innovations Office Building and Caliber Collision. Follow ups were completed at Sheets, Seville Business Park, and Cell-o-Core.

Building/Grounds/Maintenance

- Gravel for flower beds should be moved and placed this week

Apparatus/Equipment

- Waterways will be at the station on Tuesday, June 14 at 8:00 PM to test the hose and ground ladders.
- The ambulance committee continues to collect data. Committee has submitted drawing changes to LifeLine Ambulance. Although the manufacturer has not been finalized, these new drawings and retractions suggested thus far will help finalize the cost. The committee has chosen the F-450 Series Ford 4WD chassis. They are making some changes to make the vehicle more efficient and eliminating a few features that they already have handled. They have worked with LifeLine in the past and were happy with them.

Operations

- Hydrant testing in Village continues. 15% have been completed, and they have been doing about 10-12 per day. The hydrant testing and inspections began on June 1.

- Westfield Township: There were seven calls for service for mutual aid, which dropped a little last month. Four of the calls were a result of Westfield personnel no-show.

Training

- **Fire:** Building construction, vehicle extrication/victim removal, Fire Protection Systems
- **EMS:** Med-Control Protocol review and Run Review (with LTFD)

Announcements

- The Fire Department received a one-time grant from the Hillier Family Foundation. The request for funding included:
 - Genesis Battery Powered Extrication Tools
 - Fire Service Drones – assist with inspections and investigations
 - Gym Equipment
 - Safe Have Baby Drop-off box
 - Total amount awarded is \$102,355
- The Seville-Guilford Fire Association will be having a chicken barbecue at the station on Saturday, June 18. This will be in conjunction with yard sales.

Funding Request

- The 2022 Ford Explorer Emergency Lights and equipment – request for no more than \$3,900.
- 2022 Ohio Fire & Rescue Officer Development Conference – Request for no more than \$3,000.00, which would include up to four attendees and night stay from July 18 through July 21. This helps with the ISO rating. Jerry added that a certain number of points are calculated from officer training.
- Gene asked if they were still getting false alarms from the hotels. Captain Johnson reached out to the Village and got the language they use to penalize false alarms. This is something that she is still working on. Chief Carter added that their goal is to get the businesses to the point that they are cooking in a manner that they do not set off the alarms. They may pull microwave popcorn from the vending machines, which has been known to set off alarms. Captain Johnson said that there have also been some issues with Dollar General, and they are aware of those issues and working on it.
- Gene mentioned that there are some drone courses available online that they may want to look into.
- Captain Johnson said that they are working on identifying next steps for the baby drop-off box.
- Jerry said the emergency lights were purchased used for the old Explorer, and he thinks they should get new lights for the new vehicle.

Approval to Purchase Emergency Lights and Equipment for the 2022

Jerry Winkler **moved** to approve the purchase of. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes.

Approval to Purchase 2022 Ohio Fire & Rescue Officer Development Conference

Gene Morris **moved** to approve the request to attend the 2022 Ohio Fire & Rescue Officer Development Conference. Jerry Winkler seconded the motion. Roll call: Morris – yes, Winkler – yes.

- Chief Carter has some material regarding fireworks, and Captain Johnson provided some other information in an email this week. Gene said that this was discussed a few weeks ago and given the

township’s comprehensive plan and desire to retain its rural atmosphere, he would be in favor of banning fireworks. Jerry said they have not received a lot of feedback, but everything they have received has been in favor of opting out of the new law. The law specifically gives local communities the option to opt out of this law. They have a couple sample resolutions that could be referenced.

Guilford Township Trustees Prohibiting the Discharge, Ignition or Explosion of Consumer Grade Fireworks

Jerry Winkler **moved** that the Guilford Township Trustees are Opting out of ORC 3745.45 and Prohibiting the Discharge, Ignition or Explosion of Consumer Grade Fireworks in Guilford Township. Gene Morris seconded the motion. Roll call: Morris - yes, Winkler - yes.

Road Supervisor (Andy Liston)

- The Road Department mowed roadsides.
- Completed a ditch enclosure on Markley Drive, and requests force account payment for \$1,329.71
- They have been patching spots in the road with tack tank between other projects.
- The people that empty the dumpsters have been leaving a mess, and trash has been blowing all over. Andy tried contacting them but there was no answer.
- Andy received a quote from Melway for the parking lot. The quote is \$45,000.00 (\$18/square yard).
- Andy would like to close Hubbard Valley Rd between Greenwich and Seville during daytime hours from June 13 to 14 for culvert replacement.

Approval of Force Accounts Payments for Ditch Enclosure

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

Approval to Close Hubbard Valley Road on June 13 & 14

Gene Morris **moved** to approve the closure of Hubbard Valley Rd between Greenwich and Seville during daytime hours from June 13 to 14 for culvert replacement. Jerry Winkler seconded the motion. Roll call: Morris – yes, Winkler – yes.

Zoning Secretary (Shannon Colonna)

- The BZA met on June 2 for a hearing on a variance request to build an accessory building in front of the residence. The variance was approved. The next hearing is scheduled for June 23, 2022.
- The Zoning Commission will be meeting on Thursday. They are planning to start discussing what they like and dislike about the current Comprehensive Development Plan and ideas for updating, so this would be a great time for any members of the public who want to be involved to start attending.
- Shannon has updated the Zoning Manual with solar text changes. There were six pages. She is anticipating that one more page will be updated to correct a clerical error at the Zoning Commission meeting this week, so will include that page with the text changes.

Zoning Inspector (Curt Lauer)

- Curt is absent. His report was read by Shannon.

- Curt sent a message to Mr. Morgan on Seville Road to see what his planned progress is. He did pick up a fence permit and is working on that.
- Curt is sending a letter to the person paying the taxes for the house on Rohrer Road about removing the two cars on the property. Gene noted that he also received a call about that this week.
- Ray asked about the property on Seville Road and said that it sounds like the junk will all still be there, just behind a fence. He wondered if this would be considered a junk yard.
- Gene said that he also had a few comments about zoning. He knows that some people don't want to see things over-regulated, but he is noticing more and more run-down properties and junk in the Township. He thinks some of the Zoning Regulations could be updated to provide better criteria for the Zoning Inspector to enforce. Jerry said that he agrees. They get a lot of complaints about junk and junk vehicles, but they don't have a recourse. They are looking at a county-wide 27% property increase, and people don't want to have \$300k to \$400k properties next to junkyards. They asked Jim Krahl if this is something the Zoning Commission can review. There was some discussion about junk cars, and the only current regulation is that the vehicle must be licensed and that could be a loophole. If someone really wanted to have a bunch of cars, they could buy licenses for the cars. Any vehicle that is on a property, unless it is in a building, needs to have a registration and a license plate. That is currently enforceable. Michael noted that Zoning Inspectors are empowered at the State level to enforce the rules. Ultimately, the regulations are left to the interpretation of the Zoning Inspector. There was a suggestion to review property maintenance codes for other townships.
- Ray suggested that they will need to get Curt and Scott Phillips, new Assistant Zoning Inspector, on the same page with zoning enforcement. There may be some training available from the conference.

River Styx Cemetery/Mound Hill Cemetery

- Jerry is still working on the cemetery lot payments/letter to individuals to either begin payments or funds returned (\$790 paid, **\$560 outstanding**), (\$550 paid, **\$1100 outstanding**)

Trustees Reports

Jerry Winkler

- Jerry spent some time reviewing fireworks laws and opinions on social media.

Gene Morris

- Gene received a call about the property on Rohrer Road and explained that they are aware of it.
- Gene received a call from someone who was asking about who to contact about the Township Hall rental.
- Gene reviewed the renewed complaint about the Seville Road property.

Comments from the Public

- Jerry Springer said that he thinks the new owner of the trailer park should be mowing the properties. Gene said he heard they are looking into modular homes, which could be a completely different set of regulations. Chief Carter can make a visit to check on progress. He knows that they have been working on removing and disassembling the trailers. They told him that they are planning on going through the permitting process with Medina County and township zoning to install the modular homes. Mayor Carter said that she spoke with the new owner about ToVee, and this may be an improvement from mobile homes. Ray suggested that a phone call from the Trustees about mowing the lawn might be helpful. Gene will call the owner.
- Ron Scuderi received a call from someone with an agreement to rent the Township Hall. He contacted

Chris Mathews, and she said the rental had been cancelled and it seems the payment has been returned. This is for the Seville Alumni Class Reunion. There is no receipt or contract. Ray will check his records and let Ron know.

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)
 - Foundational or structural work at Township Hall (Gene Morris)
 - Township hall doors, foundation, and any other improvements (Bob Rohrer) – Ron Scuderi suggesting replacing the ceiling tiles in the bathrooms. He also said the façade in the basement is starting to chip away from the wall and thinks that should be repaired/replaced and painted. Jerry said this has been an ongoing issue, and they are hoping the foundation work will resolve the root issue and they can repair the walls. Andy added that one of the walls in the basement is starting to buckle.
 - Township hall septic system (Gene Morris) – Kevin Keiper can do the Engineering drawings on the septic system. They already have an active motion to have this done by Lewis, but it might be cheaper to go with Keiper. Gene would abstain from this vote, and he would want to make sure this is okay with Columbus since Bob has done some work in the past. They want to make sure there is no conflict of interest. Jerry can make that call.
 - Township garage & office for a different way to provide for air conditioning/heating (Andy Liston) ***Quotes received: Schar Heating & Cooling (\$6,478.00) and Affordable Heating & Cooling Solutions (\$4,680.00)***
 - Fire station renovations (Jerry Winkler & Brad Winter)
 - Overflow dam repair on fire station pond (Bob Rohrer) – Gene reported that Bob met with Keiper at the property, and they did not think there was anything that could be done. He thinks they can remove this item from the list.
 - Ambulance/Command Vehicle (Trustees approve ordering Command Vehicle- 2022 Ford Explorer)
- There was some discussion about purchasing the air conditioning for the township garage and office before summer and using the Roads fund for this purchase.
- Twp hall cleaning and scheduler for Twp Hall rental. Hourly pay was \$17.00 per hour. There was some discussion about the hire date.

Approval to Purchase HVAC for Township Garage & Office

Jerry Winkler **moved** to approve the purchase of heating/air conditioning units for the Township garage and office from Affordable Heating & Cooling for \$4,680.00. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes.

Approval to Hire Ron Scuderi for Township Hall Rentals & Cleaning

Jerry Winkler **moved** to hire Ron Scuderi for Township Hall rentals and cleaning effective June 7, 2022, for \$17.00 per hour. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes.

New Business

- Centerra Propane contract price for 2022-2023 season is \$2.29 per gallon. Township buildings use around 3,500 gallons a year.

- Special Election will be on August 2, 2022. Ron has offered to be the contact person for the Twp Hall opening on Tuesday morning. Andy will be at the Township Hall on Monday and Wednesday and can let them in to set up and remove the machines.
- Ray provided a proposed 2023 Guilford Township Budget for review.

Approval of Centerra Propane 2022-2023 Contract

Jerry Winkler **moved** to approve to contract with Centerra Propane contract price for 2022-2023 season is \$2.29 per gallon. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes.

Approval of 2023 Guilford Township Budget

Gene Morris **moved** to approve the 2023 Guilford Township Budget. Jerry Winkler seconded the motion. Roll call: Morris – yes, Winkler – yes.

Signing of the Warrants

Jerry Winkler **moved** to pay the warrants, payroll/accounting EFTs of \$93,128.63. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes.

Executive Session

Jerry Winkler **moved** to go into executive session at 9:35 P.M. to discuss employment of public employees and invite Jim Carter, Tammy Johnson, and Ray Ruprecht. Gene Morris seconded the motion. Roll call: Morris - yes, Winkler - yes.

Gene Morris **moved** to come out of the executive session at 11:15 P.M. Jerry Winkler seconded the motion. Roll call: Morris - yes, Winkler - yes.

Executive Session

Gene Morris **moved** to go into executive session at 11:16 P.M. to discuss discipline of a public employee and invited Ray Ruprecht. Jerry Winkler seconded the motion. Roll call: Morris - yes, Winkler - yes.

Gene Morris **moved** to come out of the executive session at 11:35 P.M. Jerry Winkler seconded the motion. Roll call: Morris - yes, Winkler - yes.

There was no action taken by the Trustees after the executive sessions.

Adjournment

Gene Morris **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Morris - yes, Winkler - yes. The meeting adjourned at 11:35 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht