

**GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
May 2, 2023**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on May 2, 2023 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: Andy Liston, Brian Cyphert, Curt Lauer, Ron Scuderi, Jim Krahl, Jerry and Martha Springer.

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of April 18, 2023. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department

2023 INCIDENT COUNT YEAR TO DATE	
INCIDENT TYPE	# INCIDENTS
EMS	159
FIRE	83
TOTAL	242

2023 FIRE INSPECTIONS

	March Inspections
	On going

FIRE INSPECTION NOTES

We are working with the State Fire Marshall on some of the hotels in the village regarding extended stays.

Operations

- Hydrant flowing ongoing.

Training

- Fire- Live burn training was very successful, and all of our people did exceptional.

Announcements

- I am waiting for a response from the County about the cost recovery verbiage.

Road Supervisor (Andy Liston)

1. Finished ditch enclosure on Mill Rd

2. Did a ditch enclosure at 8966 Rawiga Rd
3. Force accounts Mill Rd \$6,614.72 Rawiga Rd \$1,758.82
4. Work on Mound Hill cemetery lawn mower
5. Would like to purchase cut off saw cart for \$900.00
6. Still working and waiting for quote from Morton Buildings on Township Garage building

Approval of Force Accounts Payments for Drive Pipe and Ditch Cleaning

Gene Morris **moved** to approve the force account payments on Mill Rd. for \$6,614.72 and Rawiga Rd. for \$1,758.82. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Purchase

Bob Rohrer **moved** to approve the purchase cut off saw cart at the cost of \$900.00. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Secretary (Shannon Colonna)

- The BZA will be meeting on May 11 on the Appeal of the Zoning Inspector’s interpretation of the requirement that accessory buildings be behind the main structure.
- The Zoning Commission will be meeting immediately after the BZA hearing for their regular meeting. They have been asked to start reviewing ideas for updated goals and policies for the Comprehensive Development Plan.
- Proposed changes to accessory buildings have been submitted to the Planning Commission, and will be reviewed at their June 7, 2023 meeting. This change is to clarify the requirement of ‘behind the main structure’ to be ‘behind the building line of the main structure’.

Zoning Inspector (Curt Lauer)

- Approved 12/1/2020 to increase zoning fee \$10.00 and provide an address sign from fire department for new homes. Curt will reach out to the fire department on the address signs.
- Mr. Morgan has cleaned up some of the junk vehicles on his Seville Rd. property.
- Issued permits for roof top solar panels and ag exempt.
- Gene Morris asked about a Seville Rd. property that has been renting campers and advertising on a website. Curt commented that he has not seen a sign and did not know about, and will check it out.

River Styx Cemetery/Mound Hill Cemetery

- Jerry sent a certified letter to an individual to either pay \$1,100.00 for two cemetery lots or Trustees will take back the Mound Hill Cemetery lots. The individual called the Township office and indicated that they wanted to still purchase the lots and are working on getting the funds.

Trustees Reports

Gene Morris

- Contacted Thompson Excavating about upcoming septic system for Township Hall and Garage.
- Phone conversation with Medina County Assistant Prosecutor Mike Lyons
- Followed up on letting the Seville Historical Society know the trustees approved on them having the Stories from the Grave at the Mound Hill Cemetery.

Jerry Winkler

- Mailed out certified letter to individual to either pay \$1,100.00 for two cemetery lots or Trustees will take back the Mound Hill Cemetery lots.
- Helped marked foundations at Mound Hill Cemetery.
- Had communication with Medina Fiber about having a meeting at Township Hall.
- Reading through the Guilford Township Employee Manual

Bob Rohrer

- Conversation with Medina County Assistant Prosecutor Mike Lyons in regards to trustees writing zoning permits. Mike said they could write out zoning permits, but cannot make a judgement call.
- Keith Baker issued a complaint that there is too much Round Up being used around the Mound Hill Cemetery grave stones.

Comments from the Public

- No comments

Old Business

A. Employee handbook

B. ARPA fund projects

- a. Township hall/garage, parking lot (Andy Liston) *on hold until septic system completed*
- b. Township hall doors and any other improvements (Bob Rohrer & Gene Morris)
- c. Township hall septic system (Gene Morris)
- d. Ambulance

Bob Rohrer presented a quote from Medina Glass Co. to remove 3 existing exterior doors and install 3 new aluminum doors on the Guilford Township Hall at the cost of \$13,152.00.

Gene Morris present an estimate of cost from Thompson Excavating for the installation of a new Sewage Treatment System for the Guilford Township Hall and Garage at the cost of \$45,225.00.

RESOLUTION NO. 2023-07

A RESOLUTION TO ELECT THE STANDARD REVENUE LOSS ALLOWANCE IN THE USE OF FEDERAL FUNDS DISTRIBUTED TO THE TOWNSHIP UNDER THE AMERICAN RESCUE PLAN ACT OF 2021 AND TO AUTHORIZE THE USE OF SAID FUNDS FOR GOVERNMENTAL SERVICES PROJECTS LISTED HEREIN

Jerry Winkler moved for the adoption of the following Resolution:

WHEREAS, the Township has received a distribution of monies under the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

WHEREAS, Section 603(c) generally provides that ARPA Funds may be used by local government recipients for, among other things, “the provision of government services to the extent of the reduction in revenue . . . of such . . . unit of local government . . . due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the . . . unit of local government;” and:

WHEREAS, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:

Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”]; and

. . . The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simply revenue loss calculation for smaller recipient; and

WHEREAS, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise; and

WHEREAS, some common examples of “government services” expressly recognized by Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)
- Maintenance or pay-go funded building infrastructure
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; and

WHEREAS, “Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;” and

WHEREAS, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including a prohibition against using said funds for:

- Deposit into pension funds
- Satisfaction of settlements or judgments
- Contributions to financial reserves or “rainy day” funds; and

WHEREAS, the Board of Trustees is in the process of identifying projects which, in the judgment of the Board, constitute expenditures in direct support of governmental services.

NOW THEREFORE, it is hereby RESOLVED by the Board that:

1. The Township elects to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the full allocation to fund government services.
2. The following Projects are hereby authorized and shall be paid for from the ARPA Funds in an amount not to exceed:
 - Medina Glass Co. will remove 3 existing exterior doors and install 3 aluminum doors at the Guilford Township Hall with the costs not to exceed \$14,000.00.
 - Thompson Excavating to oversee and install new Sewage Treatment System for Guilford Township Hall and Garage with the costs not to exceed \$48,000.00.

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:
 - Police protection
 - Fire and emergency medical services
 - Road repair, maintenance and other transportation and safety services
 - Public infrastructure support
 - General government administration and administrative facilities
 - Land use regulations and enforcement
 - Parks and recreational facilities and programs
 - Other

4. Accordingly, the Project(s) is/are in the best interests of the Township and is/are deemed a priority for the community.

5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

6. 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.

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

Bob Rohrer seconded the motion.

Upon roll call on the adoption of the Resolution, the vote was as follows:

Morris - yes Rohrer - yes Winkler - yes

C. Medina Fiber meeting on May 10, 2023 from 6:00p.m to 8:00 p.m. at the Guilford Township Hall.

New Business

A. Ray asked who would the trustee want to have an OTA and Medina County Township Association Affiliated Membership. Last year Shannon Colonna, Curt Lauer, Andy Liston, and Brad Winter had membership. The trustees and fiscal officer have been Active Members (Elected Officials) of MCTA and OTA.

Approval of Medina County Township Association and OTA Affiliate Membership

Bob Rohrer **moved** to approve Gene Morris, Bob Rohrer, Jerry Winkler and Ray Ruprecht as “Active members”, Shannon Colonna, Brian Cyphert, Curt Lauer and Andy Liston having “Affiliate Members” (Twp employees only) to Medina County Township Association and Ohio Township Association. 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 EFT's of \$63,983.13.
Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Executive Session

Jerry Winkler **moved** to go into executive session at 8:50 P.M. to discuss the employment of public employees and invited Curt Lauer and Ray Ruprecht. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Morris - yes. Winkler - yes.

Jerry Winkler **moved** to come out of the executive session at 9:59 P.M. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes.

There was no additional business discussed by the trustees.

Adjournment

Bob Rohrer **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes. The meeting was adjourned at 10:010P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht