

GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
November 15, 2022

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on November 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, Ron Scuderi, Jerry Springer, Martha Springer, Mayor Carter, Scott Phillips, Stephen Kantorik, Tammy Johnson, Mayor Carter, Curt Lauer, James Carter, Andy Liston, Joel Bender, Mason Sovoia (Medina Gazette), Aaron Klein, Dominic Klein, Bridget Klein, Maddy Klein, Lydia Klein, Melissa Klein, and Shannon Colonna

Ohio Plan

- Joel Bender is attending tonight to provide an overview of the Ohio Plan Insurance renewal.
- Property values have been increased by 5%. There were also a few additions, including an automobile and mower. The replacement cost on the pumper was updated. The premium increased approximately \$438.00 for 2023.
- Fire equipment costs have gone up significantly over the past couple of years. The Ohio Plan has a caveat that would allow them to purchase additional coverage to have coverage at 80 percent of the replacement cost for equipment that is five years old or less. He suggests that the Fire Department take a look at all of their equipment to determine the value and what it would cost to replace, and then they can take a look at making changes to ensure they have the coverage they need. Some of the equipment is actually split out based on replacement cost for specific parts, which gives them better coverage at a lower cost. He is not familiar enough with all of the equipment to be able to determine all of the replacement costs.
- There is also coverage for miscellaneous items and two LifePak units. The Fire Department may carry other special equipment on the vehicles that should be included. They had provided some worksheets in the past to get information, and he would like to get a better idea of the inventory so that he can make sure they have adequate coverage.
- Once the renewal is accepted, he can make changes and it will not impact the rate until next year. If they want to get it done before the policy expires at the end of the year, they can do that too. They are definitely underinsured because of the rising costs, and they should review coverage to make sure they have 80 percent coverage.
- Ray Ruprecht added that they have been with the Ohio Plan for four years, and even with increased coverage, the current premium is still less than what they were offered four years ago with a different company.

Approval to Accept Ohio Plan Insurance Proposal

Jerry Winkler **moved** to approve the proposal for the 2023 Ohio Plan. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of November 1, 2022, and special meeting minutes of November 9, 2022. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department – Assistant Chief Carter

- Would like to thank the citizens of Guilford Township and the Village of Seville for their support in the passing of the Fire Department levy this past election.

Building/Grounds/Maintenance

- Spoke with Mr. Doug Webster who is handling the building Geo-Thermal unit maintenance. They are concerned about the electric motor. It is functioning but requires maintenance. He is looking for a company to re-build the motor. They have also asked him to get pricing on a new unit if necessary. Bob did not know if it was worth fixing the motor and thinks they should just buy a new one. They will look into that.
- Bob said he is trying to contact the pond people about what they should do over the winter.

Apparatus/Equipment

- Graphic completed on new Command vehicle. It came in under budget by \$400.
- They would like to purchase a cargo rack assembly for the command vehicle storage area. This would be used to mount loose equipment such as extinguisher and equipment. Total cost would be \$760.00 from CargoRaxx, LLC.

Approval to Purchase Cargo Rack

Gene Morris **moved** to approve the purchase of a cargo rack assembly for the command vehicle for a total cost of \$760.00. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- They originally planned to request to purchase hose replacement when new engine arrived. There is no replacement hose currently on the storage rack (clean hose to place on engine after an incident). They request to purchase 200 ft of 1 ¾ inch size handline for \$810.00. It should be noted that quotes for 2 ½ inch hose (200 ft) have not come in. Department will need 200 ft of the 2 ½ inch hose for same reasons.

Approval to Purchase Replacement Hose

Jerry Winkler **moved** to approve the purchase of 200 feet of 1 ¾ replacement hose for a total cost of \$810.00. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Striker Company has completed the annual maintenance service on the LifePak 15 Heart monitors and Lucus CPR equipment.
- Breathing Air Systems scheduled to complete bi-annual servicing to the SCBA breathing air station November 17th (Thursday).

Operations

- Recently the department has received 12 applications for employment. This stems from the advertising done in our area and neighboring counties. Three applicants thus far have been vetted through the interview and background process. The Department is asking to hire as probationary firefighter/EMT two of these applicants.
 - Louis Simeone FFII/EMT-B, Navy veteran with no fire department history. Starting Paramedic school (on own) at Tri-C in Cuyahoga County in January 2023. Starting rate \$15.25, to begin on Nov 16, 2022.
 - Alex Bakita FFII/ Paramedic is currently an Akron Fire fulltime employee. Starting rate \$19.50, to begin on Nov 16, 2022

Approval to Hire Louis Simeone Probationary FFII/EMT-B and Alex Bakita Probationary FFII/Paramedic

Bob Rohrer **moved** to hire Louis Simeone as probationary FFII/EMT-B at a rate of \$15.25 per hour starting November 16, 2022, and Alex Bakita as probationary FFII/Paramedic at a rate of \$19.50 per hour starting November 16, 2022. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Current employee: Requested a monetary raise for Donovan Nichols from probationary status to current FFII/EMT-B rate of \$16.25 beginning Nov 16, 2022. This was an oversight from last year. He was at \$15.45/hr. resulting in \$.80 miscalculation in his payroll since January 2022. The total amount including all hours worked and holiday pay is \$963.13

Approval of Pay Increase and Back Pay for Donovan Nichols to FFII/EMT-B

Jerry Winkler **moved** to approve the pay raise of Donovan Nichols to FFII/EMT-B rate of \$16.25 effective November 16, 2022, and to back pay \$963.13 (net) due to a miscalculation in his payroll. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Training

- Fire- Ongoing Driver/Operator training on the new engine.
- In-house training on Electrical Vehicle fires using materials provided by Tesla.
- EMS- 12 Lead EKG and STEMI class presented Tim Phalen, hosted by LTFD. They were able to send five paramedics to these classes.

Announcements

- Ask permission to schedule annual firefighter physicals with MedPro in Wooster. This company comes to the station on training night to conduct physicals. Price list presented prior. This is required every year.

Approval to Schedule Firefighter Physicals with MedPro

Bob Rohrer **moved** to approve to schedule firefighter physicals with MedPro. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- They have reviewed the Nuisance Alarm resolution and Ohio Fire Code, Section 201. They think this looks good the way it is unless the Trustees want to update the date on the Resolution. They do not think there is any reason to update the document.
- New ambulance is ordered as of October 30th and there is a waiting period due to Ford's chassis ordering process. The sales rep will keep them updated.
- They have applied for a grant and will keep everyone posted.

Road Supervisor (Andy Liston)

- They spent most of the time trimming trees in the road right-of-ways.
- Andy attended the stormwater meeting.
- They cleaned leaves up in some of the heavy areas.
- Completed a ditch enclosure on Mark-Dale and requests force account payment for \$1,477.03 on Mark-Dale

Approval of Force Accounts Payments for Ditch Enclosure

Jerry Winkler **moved** to approve the force account payments of \$1,477.03 for a ditch enclosure on Mark-Dale. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Secretary (Shannon Colonna)

- The BZA will be meeting this Thursday at 7:00 P.M. for a hearing for a home occupation.
- Shannon has been working on getting the zoning manual updated with changes approved at the last meeting. There are a lot of updated pages to print. The updated manual has been posted on the website.
- Shannon received a variance request from Curt. This is a request from a prospective buyer of a hotel on Greenwich Road that is requesting to change the zoning from 410 to 401. Shannon isn't sure what to do with this request since those are not township zoning codes. Curt wasn't sure what to do with this, so he sent it to the BZA. He will contact Mike Lyons to get an answer on that.

Zoning Inspector (Curt Lauer)

- Curt asked if there should be a fee set for solar permits. He is getting more and more requests for these, and he spends time on it.

Approval of Solar Panel Permit Fee of \$35.00

Gene Morris **moved** to charge a fee of \$35.00 for Solar Permits effective immediately. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Curt stated that he sent an email with the status of the house on Seville Road and the landscaping business. He spoke with Mike Lyons about that, and since he doesn't do any business there it would be hard to say it was a home occupation. If a business grew and there were more employees and equipment, it might be a problem. Jerry asked if a business was required to go through the variance process and the BZA added conditions in the past, would they still need to follow the conditions set by the BZA. Curt responded that he did not think they would. There have been other situations where commercial vehicles were allowed because work was being done off site. Gene said that he had provided a picture of four vehicles at the landscaping property and questioned if our township zoning allowed for the parking of that many commercial vehicles. Curt said that the resident could apply for a parking variance.
- Bob stopped at the house that is abandoned on Greenwich, and there is a phone number. Curt said that they guy died in 2020 and was not well liked by his family. Bob said that the people doing work said that they were working for the bank, so the bank should be responsible for removing the vehicle. Curt will stop and get the phone number and make a call.

River Styx Cemetery/Mound Hill Cemetery

- Jerry spoke with Scott and should be getting the paperwork for Ray today or tomorrow.
- Bob reported that AJ has not finished the trees or returned his calls. Ray asked if he should withhold payment until the job is complete. Bob thinks that he should.

Trustees Reports

Bob Rohrer

- Bob spoke with someone about a door quote, but they told him they can not do it and referred him to another company. He is waiting to hear from that company.

- Bob attended the meeting at the Fire Station.
- Bob received a call from someone who wanted to split an acre off an existing lot to build a house on. Bob informed him that the minimum lot requirement for new buildable lots is four acres.

Gene Morris

- Gene attended the meeting at the Fire Station and reviewed emails.

