

**TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
November 19, 2024**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on November 19, 2024 at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer and Gene Morris.

Also present were Michael Colonna, Jim Krahl, Jon Strong, Ron Scuderi, Mark Waggy, Brian Cyphert, Andy Liston and Shannon Colonna

Approval of Minutes

Gene Morris **moved** to approve the regular meeting minutes of November 5, 2024 and records commission meeting minutes of October 15, 2024. Bob Rohrer seconded the motion. **Roll call:** Morris – yes, Rohrer – yes.

Department Reports

Fire-EMS Department (Brian Cyphert)

2024 INCIDENT COUNT YEAR TO DATE	
Type	# Incidents
EMS	401
Fire/Other	266
TOTAL	667

Year to date:	
FIRE INSPECTIONS	106 (as of Oct 30)

Building/Grounds/Maintenance

- Generator is repaired.
- Cascade is repaired.
- Baby box is going through its last week of mandatory testing.
- The alerting system has been upgraded. They are still waiting on the final phase which is the antenna.

Apparatus/Equipment

- The new squad is now in service but is currently designated as a backup unit. A training plan is in place for employees to demonstrate proficiency with the equipment. There are still a few items left to be mounted on the unit.
- A request was made to remove the Explorer and the 2010 Medic Unit from service and list them for sale on GovDeals. The lettering and all equipment will be removed prior to listing. Gene mentioned that Jerry likely has an idea for a starting price for the medic unit and can assist with the listing process.

Approval to Remove Explorer and 2010 Medic from Service

Gene Morris **moved** to declare the Explorer and 2010 Medic Unit as unneeded, approve their removal from service, and authorize their sale on GovDeals. The starting bid for the Explorer will be set at \$500, and the starting bid for the Medic Unit will be set at \$12,000. Rohrer seconded the motion. **Roll call:** Morris – yes, Rohrer – yes.

Announcements

- A conditional promotion was recommended for Benjamin Grage to Full-Time Firefighter/Paramedic. He is completing his physical and was selected from the list of candidates from the last hiring round. Benjamin is already trained and prepared to assume the role.

Approval to Promote Benjamin Grage to Full Time

Bob Rohrer **moved** to approve the promotion of Benjamin Grage to Full-Time status at the standard probationary period and Firefighter/Paramedic rate of \$22.28 per hour with start date of December 1, 2024. Gene Morris seconded the motion. **Roll call:** Morris – yes, Rohrer – yes.

- A recommendation was made to hire two part-time firefighters to fill vacant positions:
 - **Xavier Brown:** Resides in Barberton, Ohio, and currently works full-time in Akron on Ladder 4. He has experience as a paramedic instructor alongside Lt. Banks at Akron General and holds Firefighter II and Paramedic certifications.
 - **Mike Kenski:** Resides in Parma, Ohio, and is a military veteran with overseas experience. He is also a nurse, holds Firefighter II and EMT-B certifications, and is currently enrolled in paramedic school.

Approval to Hire Xavier Brown and Mike Kenski

Gene Morris **moved** to approve the hiring of Xavier Brown (Firefighter II Medic) at the rate of \$22.28 per hour and Mike Kenski (Firefighter II EMT-B) at the rate of \$17.66 per hour for the standard probationary period. The motion was seconded by Bob Rohrer. **Roll call:** Morris – yes, Rohrer – yes.

- **Swearing-In and Retirement Party:** A swearing-in ceremony for the new full-time firefighter, as well as a retirement party for James and Darrel, will be held on November 24th from 1:00 to 3:00 PM.
- **Approval to Apply for AFG Grant:** Permission was granted to apply for the Assistance to Firefighters Grant (AFG) to fund the purchase of two cardiac monitors to replace the department's 7-year-old monitors. The total cost of the monitors is \$122,000, with the township's match not exceeding \$6,000. These monitors will become a replacement priority after 2026 as part of the department's next major capital investments. There was a consensus to proceed with the grant application.
- **Approval to Apply for Ohio Equipment Grant:** Permission was granted to apply for the Ohio Equipment Grant to purchase two air packs and two MSA masks. The grant will cover \$15,000. The department plans to replace a few sets of equipment each year as part of an ongoing replacement strategy.

