

**GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES**

November 16, 2021

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on November 16, 2021 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: Chief Brad Winter, Andy Liston, Bill Shook, Jerry Springer, Ron Scuderi, Joel Bender, Keith Beetler, and Shannon Colonna.

2022 Insurance Update

- Joel Bender provided some updates to the 2022 insurance plan. The biggest change was adding the new truck. He noted that the chassis is covered under an auto policy, and the bed, hydraulics and plows are added differently to provide better rates and coverage for the township.
- The premium increased \$311.00 from last year primarily from adding the truck.
- The Ohio Plan has given a \$550.00 credit, which increases over time.
- Mr. Bender noted that on page 14 of the coverage summary the Ohio Plan provides \$5,000.00 of coverage for employee dishonesty. This can be increased to \$10,000.00 for an additional \$61.00 for the year or to \$25,000.00 for an additional \$77.00. He noted that there are some people that are employed by the Township that are not covered by bonds. He confirmed that this would cover all employees, including the volunteer Fire Department. Gene said that he would like to think that they have honest people and would not need the coverage, but the additional coverage is relatively inexpensive. This would also cover if money were stolen from someone who handles cash. Bob asked what ‘social engineering’ fraud would cover. Mr. Bender responded that this was unlikely but could happen if someone tried to impersonate a township official to request money via email.
- The total premium for the year is \$21,836.00 after the credit. There is agreement that they should increase the employee dishonesty coverage to \$25,000.00 for an additional \$77.00.
- Mr. Bender also has some bond updates for Ray Lee, Shannon Colonna, and Curt Lauer.
- Gene noted that they are in the process of selling one of the trucks. This can be removed from the policy and will impact the premium a little if that transaction is completed before the end of the year.

Approval to Renew Ohio Plan Insurance Package

Jerry Winkler **moved** to approve the 12/28/21 through 12/28/22 renewal of the Ohio Plan package proposal with the employee dishonesty coverage option of \$25,000 for the premium amount of \$21,836.00. Gene Morris 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 2, 2012. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department (Chief Brad Winter)

- The window is being installed in the ladder truck today. They are still waiting to have the annual test done on the aerial ladder. All other preventative maintenance work is complete. Fallsway did report several minor repairs that need done. Lt. Kantorik has been able to do all the repairs in house. Repairs include pump plus repair \$597.00, replace burned out perimeter ground lights, cleaned corroded battery terminals, Lt. Kantorik also installed an audible door open alarm.
- The fire department will do a Christmas Parade throughout the community on Saturday, December 18th.
- Trustee Morris picked up the projector and screen for zoning.
- The mobile repeaters that are needed for better in building radio coverage will be installed on Thursday, November 18th. \$5,000.00 was donated by T.C Energy and \$2,500.00 was donated by the Seville Guilford Firefighters Association.
- The fire department hosted the November Medina County Fire Chiefs’ monthly meeting.

Funding Requests

- Full-Time Firefighter Christian Hall has completed all phases of his probationary training. Request Board of Trustees approval to increase Firefighter Hall’s hourly pay rate \$0.65 per hour to \$15.75 per hour. Effective date will be 11/16.
- Request Board of Trustees approval to hire EMT-B trainee Madeline Marshall at the minimum wage pay rate of \$8.80 per hour. Once Madeline passes her National Registry test in December, her hourly rate will increase to the probationary rate of \$10.75 per hour. Madeline has completed many hours of ride time with the department through Central Ohio EMS. They would plan on sending her to Fire School after the beginning of the year. She will be a great addition to the team. Jerry asked how many hours she would be working during this phase. Chief Winter responded that it would not be significant, and he was thinking a couple days a week to get her started on some of the training. Jerry could not recall a time when they hired someone without having the certifications and thought her hours should be limited.

Approval to Increase Pay for Christian Hall

Bob Rohrer **moved** to approve to increase Christian Hall’s pay by \$0.65 per hour to \$15.75 per hour effective November 16, 2021 based on the successful completion of his probationary training. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Hire Madeline Marshall as EMT-B Trainee

Bob Rohrer **moved** to approve to hire Madeline Marshall as EMT-B Trainee at the pay rate of \$8.80 per hour until she receives her certification. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- There was an emergency shutdown at the pumping station a couple weeks ago. Everything worked as it should; however, neither SGFD nor the Sheriff’s Office were contacted about the shutdown. Chief Winter has been assured that they will be contacted if this happens in the future.

Road Supervisor (Andy Liston)

- Andy received a call about upping bids on the truck. It sounds like this person is really interested in the truck and would potentially like to increase their bid if it were not the highest. Bob said that he knows that some people advertise it like this, but since they have advertised as a sealed bid, he does not think it would be fair to allow increased bids. Jerry agrees that if they were going to allow that, it would need to be advertised that way. Gene suggested that if they decided not to accept any of the bids, they could potentially advertise differently or advertise on govdeals. They do have an idea of what they would like to get for it.
- They have finished tree trimming.
- They used some salt on Sunday.
- The ODOT Stimulus grant has been submitted to resurface Rawiga Road.

Zoning Secretary (Shannon Colonna)

- The Zoning Commission met on Thursday, November 11, 2021. They discussed regulations for solar power, mobile home parks and the survey responses.
- Trevor would still like to line someone up to attend a meeting to answer questions about solar power but was not able to arrange that for this meeting. They will continue those discussions next month.
- They have reviewed the regulations for mobile home parks and the fact that the park they have been having problems with is grandfathered in. They discussed if there is anything that could be done to prevent future issues like this, or if there was potentially anything that could have been done to address some of the issues. They would like to consider updating the regulations to not allow mobile home parks at all and asked Shannon to reach out to the Prosecutor's office to confirm that they could do that. They also felt better enforcement of regulations related to trash and unlicensed vehicles may have helped.
- Survey results have been shared and Shannon has started to post some information on the website. The majority of residents want the township to remain agricultural/residential, and there were some common concerns related to traffic and enforcement of regulations. The Zoning Commission is not sure if there is anything they can do to address these items, but it sounds like they want to work with the Trustees to see if anything can be done. They will continue discussing the survey responses.
- Chair Trevor Jones announced that he will be resigning from the Zoning Commission at the end of this year. They will plan on voting for a new chair at the next meeting. That will leave two alternate positions open on the Zoning Commission.
- Bob reported that he spoke with Mike Lyons about the mobile home park and the zoning regulations. He said that they could not do anything to enforce the regulations, but highly recommended sharing the regulations with a new owner and request that they comply with the regulations as much as possible.

Zoning Inspector (Curt Lauer)

- Curt is absent. His report was read by Gene.
- Curt fielded many zoning calls, including several calls about the mobile home park. No new permits were issued.

River Styx Cemetery/Mound Hill Cemetery

- Jerry has been drafting letters to some people who have not completed payments and provided drafts to Ray. Jerry has suggested requesting remitting payment in full, and Ray asked if they should honor the original payment plans. Gene thinks that they should request full payment, and they can give them until December 31, 2021 to remit payment.
- Bob received a call from Jeff about the leaf vac. The bag has a tear, and he would like to order a new one for around \$200.00. Bob gave him permission to order the new bag.
- Bob noticed a pile of brush at Mound Hill. Andy said the road crew may have time to take care of that.

Trustees Reports

Bob Rohrer

- Bob and Chief Winter met with a potential buyer about the trailer park. He provided a copy of the current zoning regulations.
- Bob spoke with someone who had questions about splitting a four-acre lot.
- Bob spoke with someone who has a cabin on their property and is interested in renting out as an Airbnb. He referred him to Curt to request a variance.

Gene Morris

- Gene received a call from Trevor Jones and met with him to discuss a Zoning Commission issue.
- Gene picked up the screen and projector at the fire station and dropped it off at the Township hall for use at the Zoning Commission meeting.
- Gene spoke with two parties interested in the trailer park, told them what he knew. One wanted additional information, so he referred him to Chief Winter.
- Gene received a call about the dump truck and sent him the info off the website and gave him the township garage phone number if he had any questions.
- Gene stopped by the fire station and took a look at the ambulance.

Jerry Winkler

- Jerry spoke with several people about the trailer park. It sounds like there are a couple parties that are very interested. There have also been some suggestions that the Township or County could buy it and turn it into a park.

Comments from the Public

- Jerry Springer said the trailer park was advertised as having 30 spaces, and he wondered if additional spaces could be added. Keith Beetler responded that they will need to follow zoning regulations if they expand the current park. A buyer would be buying the property, not just the current trailer park, and they could potentially put in another 25 or more trailers. To expand they would also likely need to significantly upgrade the septic system. Bob responded that they will probably need to get some legal advice if someone wants to do that. He thinks the only thing that is grandfathered is the lots that are already there. Chief Winter said that the Zoning Regulations state a minimum lot size of 50 feet. He said that if you look at the auditor's site, every parcel is listed separately and there are 31 parcels.

- Bill Shook asked a question about the shutdown at the compressor station.

Old Business

- Ray Ruprecht requests approval to renew the Medical Mutual insurance policy as of December 1, 2021 and have township employees pay the first “out of pocket” expense of \$750.00, and the Township will withhold 10% of an employee’s premium each month as a premium reduction.

Approval to Renew Medical Mutual Insurance Policy

Jerry Winkler **moved** to approve to renew the Medical Mutual insurance policy as of December 1, 2021 and have township employees pay the first “out of pocket” expense of \$750.00, and the Township will withhold 10% of an employee’s premium each month as a premium reduction. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- There will be a meeting Friday at 1:00 P.M. at the Fire Department with Frank Harmon to review the insurance policy and discuss the transition from Consumer Driven.
- Ray provided a copy of the open records/records request policy and guidelines for the township with a couple suggestions for changes. This does not need to be approved tonight, but he would like them to review.
- Chief Winter has uploaded the Guilford Township Employee handbook to Lexipol and provided copies for review.
- Ray is continuing to look into options for the American Rescue Plan funding plans. It sounds like there are a lot of limitations for using these funds. They might be able to work out some things with the Fire or Road Department. Jerry said he heard that there may be some new guidance coming out that broadens the scope, and there will be some sessions at the Winter Conference.
- Gene spoke with Jon Strong about cameras at the Township Hall. He can not get the cameras he wanted right now, so he is working on identifying other options.

New Business

- The OTA Winter Conference is January 26-28, 2022. Ray Ruprecht requests approval to pay expenses for township public officials and employees to attend the conference.

Approval to Pay Expenses for Public Officials to Attend the OTA Winter Conference

Jerry Winkler **moved** to approve to pay expenses for public officials and employees to attend the January 26 to 28 OTA Winter Conference. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Ray presented an agreement from the Medina County Commissioners to sell at cost and not to exceed \$1,000 any materials for construction, maintenance/repair of roads and buildings to Guilford Township.

Approval of Medina County Commissioners Agreement

Bob Rohrer **moved** to approve the agreement from the Medina County Commissioners to sell at cost and not to exceed \$1,000 any materials for construction, maintenance/repair of roads and buildings to Guilford Township. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- At the August 17, 2021 Guilford Township Trustee meeting it was approved to participate in APRP and set up Fund 2273. They also need approval to accept American Rescue Plan Act (APRP) funds and

authorize the Fiscal Officer to request funding through the grants portal.

Approval to Authorize Fiscal Office to Request APRP Funding

Bob Rohrer **moved** to approve to authorize the Fiscal Officer to request APRP funding through the grants portal. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Ray Ruprecht presented Resolution 2021-11 Approval to Participate in 2021 Janssen Nation Opioid Settlement Agreement which was prepared by the county prosecutor’s office.

Jerry Winkler moved the adoption of the following Resolution:

RESOLUTION NO. 2021-11

A RESOLUTION TO ACCEPT THE MATERIAL TERMS OF THE JANSSEN SETTLEMENT AGREEMENT PURSUANT TO THE ONE OHIO MEMORANDUM OF UNDERSTANDING AND CONSISTENT WITH THE TERMS OF THE JULY 21, 2021 NATIONAL OPIOID SETTLEMENT AGREEMENT

WHEREAS, Guilford Township is a political subdivision of the State of Ohio formed and organized pursuant to the Constitution and laws of the State of Ohio; and

WHEREAS, the people of the State of Ohio and its communities have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities within the Opioid Pharmaceutical Supply Chain; and

WHEREAS, the State of Ohio, through its Attorney General, and certain Local Governments, through their elected representatives and counsel, are separately engaged in litigation seeking to hold Opioid Pharmaceutical Supply Chain Participants accountable for the damage caused by their misfeasance, nonfeasance, and malfeasance; and

WHEREAS, the State of Ohio, through its Governor and Attorney General, and its Local Governments share a common desire to abate and alleviate the impacts of that misfeasance, nonfeasance, and malfeasance throughout the State of Ohio; and

WHEREAS, Guilford Township approved of the One Ohio Memorandum of Understanding (“MOU”) relating to the allocation and the use of the proceeds of any potential settlements described; and

WHEREAS a settlement proposal is being presented to the State of Ohio and Local Governments by distributors Ortho–McNeil-Janssen Pharmaceuticals, Inc., Janssen Pharmaceutica, Inc., Janssen Pharmaceuticals, Inc., and Johnson & Johnson (collectively “Janssen”) pursuant to the Settlement Agreement dated July 21, 2021 (“Janssen Settlement”); and

WHEREAS, the Guilford Township Board of Trustee (“Board”), approves the townships participation in the July 21, 2021 Janssen Settlement and hereby authorizes the Medina County Prosecutor’s Office to execute the attached Settlement Participation Form.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Guilford Township, Medina County, Ohio, that:

Section 1. The Medina County Prosecutor is hereby authorized to indicate Guilford Township’s consent to participation in the July 21, 2021 Janssen Settlement, by executing the attached Settlement Participation Form Exhibit A.

Section 2. 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 3. This Resolution shall be in full force and effect from and immediately after its adoption.

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

- Ray Ruprecht requests approval of Supplemental Appropriation transfer in Fund 2282.
 - \$100.00 to 2282-290-351-3200 (Early warning Sirens) from 2282-930-930 (Contingencies)

Approval of Supplemental Appropriation Transfer in Fund 2282

Gene Morris **moved** to approve the Supplemental Appropriation transfer in Fund 2282 of \$100.00 to 2282-290-351-3200 (Early warning Sirens) from 2282-930-930 (Contingencies). Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Signing of the Warrants

Jerry Winkler **moved** to pay BC # 130-2021, PO # 32, #33, #34, #35-2021, warrants, payroll/accounting EFTs for a total of \$56,290.81. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Executive Session

Gene Morris **moved** to go into executive session at 9:39 P.M. to consider compensation of public employees and invited Ray Ruprecht. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Winkler - yes, Morris - yes.

Jerry Winkler **moved** to come out of the executive session at 9:50 P.M. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Winkler - yes Morris - yes.

After coming out of the executive session the trustees had no other business to conduct.

Adjournment

Gene Morris **moved** to adjourn the meeting. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Winkler - yes Morris - yes. The meeting adjourned at 9:51 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht