

**GUILFORD TOWNSHIP TRUSTEES**  
**REGULAR MEETING MINUTES**  
March 15, 2022

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on March 15, 2022 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 Michael Colonna, Andy Liston, Brad Winter, Ron Scuderi, Jerry Springer, Martha Springer, Keith Beetler, and Shannon Colonna

**Approval of Minutes**

Jerry Winkler **moved** to approve the regular meeting minutes of March 1, 2022. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Department Reports**

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

- Beginning July 1, 2022, Ohio residents (and nonresidents) can discharge consumer grade fireworks in Ohio either on their own property or on another person's property with permission EXCEPT where a political subdivision has chosen to opt out, meaning they will not allow people to discharge consumer grade fireworks. The political subdivision may also choose to place additional restrictions on when a person can discharge consumer grade fireworks.
- Beginning July 1, 2022, unless limited by local laws, the following dates are when discharge of consumer fireworks is permissible under the safety conditions established in state and local law.
  - New Year's Eve and Day
  - Chinese New Year (mid-January to mid-February day of week varies)
  - Cinco de Mayo (May 5th)
  - Memorial Day weekend
  - Juneteenth (short for June nineteenth)
  - July 3, 4, and 5, and the Fridays, Saturdays, and Sundays preceding and following (2022 July 1st-10th)
  - Labor Day weekend
  - Diwali (October 24)
- The fire department is requesting support from the Guilford Township Board of Trustees and Seville Village Council to prohibit the sale of fireworks and regulate the dates in which fireworks can be discharged in Guilford Township and Village of Seville. The fire department is currently seeking language that can easily be adopted by resolution. He isn't sure about the timeline but thinks this should be addressed soon to give enough time for the prosecutor to review. There was also some discussion about how this would be enforced. Chief Winter thinks that having restrictions would at least show that the Board is trying to keep people safe. Bob mentioned that fireworks can also be hard on some

animals and is a concern for some farmers. Chief Winter is concerned that they may not have staffing to respond if it is dry and there are multiple grassfires. The Trustees would like to know what Sheriff Grice thinks since the county would be responsible for enforcement. Chief Winter said that the Seville Police Department is in favor of the regulation, and he will reach out to Sheriff Grice.

- The fire department (EMS) has been responding to Westfield more frequently. Since Jan 1st there have been 12 mutual aid requests.
  - (1) Mutual aid EMS for a car accident (EMS cancelled enroute)
  - (1) Mutual aid EMS for a car accident (Westfield was covering another call)
  - (1) EMS call (cancelled enroute by 911 caller- no response from Westfield)
  - (1) MVC for EMS Treat and Transport (no response from Westfield)
  - (1) EMS call (SGFD crew member drove Westfield's squad due to personnel shortage)
  - (7) EMS calls for Treat and Transport (no response from Westfield)
- The fire department is working on a few educational programs for the residents to promote the levy. They are in the process of putting together a citizen's academy. The citizens academy will meet one time per week for 8-11 weeks. Each week a fire or EMS subject will be taught including CPR certification. Shannon also offered to teach them how to update the website so they can keep it up to date with statistics, photos and activities happening at the fire station.
- There are no funding requests.

**Road Supervisor** (Andy Liston)

- The road department salted and plowed as needed
- They have replaced some road signs that were stolen. They have tried a few different things to secure the signs but have found that then people just take the whole post.
- Fixed berms from heavy rain.
- Andy requested approval to award road bid to Melway paving for the amount of \$176,651.11.
- Fuel surcharge of \$.75 was add to stone hauling adding another \$375.00.
- Ordered lawn mower and it should be here in 4 to 6 weeks. It was ordered from Keifer.
- Andy asked if temporary advertisement signs in the road right-of-way can be removed. Bob

thinks they are supposed to be behind the road right-of-way. He said they can be removed, and Gene agreed.

### **Approval to Award Road Bid to Melway Paving**

Bob Rohrer **moved** to approve to award road bid to Melway paving for the amount of \$176,651.11. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

### **Zoning Inspector** (Curt Lauer)

- Curt is not present and did not submit a report.
- Bob stopped at the place on Route 57 with the FedEx trucks. They work in Richfield but are stopping at that location for a short time to have meetings. They are claiming that they are not running a business out of there, but it sounds like there is some work-related activities going on. Jerry Springer suggested running the license plates to find out who owns the trucks. The Sheriff's office may run the plates for township business. Gene suggested that they all start taking pictures of when the vehicles are parked at the property. Bob spoke with Curt this afternoon, and it sounds like Curt told them they were fine
- Bob spoke with someone who is running a small landscaping business from his home and let him know that he needs to apply for a home occupation permit for this. He is going to contact Curt.
- Bob went to the place on Rohrer that was having water problems, and no one was home. Ray asked if anyone responded to Mike Lyons' questions confirming his understanding of the history of the complaint. No one has responded. There have been issues with water on these two properties for a number of years. Jerry can reach out to Mike Lyons about this issue and the issue on S.R. 57.
- Bob noted that they received two complaints from someone on Seville Road. Gene added that new forms were created with a section for the Zoning Inspector to complete to document how the complaint was handled, and he wasn't sure if that was being done. They will need to check with Curt.

### **Zoning Secretary** (Shannon Colonna)

- The Zoning Commission met on Thursday, March 10 for a regular meeting and public hearing for text changes. There were no members of the public. The Zoning Commission has not received feedback from the County Planning Commission on these changes, so the hearing was continued to the April meeting. The Planning Commission will be meeting April 6 to review.
- They discussed an additional change to add a subsection in Definitions for interpretation of words, starting with "shall", "should", and "may". This is something that has come up in BZA hearings but is currently buried in the zoning regulations.
- There was some discussion at this meeting about responding to individuals about their survey comments, and the zoning commission decided that they will not be sending letters. Some

information has been posted on the website, and residents are always welcome to attend meetings. They are going to focus their time on reviewing and updating the Comprehensive Plan.

- The first step of the Comprehensive Plan review process is analysis of current conditions. Shannon is working on getting updated information on current land use, demographics, and changes since 2010. She received some information from the County Auditor. It would be really helpful to the Zoning Commission if there was an annual report on zoning permits, so they had a better way to evaluate what changes are being made from year to year. Shannon saw that some Townships have this posted online and suggested that this might be something that Guilford Township considers doing in the future. Bob said that Ray Lee used to provide a basic end of the year report, and that is something they could ask Curt to do.
- Shannon will not be at the April Zoning Commission meeting, so she is working on getting the agenda and other items ready for that meeting.

#### **River Styx Cemetery/Mound Hill Cemetery**

- The letters about past due payments were sent. They have not received any responses. Ray suggested that they could try contacting by phone if they provided a number on their agreement form. He did not send them certified to require signature because he wanted to make sure the letters were delivered, but it is possible that they have moved. Jerry said that Anita might have the agreements and can check to see if they have phone numbers.

### **Trustees Reports**

#### **Jerry Winkler**

- Jerry spoke with Denise Testa about the grant for tearing down houses, and this cycle has already passed. She will let them know when the next cycle starts.
- Jerry spoke with Sheriff Grice about the dispatch fees that were approved at the last meeting, and he confirmed that the amount included an additional dispatcher.
- Jerry started Sunshine Law training.
- Jerry noted that he will be out of town for the April 5 meeting.

#### **Gene Morris**

- On March 2<sup>nd</sup>, Gene got a call from Kevin Moser. He is at 150 Pine Needle Dr. in Seville, behind the lake at the fire station. He had concerns about a water issue. He met him that afternoon, with the accompaniment of Chief Winter. Long story short, the waterway downstream on private property (not even his) is eroding away towards his property, he wanted to know what we could do about it. There is nothing they can do because it is private property. He referred him to soil and water.

- He looked at the spillway with Chief Winter and it is in bad shape. They may want to consider adding a fence to keep people off of this.
- Gene talked to a gentleman in Skypark asking about building variances, building permits, etc. He was waiting on a call back from the Zoning inspector.
- Gene talked to a resident on Yoder Road who is having problems with her natural gas co-op. After verifying with Bob, he told her that we didn't have any agreements with them and unfortunately, we wouldn't be any help.
- Gene called Cort Labo about the sexton position on 3/11 and left him a voicemail.
- Got received a call from Chris Matthews. The Seville High School alumni association would like to rent the hall for their banquet in June and asked if the Trustees would waive the fee. They have to pay Chris to clean the hall, and they don't want to start making too many exceptions. They decided to charge the regular fee.
- Gene drove past the house on 57 today and there were two Fed Ex trucks there. He took a couple pictures.

#### **Bob Rohrer**

- Bob spoke with a lady on Blake Road, and wanted to know if there is anything they can do about the ditch because it is hard for her to mow. He referred this to Andy, and Andy will work on an estimate for the materials (pipe and dirt).
- Bob received a call from someone who was interested in renting the town hall
- Bob stopped at the property on Rohrer to try to look at the water problem.

#### **Comments from the Public**

- There are no comments from the public.

#### **Old Business**

- There are no new updates about the Employee handbook
- Reminder to start thinking about American Rescue Plan funding plans. Bob suggested scheduling a work session.
- Gene and Jerry may both be out of town on April 5, 2022. They have to have at least two Trustees for a meeting. They could switch this to March 29, 2022.

#### **Approval to Change Meeting from April 5, 2022 to March 29, 2022**

Jerry Winkler **moved** to reschedule the April 5, 2022 meeting to March 29, 2022 starting at 8:00 PM. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes

**Approval of Work Session on April 19, 2022**

Bob Rohrer **moved** to have a work session on April 19, 2022 at 7:00 PM to discuss American Rescue Plan ideas. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes

- The trailer park will be auctioned off again since the bidder backed out.

**New Business**

- Ray presented Resolution 2022-03 Cafeteria Plan Section 125. This is some paperwork they need to have in place with the new insurance agent to allow the medical insurance premiums to be pre-tax.

Bob Rohrer **moved** the adoption of the following Resolution:

**RESOLUTION 2022-03  
IRC SECTION 125 PREMIUM ONLY PLAN**

**WHEREAS**, Guilford Township in Medina County has determined that it would be in the best interests of its Employees to adopt a "Section 125 Premium Only Plan" allowing for pre-taxed medical benefit coverage, so-called; be it known that a vote was taken, and this resolution was passed.

**RESOLVED**, that Guilford Township in Medina County adopt a so-called "Section 125 Premium Only Plan", all in accordance with the specifications annexed hereto; and, be it known that the "Guilford Township in Medina County Premium Only Plan" Document shall be effective April 1, 2022.

**RESOLVED FURTHER**, that Guilford Township in Medina County undertake all actions necessary to implement and administer said plan.

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

**Signing of the Warrants**

Jerry Winkler **moved** to pay the PO # 24-2022, BC # 133.2022, warrants, payroll/accounting EFTs of \$67,982.93. 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 9:05 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