Department Reports

Road Supervisor (Andy Liston)

- Completed servicing the loader.
- Serviced the dump trucks and prepared them for winter operations.
- Attended stormwater meetings.
- Dug one grave at River Styx Cemetery.
- Noted that rims for the loader are no longer available, and the tires may need replacement soon. This is something to keep in mind for future planning.

Zoning Secretary (Shannon Colonna)

- **Public Hearing:** The Zoning Commission held a public hearing to review updated text changes to Section 9.20 (Mobile Homes) and Section 6.3 (Area & Height Regulations).

- **Comprehensive Plan Updates:** Updates to the Comprehensive Plan are now complete. Shannon will contact the Planning Commission to confirm the next steps. Although it has been assumed that Planning Commission approval is not required, the resolution from the last update indicates it was reviewed by them.
- **Text Change Review:** With the Comprehensive Plan updates completed, the Zoning Commission will now focus on their list of pending text changes. They began with clarifying the term "behind" but noted a lack of consensus on how to proceed. Tom Fields attended the meeting and shared extensive comments on past interpretations, which has been a distraction from the Commission's current goal of providing clarity. Shannon has provided sample regulations from other townships and included diagrams for consideration.

Zoning Inspector (Julie Carr)

- Julie Carr attends the first meeting of the month and was not present at this meeting.
- The cleanup of the Seville Road property has been completed. The effort involved filling eight dumpsters and took two days. Julie is monitoring additional zoning violations on the property and has given the resident one week to comply.
- Julie plans to address issues with the Baseball Club property on Rawiga next.
- There are several junk vehicles in the township. Julie plans to compile a list and address them collectively.
- Jerry provided another draft of the welcome letter, and work on finalizing it is ongoing.

River Styx Cemetery/Mound Hill Cemetery

- There are no updates.

Trustees Reports

Bob Rohrer

- Bob helped monitor the Seville Road cleanup.

Gene Morris

- Gene talked to the Zoning Inspector a couple of times about several different properties.
- Gene has been in contact with the septic contractor regarding the septic discharge on Greenwich Road.
- Gene emailed back and forth with Eric from Medina County Soil and Water Conservation District.
- Gene had a conversation with Medina County Health Department this afternoon.
- Gene reviewed the proposed text changes.
- There was a discussion about septic discharges into road ditches. Current zoning regulations prohibit objects in the road right-of-way. Medina County Soil and Water has provided a letter indicating that this may not be the best policy. Gene spoke with Julie, who can issue a violation notice to the homeowner for construction within the road right-of-way. The Trustees discussed the possibility of requiring permits for septic systems and agreed to consult with the prosecutor's office for guidance. In the meantime, there was consensus for Gene to inform the Health Department that the septic system on Greenwich must be relocated.

- Work session meeting to discuss employee handbook changes and road, fire & EMS planning.

Special Meeting and Public Hearing on Text Changes

Gene Morris moved to schedule work session meetings on December 3rd and December 17th at 7:00 PM to discuss employee handbook changes and road, fire, and EMS planning. Additionally, a public hearing on text changes was scheduled for December 3rd at 7:45 PM. Bob Rohrer seconded the motion. **Roll call:** Morris – yes, Rohrer – yes

Comments from the Public

- Jerry Springer asked if they could go back to the first septic discharge and have them move it.

Old Business

- OTA Township Education Subscription
- Township website
- Joel Bender from Ohio Plan will attend the December 3rd meeting.

New Business

- Create account 1000-110-500 Other- {Property clean-up} and a Supplemental Appropriation transfer of \$15,000.00 to 1000-110-500 Other- {Property clean-up} from 1000-760-720 Buildings

Approval of Property Clean Up Account and Supplemental Appropriation Transfer

Gene Morris **moved** to approve the creation of account 1000-110-500 Other- {Property clean-up} and a Supplemental Appropriation transfer of \$15,000.00 to 1000-110-500 Other- {Property clean-up} from 1000-760-720 Buildings. Bob Rohrer seconded the motion. **Roll call:** Morris – yes, Rohrer – yes.

Signing of the Warrants

Gene Morris **moved** to pay the warrants, payroll/accounting EFTs of **\$64,072.20**. Bob Rohrer seconded the motion. **Roll call:** Morris –yes, Rohrer – yes.

Adjournment

Gene Morris **moved** to adjourn the meeting. Bob Rohrer seconded the motion. All voted in favor. The meeting was adjourned at 8:58 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht