

**MEETING MINUTES OF THE  
GUILFORD TOWNSHIP TRUSTEES**  
October 5, 2021

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on October 5, 2021 at the Guilford Township Hall. The following Trustees were present: Gene Morris, Jerry Winkler, and Fiscal Officer, Ray Ruprecht.

Also present were: Chief Brad Winter, Andy Liston, Jonathan Strong, Curt Lauer, Jim Krahl, Michael Colonna, Bill Shook, Ron Scuderi, Keith Beetler, and Shannon Colonna.

**Approval of Minutes**

Gene Morris **moved** to approve the regular meeting minutes of September 21, 2021. Jerry Winkler seconded the motion. Roll call: Morris – yes, Winkler – yes.

Gene noted that there was a special meeting on September 30, 2021 at the Fire Department to discuss updated conditions at J & M Trailer Park. There was not a quorum, but it was acknowledged that there are notes from that meeting.

**Department Reports**

**Fire-EMS Department** (Chief Brad Winter)

<b>SEPTEMBER 2021 Monthly Report</b>		
<b>INCIDENT TYPE</b>	<b>SEPTEMBER # INCIDENTS</b>	<b>2021 INCIDENT COUNT TO DATE</b>
EMS	45	365
FIRE	14	205
<b>TOTAL</b>	<b>59</b>	<b>570</b>

<b>SEPTEMBER #</b>	<b>2021 COUNT TO DATE</b>
<b>FIRE INSPECTIONS</b>	5
	34

Fire Inspections were completed for the following properties: Seville Business Park, Dollar General, Medina Fiber, Harrison Fleet, and Skypark

**Building/Grounds/Maintenance**

- Everything is in good order.

**Apparatus/Equipment**

- 176-1 (ladder truck) is at Fallsway for repairs.
- 177-3 (old squad) second air conditioning leak has been repaired.

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- Tanker is scheduled for service first week of November at Firovac in Applecreek.

**Significant Calls of Interest**

- Mutual Aid house fire to Lodi on 9/25

**Training**

- **Fire:** Several trainings have been conducted at the Easton Property. The Medina County Career Center FF-II transition class has also been using the property for training.
- **EMS:** Combined Med Control training with Lafayette

**Announcements**

- Melway paved the trench that was created in the parking lot by the fiber company.
- Drive through Chicken BBQ was a great success, and 350 dinners were sold.
- Cloverleaf Cross-Country invite at Cy Hewitt Park was a huge success. There were no reported injuries.
- Request Board of Trustees approval to sell (2) Zoll Autopulse mechanical CPR devices to Akron General Medical Center Paramedic Program for \$2,000.00. These have been replaced, so they are not in use.

**Approval to Declare CPR Devices as Surplus and Sell**

Jerry Winkler **moved** to approve to declare two (2) Zoll Autopulse mechanical CPR devices as surplus and not needed and offer to sell to Akron General Medical Center Paramedic Program for \$2,000.00. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes.

**Road Supervisor** (Andy Liston)

- The Road Department filled in some holes and low spots at River Styx cemetery.
- They installed catch basin on Star Lane and requests force account payment for \$1,632.10.
- They have received the new truck. It needs to go back to Henderson for a few minor things.

**Approval of Force Accounts Payments for Star Lane Catch Basin**

Jerry Winkler **moved** to approve the force account payments for \$1,632.10 for a catch basin on Star Lane. Gene Morris seconded the motion. Roll call: Morris – yes, Winkler – yes.

**Zoning Secretary** (Shannon Colonna)

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- Shannon completed minutes from the September 9 meeting. The next Zoning Commission meeting is October 14. They came up with a list of about 15 questions they have about solar panels and were going to work on getting answers for the next meeting to continue working on new regulations. There was a question about township zoning regulations at the special meeting last week, so this may be another issue that is discussed.
- They are still receiving a few responses to the survey. Shannon has been entering the responses and noting some of the comments that were submitted about the Township to share with the Trustees. Everything is also available to review in the shared drive.
- Shannon added an announcement about the Assistant Zoning Secretary position to the website.

**Zoning Inspector** (Curt Lauer)

- Curt dropped off a letter at the Greenwich Road property that had the vehicles without current registration. He will send a certified letter if he does not receive any response.
- He went by the house on Rohrer. The yard needs to be mowed, and a couple vehicles are expired by one month. He will keep an eye on this property.
- Curt spoke with someone across the street who built a barn. The resident had gone to a zoning board and was not told that he needed to apply for an agricultural expect certificate. That has now been submitted.
- Ray Ruprecht asked if there was any status on the follow up on variances and conditional permits. Curt said he received the list from Shannon with recent variance, but he thought the Trustees were more interested in older variances. The recent ones are all in compliance. He would like to know how far back they want to go in this review.
- Curt received a complaint tonight about a home occupation on Guilford Rd. Vehicles have supposedly been parked for multiple days. Shannon will look up that variance for Curt to review.

**River Styx Cemetery/Mound Hill Cemetery**

- Jerry reported that someone wants to install an oversized monument that will require a special foundation. They are going to allow them to hire someone else to do that foundation.
- Jerry said there was a question about if a cremation vault was allowed to be installed. They currently allow two cremations per lot. They allow footstones, so it does not seem like this would be much different. They may need to determine if there is a limit to the number of cremations that would be allowed in a single vault. Gene thinks it makes sense to allow additional if the vault is already in place. There is still a charge for each burial. Andy noted

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that they would want to make sure something like this is not located somewhere where the excavator might be driving. Jerry will do some more research on this.

- John Hewit has been helping Anita out with some of the burials, and this has been working well.

**Trustees Reports**

**Jerry Winkler**

- Jerry looked into govdeals.com. He wondered if they wanted a shared account that anyone could use, or if they wanted individual accounts. Gene suggested setting up the department heads that might be selling equipment with accounts.
- Jerry received a call about a political sign on a storage building on Greenwich that could be viewed as inappropriate. It sounds like this may be a legal issue.
- Jerry noted that they are starting to install fiber in the area and advised anyone interested to sign up.

**Gene Morris**

- Gene spoke with Jonathan Strong about cameras for the Township Hall and garage. There has been some trespassing that could turn in to vandalism.
- Gene attended the special meeting at the fire station to discuss J & M Trailer park. He noted that there has been progress, but they would still like to see conditions improved. The call volume and drug activity have dropped considerably since the last meeting, and SGFD and the Medina County Sheriff's Office are continuing to work together to patrol this area and stay in contact with the Department of Commerce.
- Gene spoke with the Zoning inspector about a couple of issues.
- Gene received a text from Chris Mathews about bookings for the Township Hall for holiday events. Jerry thinks it is okay to open back up to rentals and Gene will let her know.

**Comments from the Public**

- Bill Shook said that he received a copy of the Zoning Manual and wanted to know if there was anything that required an address to be marked. Gene responded that an address sign is now a requirement for all new construction and the cost of the sign is included in the fee. Bill asked if there was a requirement for the sides of the driveway to be marked. There is no requirement.
- Chief Winter noted that the Medina Fiber open house will be on October 15 at 3:00 P.M.

**Old Business**

- Ray Ruprecht reported that group health renewal will be a 14.77% and the renewal date is

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12/01/2021. He is still waiting on possible updated individual premium costs which may change with 10 and over policy holders.

- Ray noted that they have been working on open records/records request policy and guidelines. Shannon has created a new page on the website to post some of the policies and a request form. She asked if they want to start posting the meeting minutes and agendas on the website. Gene and Jerry noted that this is recommended by the auditor’s office and they will wait until the next meeting when Bob is there to confirm if they want to do that.
- Ray noted that they have been working on Employee handbook. Chief Winter added Shannon as an administrator in Lexipol, and they are planning to schedule some time to start reviewing.

**New Business**

- Election night will be on November 2, 2021, one month from tonight. They will plan on holding the Trustee meeting in the basement.

**Signing of the Warrants**

Jerry Winkler **moved** to pay the warrants, payroll/accounting EFTs of \$240,587.08. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

**Adjournment**

Gene Morris **moved** to adjourn the meeting. Jerry Winkler seconded the motion. Roll call: Morris – yes, Winkler – yes. The meeting adjourned at 8:39 P.M.

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Bob Rohrer

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Gene Morris

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Jerry Winkler

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Ray Ruprecht