

**GUILFORD TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
November 18, 2025**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on November 18, 2025 at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Gene Morris, Scott Phillips, and Fiscal Officer, Ray Ruprecht.

Also present were Andy Liston, Larry Kaufman, Ron Scuderi, James Carter, Brittany Banks and Jerry Springer.

Approval of Minutes

Bob Rohrer **moved** to approve the regular meeting minutes of November 4, 2025 and special meeting minutes to go into executive session on November 5, 2025 and November 6, 2025. Gene Morris seconded the motion. Roll call: Rohrer – yes, Morris – yes, Phillips – yes.

Department Reports

Fire-EMS Department (Jim Carter)

Firefighter/Paramedic Madeline Marshall requested to carry over her 48 hours of Compensation Leave Time currently earned in 2025 into 2026. Madeline understands that our current policy limits comp time carryover. If this could be approved, she would only use this time towards maternity leave. This would not create any scheduling challenges or changes, as she will be using FMLA after all vacation, sick, and if allowed, comp time is used.

Ray Ruprecht asked for clarification if the current 48 hours was granted to Madeline to carry over into 2026, that she would not be able to accumulate an additional 48 hours on top of what was carried over. The answer given was she would not accumulate an additional 48 hours on top of what was carried over. The trustees felt this was an exception they could support but did not want it to be a standard going forward.

**Approval for Madeline Marshall to Carry Over 48 Hour
of 2025 Compensation Leave Time into the Calendar Year 2026**

Bob Rohrer **moved** to approve Madeline Marshall carrying over 48 hours of 2025 Compensation Leave Time into the Calendar Year 2026. Scott Phillips seconded the motion. Roll call: Rohrer – yes, Morris – yes, Phillips – yes.

There was the request to have the ducts cleaned in the Fire Station living area. There is no recollection of the duct work being cleaned. There continues to be a musty smell and the hope is this would alleviate the smell. Jim has received two quotes so far.

Kimmel Heating (Wadsworth) \$1,800
B & K Heating and Cooling (Maple Heights) \$3,600

The trustees suggested he seek an additional quote. The final decision will be given to Jim and to not exceed the \$1,800 price.

**Approval to Clean the Heating and Cooling Ducts
at the Fire Station and not Exceed the Cost of \$1,800.00 for the Cleaning**

Gene Morris **moved** to approve the cleaning of the Heating and Cooling Ducts at the Fire Station and not exceed the cost of \$1,800.00 for the cleaning. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Morris – yes, Phillips – yes.

Road Supervisor (Andy Liston)

- Had to salt bridges and some roads.
- Installed “No Parking” signs.

- Started repairing equipment for next year's use.
- Installed a drive pipe on Good Road with the Force Account being \$2,633.85.

Approval of Force Account Payments

Gene Morris **moved** to approve the force account payments for a drive pipe on Good Road in the amount of \$2,633.85. Scott Phillips seconded the motion. Rohrer – yes, Morris – yes, Phillips – yes.

Roll call:

Zoning Secretary (Shannon Colonna)

- No report

Zoning Inspector (Julie Carr)

- No report

River Styx Cemetery/Mound Hill Cemetery (Jeff Kersey)

- No report

Trustees Reports

Bob Rohrer

- Attended the November 5th & 6th special meetings to interview fire chief candidates.

Gene Morris

- Attended the November 5th & 6th special meetings to interview fire chief candidates.
- Composed and emailed the second round of emails to the candidates for the fire chief job.
- Had a conversation with the zoning inspector

Scott Phillips

- Attended the November 5th & 6th special meetings to interview fire chief candidates.
- Assessment Panel Assembled for Fire Chief interviews
 - Doug Hunter, Retired Captain Wayne County Sheriff's Office
 - Barry Saley, Chief Wooster City Fire Department
 - Mark Phillips, Retired Director Medina Life Support
- Assisted Fire Department with Stihl chainsaws
- Discussion with Chief Carter in reference to cleaning ducts and air purification at the fire station
- Contacted Ron Scuderi of dates the township hall would be in use on November 19th at 10:00 a.m. and December 4th from 8:00 a.m. to 12:00 p.m.
- Spoke with Jeff Kersey about the current Mound Hill 2003 Hustler mower. Currently it is burning a quart of oil every 2.5 hours of use. Future costs to replace the engine could be \$5,000 and to replace the hydraulics would be in \$2,000 to \$3,000 cost for a clam shell style mower. A new mower through Kiefer Equipment would cost \$18,000.00 - \$20,000.00. It was suggested that Jeff seek other quotes on other mowers for a comparison.

Comments from the Public

- There are no comments from the public.

Old Business

- Township garage addition - Still waiting on plans

- Joel Bender had to reschedule tonight’s meeting with him and will be attending the December 2, 2025 meeting to discuss township insurance through the Ohio Plan.

New Business

- **Resolution 2025-14** Resolution Accepting the Amounts & Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor for tax year 2025, collected in calendar year 2026.

Resolution 2025-14

Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying then to the County Auditor

Bob Rohrer **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 a commencing January 1st. 2026 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	\$137,400		0.40	
Road and Bridge Fund	\$398,300		1.90	
Cemetery Fund	\$34,300		0.10	
Fire Fund		\$757,300		3.25
Road District Fund		\$121,600		1.00
Ambulance & Emergency Medical Fund		\$536,500		2.50
TOTAL	\$570,000	\$1,415,000	2.40	6.75

**SCHEDULE B
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 ,20 not to exceed years.		
SPECIAL LEVY FUNDS:		
ROAD DIST. Levy authorized by voters on NOVEMBER 6, 2024, not to exceed 5 years. Renewal	1.00	\$121,600
AMBULANCE Levy authorized by voters on NOVEMBER 2, 2021, not to exceed 5 years. Renewal	2.50	\$536,500
FIRE Levy authorized by voters on NOVEMBER 4, 2025, not to exceed 5 years. Renewal	1.50	\$363,900
FIRE Levy authorized by voters on NOVEMBER 8, 2022, not to exceed 5 years. Renewal with increase	1.75	\$393,400

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.

Scott Phillips **seconded** the motion. Roll call: Rohrer – yes, Morris – yes, Phillips – yes.

Signing of the Warrants

Gene Morris **moved** to pay the warrants, payroll/accounting EFTs of \$73,739.18. Scott Phillips seconded the motion. Roll call: Rohrer – yes, Morris – yes, Phillips – yes.

Executive Session

Bob Rohrer **moved** to go into executive session at 8:35 p.m. to discuss the employment of a public employee and invite Brittany Banks, Larry Kaufman and Ray Ruprecht. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes, Phillips - yes.

Bob Rohrer **moved** to come out of the executive session at 9:18 p.m. Scott Phillips seconded the motion. Roll call: Rohrer - yes, Morris - yes, Phillips - yes.

Adjournment

Gene Morris **moved** to adjourn the meeting. Scott Phillips seconded the motion. Roll call: Rohrer - yes, Morris - yes, Phillips - yes. The meeting adjourned at 9:19 p.m.

Bob Rohrer

Gene Morris

Scott Phillips

Ray Ruprecht

