

**GUILFORD TOWNSHIP TRUSTEES  
REGULAR MEETING MINUTES  
October 17, 2023**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on October 17, 2023 at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Gene Morris, and Fiscal Officer, Ray Ruprecht.

Also present were Michael Colonna, Jim Krahl, Ruben Gureia (Representing Congressman Max Miller), Bill Shook, Brian Cyphert, Andy Liston, and Shannon Colonna

**Approval of Minutes**

Bob Rohrer **moved** to approve the regular meeting minutes of October 3, 2023 and special meeting minutes of October 10, 2023. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes.

**Department Reports**

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

<b>2023 INCIDENT COUNT YEAR TO DATE</b>	
<b>Type</b>	<b># Incidents</b>
EMS	392
Fire/Other	221
<b>TOTAL</b>	<b>613</b>

	<b>YTD</b>
<b>FIRE INSPECTIONS</b>	75

**Operations**

- They are reviewing plans for a new development that were submitted today.
- They have received the new fire hose that was ordered last November.
- Request to enter into an agreement for Annual Hose and ladder testing. They have had trouble scheduling the current company to do the testing this year. Fire Catt will charge about \$2,236.30 for last years documented amount of hose. The price will be .38 cents per foot for a three-year contract, which is a group contract with Lafayette and Westfield. This will be in effect for 2024-2027. Ladder testing is cheaper to use the company that does our aerial ladder certification. There was some discussion about using the same company for ladder testing, and consensus to use the same company for everything.

**Approval of Annual Hose and Ladder Testing Agreement**

Gene Morris **moved** to approve to enter an agreement with Fire Catt for annual hose and ladder testing for 2024-2027. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

- Request to hire Reid Black as Fire II EMT basic from Wadsworth.
- Request to hire George Detorakis as Fire II Paramedic from Seville.

### **Approval to Hire Reid Black, Fire II EMT and George Detorakis, Fire II Paramedic**

Bob Rohrer **moved** to approve to hire Reid Black as Fire II EMT at a rate of \$17.66 and George Detorakis as Fire II Paramedic at a rate of \$22.28 effective October 18, 2023, and to pay the rates of their certifications for an introductory period of six months. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes.

- Cost recovery agreement-Gene said that they have received some feedback from the Medina County Prosecutor’s Office. The consensus is to stand firm with the recommendation on the language is Section 8 by the Prosecutor’s office who will continue to have discussion with Cost Recovery

### **Training**

- Regional RIT

### **Department Reports**

#### **Road Supervisor** (Andy Liston)

- Completed two ditch enclosures, one on Kane Rd and one on Candance Court. There is a request for force accounts payments for \$1,718.82 on Kane Road and \$2,553.23 on Candance Court.
- Working on filling up stone bins.

#### **Approval of Force Accounts Payments for Ditch Enclosures**

Gene Morris **moved** to approve the force account payments for a ditch enclosure on Kane Road for \$1,718.82 and a ditch enclosure on Candance Court for \$2,553.23. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

#### **Zoning Secretary** (Shannon Colonna)

- The Zoning Commission met on October 14, 2023 for their regular meeting. They are very close to finalizing updated goals, policies, and objectives, and have started updating the chapter on Implementation. They are trying to update the Plan to be clear and concise, which is going to take some time but in her opinion is far overdue. The next Zoning Commission meeting will be November 9, 2023.
- Shannon spoke with Denise Testa at the county planning commission to get clarification on a question from the Zoning Commission. They wondered if there were any special processes or requirements if they wanted to make changes to zoning regulations that were voted in, such as the four-acre minimum. Denise spoke with Mike Lyons, and they agreed that any changes would follow the normal text change process. Ray noted that this question came up because the minimum lot requirement for back lots is five acres, and it is not clear why this is different than the four acres minimum lot requirement for other lots. This may be something that the Zoning Commission wants to update.
- There is a BZA hearing on November 2, 2023 for a variance to build a house 15 feet from the property line. Shannon worked on notices for that hearing. She was not sure about Wendel’s status on the BZA, and Bob said that he would follow up on that.

#### **Zoning Inspector**

- Gene announced some changes related to the Zoning Inspector. He stated that those who attend our meetings have seen our frustrations with the Zoning Inspector. Jerry spoke with Curt a while ago, and Curt indicated that he would resign if they found a replacement or stay on as an assistant until 2025. Either way, Curt was planning to resign as Zoning Inspector in January of 2025.

- Gene read a resignation letter submitted by Curt on October 13, 2023: “Consider this my forced resignation per the Trustees request. I feel this is due to a difference of opinion on how the zoning code is interpreted. I agreed to work until January of 2025 or stay on as an assistant to the new zoning inspector. Per the trustees they requested “a clean break” as of 10-13-2023.”

#### **Approval to Accept Curt Lauer’s Resignation**

Gene Morris **moved** to accept Curt Lauer’s resignation. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

- The Trustees met on October 10, 2023 to interview a candidate for the Zoning Inspector position.

#### **Approval to Hire Julie Carr, Zoning Inspector**

Gene Morris **moved** to hire Julie Carr as Zoning Inspector at the salaried amount of \$12,000 per year. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

- Gene has handled a few zoning calls during this transition. Julie now has the ZI phone and laptop and will be assuming all responsibilities immediately.
- One of the questions that came up was with the Shell station, which was annexed into the Village of Seville. They would like to install an electronic sign, but it is unclear if they would need to follow Village or Township Zoning regulations. Gene spoke with Mayor Carter, and she thinks it should follow the Village.

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

- Gene noticed that the cemetery is looking better.
- Bob provided more straw to the cemetery.
- Ray said that Jerry and Anita have been working on the cemetery laptop. They are also looking into Office licensing.

#### **Trustees Reports**

##### **Bob Rohrer**

- Bob spoke with Mike Lyons about the addition on the maintenance building, and he was going to look into different options and get back to him. He said that anything over \$70,000 (previously \$50,000) was supposed to go to bid.
- Bob attended the special meeting on Oct 10th.

##### **Jerry Winkler**

- Jerry is absent.

##### **Gene Morris**

- Gene attended the special meeting on Oct 10th.
- Gene attended the Zoning Commission meeting on Oct 12<sup>th</sup>.
- Gene met with Curt Lauer on Friday Oct. 13th at the Township Hall. He also stopped in the garage and talked to Andy about the garage addition and the salt situation heading into winter.

- Gene spoke with several people who had zoning questions.
- Gene asked Andy to install a mailbox at the Township Hall for Zoning Applications. This has been installed.

**Comments from the Public**

- Ruben Gureia, representing Congressman Max Miller, is attending the meeting tonight to provide a resource guide about what their office and the services they provide.
- Bill Shook asked if the Fire Department separates Fire calls from EMS calls. Chief Cyphert responded that they do.

**Old Business**

- Employee handbook – They are working on some changes to this.
- The ARPA fund projects:
  - Township parking lot (Andy Liston)
  - Ambulance
- Ohio Plan representative Joel Bender will be attending the November 21, 2023 meeting.
- Shredding Day Saturday October 21, 2023 from 9:00 a.m.-12:00 p.m. – Sandmandy Enterprises

**New Business**

- Gene suggested that they send an email tomorrow to let everyone on the Zoning Boards know about the change in Zoning Inspector.

**Signing of the Warrants**

Gene Morris **moved** to pay the warrants, payroll/accounting EFTs of \$66,902.54. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes.

**Adjournment**

Bob Rohrer **moved** to adjourn the meeting. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes. The meeting adjourned at 8:45 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