

**TOWNSHIP TRUSTEES  
REGULAR MEETING MINUTES**

November 5, 2024

The Board of Guilford Township Trustees, Medina County, Ohio, met for a public hearing for zoning text amendments at 7:45 followed by the regular Trustees meeting on November 5, 2024 at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer and Jerry Winkler, and Fiscal Officer, Ray Ruprecht. Trustee Gene Morris was absent.

Also present were Andy Liston, Brian Cyphert, Ron Scuderi, Mayor Carol Carter, Jeff Kersey, Julie Carr, Jerry and Martha Springer.

The Zoning Commission had a public hearing on Thursday, October 10, 2024, approved and recommended text change from the Zoning Commission on the Marijuana License section.

**Resolution ZC2024-3  
Updated Regulations for Marijuana**

The Zoning Commission recommends the following text amendments to the Guilford Township Zoning Resolution:

**4.24 MARIJUANA LICENSE**

Update to include recreational marijuana.

| <b>Current</b>  | <b>Proposed</b>  |
|---|--|
| 4.24 MARIJUANA LICENSE<br>On September 20, 2016, the Guilford Township Board of Trustees did pass Resolution #2016-12 which prohibits licensing and states; Medical marijuana cultivators, processors and dispensaries are prohibited from being located in the unincorporated territory of Guilford Township. (Effective 9-20- 16) | 4.24 MARIJUANA LICENSE<br>Adult-use cannabis operators, as well as cultivators, processors, and retail dispensaries of medical marijuana are hereby prohibited from operating within the unincorporated area of Guilford Township, Medina County, Ohio.<br><br>All terms used in this regulation shall be defined in the same manner as O.R.C. Chapter 3796, as it pertains to medical marijuana, and O.R.C. Chapter 3780, as it pertains to adult use cannabis. |

The trustees discussed the changes and the following action was taken.

**Approval of Zoning Text Amendment Resolution ZC2024-3-Marijuana License**

Bob Rohrer **moved** to approve Zoning Text Amendment Resolution ZC2024-3-Marijuana License. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

**Approval of Minutes**

Jerry Winkler **moved** to approve the regular meeting minutes of October 15, 2024. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

**Department Reports**

**Fire-EMS Department** (Brian Cyphert)

**2024 INCIDENT COUNT YEAR TO DATE**

| Incident Type | # Incidents |
|---------------|-------------|
| EMS           | 387         |
| Fire/Other    | 246         |
| <b>Total</b>  | <b>633</b>  |

**2024 FIRE INSPECTIONS**

|  | Year-to-Date Inspections |
|--|--------------------------|
|  | NA                       |

**FIRE INSPECTION NOTES**

|   |
|---|
| Dollar tree had a final inspection in Seville |
|---|

**Building/Grounds/Maintenance**

- Generator parts were ordered
- Cascade parts are ordered
- Baby box is installed! Capt. Johnson is working on advertising.
- Our alerting system has been unreliable. Vassu Communications came to quote the work and added a mobile radio to enhance reliable dispatching. They need to add an antenna to the roof due to the steel construction and is waiting for a quote in which the total cost could be close to \$4,000.00.

Bob Rohrer mentioned that he did not want make a hole to go through the steel roof.

**Approval to Improve Radio Dispatching by Antenna Construction**

Bob Rohrer **moved** approve fixing the radio dispatching problem be adding an antenna. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

**Apparatus/Equipment**

- Both squads were repaired by Steve. We had Lafayette ambulance for about 29 hours. A huge thank you for allowing us to use it to continue services.
- Our new Ambulance should be delivered on November 11, 2024.
- Pump testing done
- Our utility truck was hit by a deer on Yoder responding to an emergency alarm. A full investigation was completed as well as all post-accident testing per policy. Very minor damage. The bumper guard saved the vehicle.

**Announcements**

- With the resignation of Lindsay Dylag, I would like permission to replace this spot. I would start with the current list we have active. The trustees gave the verbal approval to begin the search to replace the full-time position.

## Department Reports

### Road Supervisor (Andy Liston)

- Patch some roads and fire station parking lot. Fire station parking lot is going to need repaired and resurfaced in the near future.
- Cleaned a small ditch on Rohrer Rd and cut down tree hanging in the road
- Working on cleaning back lot
- Installed the turnaround drive on Prospect Rd force account amount \$1,372.11
- Starting the process of cleaning and servicing equipment
- The 1998 John Deere 444-wheel loader tire rims are scaly and rusting out. Will descale the rims and paint. Checked into replacing the rims and they are obsolete, and have experienced some other replacement parts are unavailable.

### **Approval of Force Accounts for Drive Pipe Replacement on Kennard**

Jerry Winkler **moved** to approve the force account for Prospect Rd. turnaround drive for \$1,372.11. Roll call: Rohrer – yes, Winkler – yes

### Zoning Secretary (Shannon Colonna)

I reached out to the following board members with 2024 term end dates per your request, and they are all willing to continue serving on the boards:

- Rick Garrison
- Debbie Ruprecht
- Michael Colonna
- Seth Whitney (willing to serve as Regular member on BZA)
- Jansen Wehrley (willing to serve as Regular member on BZA)

Rick was a little unsure about another 5-year term, so I mentioned that there may be a shorter term for a couple years, and he would like that if possible.

### **Appointment of Zoning Commission and Board of Zoning Appeals Board Members and Terms**

Jerry Winkler **moved** to approved the appointment of the following Zoning Commission and Board of Public Appeals members and their term of service. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

|   |                            |
|---|----------------------------|
| 2024                                    |                            |
| <b><u>Zoning Commission Members</u></b> | <b><u>Term Ending</u></b>  |
| Shannon Colonna                         | 12/31/2025                 |
| Trevor Jones                            | 12/31/2026                 |
| Rick Garrison                           | 12/31/2027                 |
| Jim Krahl                               | 12/31/2028                 |
| Debbie Ruprecht                         | 12/31/2029                 |
| Isaac Kaufman (Alternate)               | 12/31/2027                 |
| <b><u>BZA Members</u></b>               | <b><u>Terms Ending</u></b> |
| David Ohl                               | 12/31/2025                 |
| Jansen Wehrley                          | 12/31/2026                 |
| Seth Whitney                            | 12/31/2027                 |
| Diane Allen                             | 12/31/2028                 |
| Michael Colonna                         | 12/31/2029                 |

### **Zoning Inspector** (Julie Carr)

- A total of 4 zoning applications and the amount of \$502.00.
- Attended a Medina County zoning trends meeting.
- Dealing with a fence violation on Greenwich Rd.
- Scheduled time for the Seville road property cleanup will be 8:30 AM.
- Talking with Medina County Prosecutor's office about the Rawiga Rd. baseball business violation
- Westfield Township will pay for the 2025 Ohio Township winter conference registration and was wondering if the trustees pay would for the hotel stay during the conference. Trustees will address OTA Winter Conference in New Business.

### **River Styx Cemetery/Mound Hill Cemetery**

- There has been discussion about replacing the 2015 Hustler zero-turn mower used at Mound Hill Cemetery. Jeff Kersey shared quotes with the trustees, and the only lawnmower that had rear discharge was a Hustler mower.
- Kiefer Equipment would give an excellent trade in price for the 2015 Hustler mower. The cost for a new Hustler 60-inch hydro drive rear discharge mower would be \$11,856.09 with the trade in of the old mower.

#### **Approval to Purchase a 60" Hustler Hyperdrive Zero-Turn Rear Discharge Mower**

Bob Rohrer **moved** to trade in the 2015 Hustler rear discharge mower and purchased a new Hustlers 60" hyperdrive rear discharge mower at the cost of \$11,856.09. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

### **Trustees Reports**

#### **Bob Rohrer**

- Contacted Mark Waggy in regards to the cleanup of the Seville Rd. property. A day and time have been set and they will be in contact with Julie.
- Checked out the fence violation and the septic tank discharge into the road ditch at a property on Greenwich Rd.

#### **Gene Morris**

- On Monday 10/21/2024 I noticed someone digging close to the right of way on Rawiga Road and asked Andy if he would check it out. He reported back that a new septic system was installed and they had discharged it into the road ditch.
- On 10/22/2024 I contacted the MCHD and asked them about the discharge and said they approved the septic to discharge there, but it was an oversight on their part to not ask permission to do so from the Township.
- I followed up with them and requested all the paperwork on the soils and site plan
- A couple of days later the septic installer contacted me to ask what they needed to do to get our blessing on discharging to the road ditch. (After the work has already been completed). I informed him that one Trustee couldn't make that decision, the board would have to discuss it.
- Since then I've been in contact with another party to review the soils, the Medina County Highway Engineer, Medina County Soil and Water, along with an unofficial conversation with someone on the Board of Heath.

- I am waiting to hear back from Medina County Soil and Water about best practices recommendation

**Jerry Winkler**

- Helped with a double cremation at Mount Hill Cemetery.
- Revised Guilford Township welcome letter to new residence in Guilford Township.
- Spoke with Julie concerning zoning violations, and had a conference call with Julie and Medina County Assistant Prosecutor Nathan Kott in regards to those violations.
- Was contacted by a Guilford Township residence with concerns about the Rawiga Rd. baseball business.
- Checked when the Seville Rd cleanup date would be and drove by the Greenwich Rd. where the property septic tank discharge into the Rawiga Rd. road ditch.

**Township Hall** (Ron Scuderi)

- Township hall rental rate currently is \$70.00 for the 1<sup>st</sup> floor and \$125.00 for both floors. Ron asked for the consideration to increase the \$70.00 rate to \$80.00, and if the hall is rented twice in the same week that the 2<sup>nd</sup> rate for the week would go from \$35.00 to \$40.00 per rental.

**Approval to Increase Township Hall Rental Rates Effective 2025**

Jerry Winkler **moved** to increase Township Hall rental rates effective 01/01/2025 to \$80.00 per rental and if the hall is rented twice in the same week that the rental for the 2<sup>nd</sup> use of the Township Hall to be \$40.00 per rental.  
Roll call: Rohrer – yes, Winkler – yes

**Comments from the Public**

- Jerry Springer asked about the trailer park and the number of trailers that would be within the park. The number is limited to what the site plan originally was.
- Ron Scuderi asked about the fire alarms at the township hall. Andy will check them out to see if they're working.

**Old Business**

- Township website – Shannon will be working on this.
- Joel Bender from the Ohio Plan will be at the December 3rd meeting.
- Special meeting to discuss employee handbook changes and road, fire & EMS planning. The meetings could be held on December 3<sup>rd</sup> and December 17<sup>th</sup> before the regular meeting starting at 7:00 p.m.

**New Business**

The Fiscal Officer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Bob Rohrer moved for the adoption of the following Resolution:

**RESOLUTION NO. 2024-18**

*Purchase of a 2023 Ford F-450 4X4 Life Line Ambulance*

**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**

**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© 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:

- **The purchase of a 2023 Ford F-450 4X4 Life Line Ambulance at the cost not to exceed \$156,961.50.**

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:

- Police protection
- X 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.

Jerry Winkler seconded the motion.

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

Rohrer - yes

Winkler - yes

#### **Approval of Supplemental Appropriation Transfer**

Jerry Winkler **moved** to approve the Supplemental Appropriation transfer of \$18,814.50 from (2273-760-730-1209) Improvement of Sites-ARPA to (2273-760-750-1209) Motor Vehicles-ARPA; and \$3,000.00 from (2282-760-750) Motor Vehicles) to (2282-230-319-2500) Other-Professional and Technical Services-LifeForce Management; and \$1,200.00 from (2111-760-750) Motor Vehicles to (2111-220-212) Social Security. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

- Received an invoice from the Medina County SPCA, the 2023 donation was \$500.00.

**Approval to Donate \$500.00 to Medina County SPCA**

Jerry Winkler **moved** donate \$500.00 to Medina County SPCA for services to Guilford Township. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

- Reminder of Stormwater management meeting on November 14<sup>th</sup> at 10:00. Andy will be attending.
- Ohio Township Winter Conference is January 29, 2025 – January 31, 2025. Approval to pay for or reimburse trustees, fiscal officer and other approved township employees for hotel, conference fees, travel and meals.

**Ohio Township Winter Conference is January 29, 2025 – January 31, 2025**

Bob Rohrer **moved** to pay for or reimburse trustees, fiscal officer and other approved township employees for hotel, conference fees, travel and meals to the Ohio Township Winter Conference January 29-31, 2025. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

- OTA Education Subscription was paid for by the Medina County Township Association.
- Renewal of Delta Dental, VSP, Nippon Life Insurance, OPEC Accident Insurance, and Medical Mutual grandfathered plan HAS V4200/100 MM Rx for the year 2025.

**Renewal of Delta Dental, VSP, Nippon Life Insurance, OPEC Accident Insurance, and Medical Mutual grandfathered plan HAS V4200/100 MM Rx for the year 2025.**

Bob Rohrer **moved** to approve the renewal of Delta Dental, VSP, Nippon Life Insurance, OPEC Accident Insurance, and Medical Mutual grandfathered plan HAS V4200/100 MM Rx for the year 2025. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

- The Trustees received a purchase agreement from the Medina County Commissioners to purchase materials from the Medina County Engineer for 2025 purchases.

**Agreement with the Medina County Commissioners to purchase materials from the Medina County Engineer for 2025 purchases.**

Bob Rohrer **moved** to approve the agreement with the Medina County Commissioners to purchase materials from the Medina County Engineer for 2025 purchases. Roll call: Rohrer – yes, Winkler – yes.

**Signing of the Warrants**

Jerry Winkler **moved** to approve BC 163-2024 & 164-2024, PO 24-2024, warrants, payroll/accounting EFT's of \$341,301.17. Bob Rohrer seconded the motion. Roll call: Rohrer – yes, Winkler – yes.

**Adjournment**

Bob Rohrer **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Rohrer – yes, Winkler – yes. The meeting was adjourned at 9:32 P.M.

\_\_\_\_\_  
Bob Rohrer

\_\_\_\_\_  
Gene Morris

\_\_\_\_\_  
Jerry Winkler

\_\_\_\_\_  
Ray Ruprecht



