

**TOWNSHIP TRUSTEES
REGULAR MEETING MINUTES
September 3, 2024**

The Board of Guilford Township Trustees, Medina County, Ohio, met for a regular Trustees meeting on September 3, 2024 at 8:00 P.M. at the Guilford Township Hall. The following Trustees were present: Bob Rohrer, Gene Morris, Jerry Winkler, and Fiscal Officer, Ray Ruprecht.

Also present were Jim Krahl, Ron Scuderi, Jeff Kersey, Ruth Giacomoni, Joe Giacomoni, Bill Thorne, Brian Cyphert, Andy Liston, Jerry Springer, Martha Springer, Scot Wagner, Dianne Widowski, and Shannon Colonna

Approval of Minutes

Jerry Winkler **moved** to approve the special meeting minutes of August 13, 2024. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Meeting with Bill Thorne

- Bob has been speaking with Attorney Bill Thorne and invited him tonight to discuss providing legal counsel to the Trustees. They have been having some challenges getting responses from the County Prosecutor’s Office.
- Mr. Thorne said that he is trying to retire and not looking for a lot of work, but he is more than happy to help with smaller requests, phone calls, legal opinions, how to proceed and legal advice.
- Jerry asked if he would be interested in helping with some special projects. Mr. Thorne responded that it would depend on the scope of the project.
- Gene said that the Zoning Inspector often has questions about enforcement of Zoning Regulations. Mr. Thorne responded that he would need a copy of the Zoning Regulations, and that he can help with that.
- Ray asked if they need any type of contract or agreement. Mr. Thorne responded that he does not normally have a formal contract, but there usually is a motion passed to hire him and a list of people who are authorized to speak with him. His normal rate for townships is \$200.00 an hour.

Approval to Hire Bill Thorne

Jerry Winkler **moved** to approve to hire Bill Thorne as independent legal counsel to the Township at a rate of \$200.00 an hour and authorize the Trustees, Fiscal Officer, Roads Manager, Fire, Zoning Inspector, and Zoning Secretary to contact him when they require additional legal assistance. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Department Reports

Fire-EMS Department (Brian Cyphert)

2024 INCIDENT COUNT YEAR TO DATE	
Type	# Incidents
EMS	291
Fire/Other	160
TOTAL	471

Year to date:	
FIRE INSPECTIONS	76

Announcements

- They received a donation of a home to train in from Dianne Widowski at 5200 Greenwich Rd. His plan is to burn this home on September 27 from 9:00 AM to 7:00 PM. There will also be some controlled training with the home throughout the day. There is a building that they want to save near the home, and they should be able to put the truck in between the two structures. He wants to make sure they are able to protect that building, and they will continue to review the plan and conditions to mitigate any risks. They will be putting a notice out that they are doing a controlled burn and anticipate some members of the community may show up. They are going to put up a spectator area and make sure that will be in a safe space. They are also inviting some neighboring fire departments to join the training. Ms. Widowski added that they are also going to be building a pavilion with picnic tables, pending approval by zoning, and that may be available for spectators.
- There was some discussion about the progress that has been made at the mobile home park. Mayor Carter had suggested that they consider a 55+ community, and that is where they are seeing interest. They have already sold three homes and haven't even started advertising yet. They are planning to turn the prior laundromat into a small office and will make that available to first responders.

Approval of Agreement with Diane Widowski to Burn Donated House

Bob Rohrer **moved** to approve the agreement between Diane Widowski and the Guilford Township Trustees to utilize, burn and destroy a structure during the course of training exercises conducted by the Seville-Guilford Fire Department. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Chief Cyphert would like to sell the Explorer on Gov Deals due to repairs needed to transmission. This vehicle has been well cared for and has had a good run
- He is working on getting an estimate for decals on the new ambulance. They are trying to get it to match the engine and may need to make some adjustments after they get the quote to stay within their allowance.
- Discuss the plans for the backup ambulance they will be replacing this month. It is a 2010 (14 years old) F 450 with 79,000 miles. They have an interested buyer but need to put it out to bid. Jerry thinks Gov Deals would be a good route for both the ambulance and the Explorer.
- The national night out was very successful on Thursday. They had lots of people coming out to see the trucks and talk to the fire fighters and police. Steve and Taylor did a great job planning it!

Training

- Live Burn on the 27th. They may have trucks near the roadway. Police and road departments will be notified with a plan to ensure all residents safety.
- Brian has working with Ray on the training reimbursement contract review. He has sent a draft to the Trustees for review. Jerry suggested adding 'in good standing' to all trainings and defining 'in good standing' at some point.

Approval of Training and Reimbursement Contract

Jerry Winkler **moved** to approve the Training and Reimbursement Contract for individuals attending paramedic school, and to note that employees must be in good standing. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Sell Explorer and Ambulance on Gov Deals

Gene Morris **moved** to approve selling the 2010 Ambulance and 2008 Explorer on Gov Deals, and to have a \$10,000 minimum on the ambulance and no minimum on the Explorer. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Road Supervisor (Andy Liston)

- Had TMS trim trees on Blake Rd.
- Level some more crossovers.
- Started mowing roadsides.
- Dug one grave.
- Did a ditch enclosure Replacement on River Styx Rd force account amount \$1,123.75.
- Would like to scrap old flail head
- Henderson amount for F550 bed and plow. He has received a quote for \$50,546.00.
- Would like to Close Kennard Rd September 11 and 12 for crossover replacement.

Approval of Force Accounts Payments for Ditch Enclosure on River Styx Road

Gene Morris **moved** to approve the force account payments for a ditch enclosure Replacement on River Styx Rd force account amount \$1,123.75. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Dispose Flail Head

Jerry Winkler **moved** to declare the flail head as no longer needed and authorize Andy Liston to scrap it. Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval to Close Kennard Road on September 11 and 12

Gene Morris **moved** to approve closing Kennard Rd September 11 and 12 for crossover replacement. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Approval of F550 Bed and Plow

Bob Rohrer **moved** to approve the purchase of an F550 bed and plow from Henderson for \$50,546.00. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Zoning Secretary (Shannon Colonna)

- The Zoning Commission met last month and focused on reviewing some of the trends from different sources. They ultimately decided to just use the information from the auditor's office because they know exactly where that came from. Shannon is working on updating that section as discussed.
- The County Planning Commission will be reviewing the recommended text amendment on marijuana tomorrow.
- Julie has forwarded the site plan for Seville Gardens and needs to know if the Zoning Commission would like to do a site plan review. Shannon will confirm at the Zoning meeting next week.
- Some members of the zoning boards attended the Site Plan Review workshop. Shannon spoke with Jim about it, and it does sound like site plan reviews fall under the Zoning Commission and fall under the BZA if a variance is required.

Zoning Inspector (Julie Carr)

- Income for August was \$367, and there were 4 applications.

- Mobile Home park wants to apply for a fence, sign and pavilion. ZC will discuss if a site plan is required at their meeting next week.
- Julie spoke with Mike Lyons, and he said all debris can be removed from the Seville Rd property and we have one year where we are allowed to continue to remove debris if needed.
- There is a 42-acre lot on Greenwich with 3 'For Sale' signs, and she has not seen or approved the lot split.
- She will probably consult with Bill Thorne on next steps for the baseball business.
- Gene said that they would encourage Julie to attend all zonings commission meetings
- Bob contacted Mark Waggy about cleaning up the junk on Seville Rd. He seemed interested, but he has not heard back yet. Ray spoke with him and confirmed that he does have insurance. He will need to coordinate the work date with Julie and the Sheriff's office.
- Gene has suggested sending a welcome letter to new homeowners in the Township to let them know this is a zoning community and provide contact information and let people know where to find Zoning Regulations. Jerry has been working on this. He confirmed that they would only want to send them to Township residents (excluding the Village of Seville) and would provide a few bullet points and refer them to the township website. They can also provide information on town meetings.

Approval to Hire Mark Waggy

Gene Morris **moved** to approve to hire Mark Waggy on an hourly basis to clean up the Morgan property at 2849 Seville Road. Jerry Winkler seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

River Styx Cemetery/Mound Hill Cemetery (Jeff Kersey)

- They have had to spend a lot of time cleaning up after the latest storm.
- The new sign is up and looks nice. They have gone through the cemetery and removed old decorations to clean things up, and they have not received any complaints.
- They would like to know which graves will be included in the ghost walk so that they can make absolutely sure those are looking good. Gene can provide her contact information.
- Jeff Kersey, Alan Rhoads, and John Rhoads should be set up with township emails. Shannon can set those up.
- Akron Community Foundation-Virginia Wheeler Martin gravesite: Gene received an email that the Historic Society is not able to help with this. He is thinking about reaching out to VFWs since it is veteran related. They could also check with local boy scout groups, and they might be able to use it as a fund raiser.
- Reminder that they have been discussing updating the Indigent policy.

Trustees Reports

Bob Rohrer

- Bob talked to Mark about the Seville Road property.
- Bob got the cemetery sign and thinks they should order one for the other entrance.
- Bob is in contact with the Sanitary Engineers, and they asked about putting in another dumpster. Jerry

said it would be nice if the Village would have some because a lot of people in the Village use these. Bob isn't sure if another one would help, but they could try another one to see. There is consensus to leave it as it is for now, and that if it does not get better, they may discuss removing.

- Bob contacted the Prosecutor's Office about the obstruction of drainage issues on Kennard.

Jerry Winkler

- Jerry has been working on the welcome letter.
- Jerry has been reviewing emails.
- Jerry received a complaint about the Rawiga Road Baseball business and forwarded that information to Julie.

Gene Morris

- Gene was on vacation and missed the last meeting, although he did talk to the Zoning Inspector about a cell site.
- Gene received a couple of zoning calls and referred those to Julie.
- Gene stopped by Mound Hill on Saturday morning before Labor Day. The crew was in and working to clean up the mess from the storm Friday night
- Gene spoke with the Zoning Inspector a couple of times about a property she has been working with to secure lot splits.
- Gene reviewed several letters and resolutions related to tonight's meeting.

Approval of Revised Septic System Plans for Good Road

Jerry Winkler **moved** to approve the revised plans from the Medina County Health Department for a NPDES septic system to run into the road ditch on Good Road via a swale. Gene Morris seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

Other Action Items:

- Employee handbook

Comments from the Public

- Ruth Giacomoni asked if the trailers were considered junk vehicles. New junk vehicles are still showing up, and she would like to understand the next steps. Julie said that the next step is for her to contact the Sheriff's office to get four dates they would be available. They will need to coordinate the person removing the junk on the date. They are still struggling with finding a company that meets the legal requirements for removing the junk vehicles. There is a limited number of people that can limit scrap titles. Julie has reached out to other townships and hasn't found anyone else who has done that.

Old Business

- OTA Township Education Subscription
- Township website – Shannon will be looking into this soon.
- State Auditor Bulletin 2024-005 Required Fraud Reporting and Training. Deadline is September 28, 2024 for all employees of the township.

New Business

- Supplemental appropriation transfers in Fund 2274 to make payments for “workforce relief pay” of the ARPA Ohio Ambulance Impact Industry Program to eligible employees. \$1,398.13 transferred to account 2274-230-100-1209 Salaries (ARPA) from account 2274-230-211-1209 OPERS-ARPA (\$101.43), account 2274-230-212-1209 Social Security-ARPA (\$431.97), account 2274-230-213 Medicare-ARPA (\$194.94) and account 2274-230-215-1209 OP&F-ARPA (\$669.79)

Approval of Supplemental Appropriation Transfer in Fund 2274

Jerry Winkler **moved** to approve the Supplemental appropriation transfers in Fund 2274 to make payments for “workforce relief pay” of the ARPA Ohio Ambulance Impact Industry Program to eligible employees. \$1,398.13 transferred to account 2274-230-100-1209 Salaries (ARPA) from account 2274-230-211-1209 OPERS-ARPA (\$101.43), account 2274-230-212-1209 Social Security-ARPA (\$431.97), account 2274-230-213 Medicare-ARPA (\$194.94) and account 2274-230-215-1209 OP&F-ARPA (\$669.79). Bob Rohrer seconded the motion. Roll call: Morris – yes, Rohrer – yes, Winkler – yes.

- Resolution 2024-15 Authorize Removal of Obstruction of Drainage & letter to property owner.
 - Signature of Road Right-of-Way & Road Maintenance document to present to property owners.

Mr. Gene Morris moved the adoption of the following Resolution:

Resolution 2024-15 RESOLUTION TO NOTIFY THE OWNERS OF 4995 KENNARD ROAD TO REMOVE OBSTRUCTION OF DRAINAGE UNDER O.R.C. 5589.06

WHEREAS, The Guilford Township Trustees have been made aware of an obstruction in the ditch along Kennard Road at the property commonly known as 4995 Kennard Road, Seville, Ohio. This obstruction interferes with the drainage of water from Kennard Road and has caused ponding on Kennard Road.

NOW, THEREFORE, be it resolved by the Board of Trustees of Guilford Township that:

Section 1, the Township Highway Supervisor is authorized to issue notice of the obstruction under O.R.C. 5589.06 to the owners of the property commonly known as 4995 Kennard Road, Seville, Ohio.

Section 2, the Township Highway Supervisor is further authorized to remove that obstruction should the property owner fail to complete removal of the obstruction within a reasonable time as provided in O.R.C. 5589.06.

Mr. Jerry Winkler seconded the motion and the roll being called upon its adoption, the vote resulted as follows: Morris – yes, Rohrer – yes, Winkler – yes.

- Medical insurance renewal on December 1, 2024. Do they want to have employees fill out Formfire to go out for bids? They currently have a grandfathered policy that no one else has been able to come close to. They do not need to decide on this tonight. They don’t think they will be able to get a better deal, so Ray will just let Frank Harmon know.

Signing of the Warrants

Gene Morris **moved** to pay the warrants, payroll/accounting EFTs of \$68,386.28. Bob Rohrer seconded the motion. Roll call: Morris –yes, Rohrer – yes, Winkler – yes.

Executive Session

Bob Rohrer **moved** to go into executive session at 9:57 P.M. to discuss the employment of a public employee and invite Ray Ruprecht. Jerry Winkle seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes.

Gene Morris **moved** to come out of the executive session at 10:05 P.M. Bob Rohrer seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler - yes.

After coming out of executive session, no additional business was discussed.

Adjournment

Bob Rohrer **moved** to adjourn the meeting. Gene Morris seconded the motion. Roll call: Rohrer - yes, Morris - yes, Winkler – yes. The meeting was adjourned at 10:05 P.M.

Bob Rohrer

Gene Morris

Jerry Winkler

Ray Ruprecht