Jerry Winkler

- Jerry spoke with Scott.
- Jerry attended the meeting at the Fire Station.
- Jerry provided station tours to the fire chief candidates.

Comments from the Public

- Ron Scuderi said that he has received some questions about having audio/video equipment at the Township Hall and asked if that is something they would consider. Jerry responded that it might be worth looking into. Gene can contact Jon Strong to find out if it is something he does. Jerry has someone that he can ask too. Other than that, township hall rentals are going well.

Old Business

- There are no updates on the employee handbook
- 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 soon
 - Township hall/garage parking lot (Andy Liston) on hold until septic system completed
 - Township hall doors, foundation, and any other improvements (Bob Rohrer & Gene Morris)
 - This is complete.
 - Township hall septic system (Gene Morris)
 - Ray asked if they should do anything now if they want to run something into the Township Garage in the future. Gene responded that this was considered in the plans.
 - Fire station renovations – on hold

New Business

- Ray presented Resolution 2022-13 Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing Tax Levies and Certifying them to the County Auditor. This was approved about a month ago, but there was a change with the adjusted rates.

Resolution 2022-13 Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing Tax Levies and Certifying them to the County Auditor

Jerry Winkler **moved** the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Guilford Township, Medina County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2023 and

WHEREAS, The Budget Commission of Medina County, Ohio has certified its action thereon to the Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten-mill limitation, therefore be it

RESOLVED, By the Board of Trustees of Guilford Township, Medina County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten-mill limitation as follows:

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived from Levies Outside 10 M. Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column I	Column II	III	IV
General Fund	\$109,800		0.40	
Road and Bridge Fund	\$345,980		1.90	
Cemetery Fund	\$27,300		0.10	
Fire Fund		\$594,900		2.75
Road District Fund		\$126,700		1.00
Amb. and Emergency Medical Fund		\$525,900		2.50
TOTAL	\$483,080	\$1,247,500	2.40	6.25

SCHEDULES

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	Co. Auditor's Est. of Yield of Levy (Carry to Schedule A, Column II)
GENERAL FUND:		
Current Expense Levy authorized by voters on not to exceed 5 years. ,20		
SPECIAL LEVY FUNDS:		
ROAD DIST. Levy authorized by voters on NOVEMBER 5, 2019, not to exceed 5 years. Renewal	1.00	\$126,700
AMBULANCE Levy authorized by voters on NOVEMBER 2, 2021, not to exceed 5 years. Renewal	2.50	\$525,900
FIRE Levy authorized by voters on NOVEMBER 3, 2020, not to exceed 5 years. Renewal	1.00	\$210,300
FIRE Levy authorized by voters on NOVEMBER 8, 2022, not to exceed 5 years. Renewal with increase	1.75	\$384,600
Levy authorized by voters on not to exceed 5 years. ,20		
Levy authorized by voters on not to exceed 5 years. ,20		
Levy authorized by voters on not to exceed 5 years. ,20		

and be it further

RESOLVED, That the Fiscal Officer of this Board be and he is hereby directed to certify a copy of this Resolution to the County Auditor of Said County.

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

- Shannon Colonna bond and oath of office.
- Ohio Township Winter Conference will be January 25-27, 2022. In the past expenses associated with attending the Ohio Township Winter Conference have been paid by the Township.

Approval to Pay for Ohio Township Winter Conference Expenses

Bob Rohrer **moved** to approve the expenses associated with the Ohio Township Winter Conference. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Signing of the Warrants

Jerry Winkler **moved** to pay the warrants, payroll/accounting EFTs of \$59,082.26. Bob Rohrer seconded the motion. Roll call: Morris – Abstained, Rohrer – yes, Winkler – yes.

Executive Session

Bob Rohrer **moved** to go into executive session at 9:33 P.M. to discuss the employment of public employees and invited Curt Lauer, Scott Phillips, and Ray Ruprecht. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes. Winkler - yes.

Curt Lauer and Scott Phillips were excused at 9:56 P.M.

Jerry Winkler **moved** to come out of the executive session at 10:40 P.M. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes.

The following action was taken by the trustees.

Special Meeting to go into Executive Session to Meet with Fire Chief Candidate

Jerry Winkler **moved** to have a special meeting on either November 21, 2022, at 5:00 p.m. or November 22, 2022, at 7:00 p.m. with the purpose of going into executive session to meet with the fire chief candidate and discuss the employment of a public employee at the Guilford Township Hall. Bob Rohrer seconded the motion. Rohrer - yes, Morris - yes, Winkler - yes.

If the fire chief candidate cannot meet on November 21, 2022, or November 22, 2022, Chairman Bob Rohrer will call a special meeting and notify Gene Morris and Jerry Winkler as to a day and time that all trustees and the candidate can meet.

Adjournment

Bob Rohrer **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes. The meeting adjourned at 10:41 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht