

# KINGSVILLE TOWNSHIP TRUSTEES REGULAR

**February 10, 2016**

The February 10, 2016 regular meeting of the Kingsville Township Trustees was called to order by Darrell Ensman, Chairman, followed by the Pledge of Allegiance. Darrell Ensman made a motion to approve waive the reading and approve the minutes of the January 27, 2016 regular meeting minutes with 2 corrections under new business. Dennis Huey seconded the motion; all yes. Copies of the minutes were available.

**CORRESPONDENCE:** 1) Trustmark Insurance letter for Neal's life insurance needs filled out and returned. 2) Road closing notice for Hadlock Road from the Engineer's Office from Feb 16, 2016 to March 20, 2017. 3) Letter from the Engineer's Office to remind the trustees that the new mileage figures are ready to be signed. Two trustees are needed by 2/29/16 but reminded that they would be available at the next County Association meeting being held at the Engineer's Office on February 18, 2016. 3) Two minimum wage posters received for 2016 that need posted. One is for the township garage and the other is for the fire department. 4) Several classes provided by Ohio LTAP were given to Neal.

**PUBLIC COMMENTS AND CONCERNS:** None

**OLD BUSINESS:** 1) The variance hearing for a coffee shop/bookstore at 3075 Creek Road was held and they received a conditional use permit. It must be turned back into a residential property if it sold. They will need a new EPA approved septic. Fred Pierce Ruhland thanked the township on its decision and said that they had been approved for 36 seats and they have the permitting on renovations, parking and exterior porches. 2) A bidding notice for the paving of Buie, South Wright Street and Mill needs to go into the Star Beacon as soon as possible so that we can get ahead of the gun and get the paving done by May 20, 2016. The specs came back from the Engineer's Office and they are as follows: Buie Road 1" \$39,855.00, South Wright Street-crossover pipe and 74 yards-\$11,000.00 and Mill Street-1" leveling course and then 1 ¼" \$33,673.00. The ad will be put in the paper and bids will be opened on March 9, 2016 regular meeting. 3) The Engineer's Office will be drawing up the specs for the Sidewalk Project with a retaining wall and guide rails. The township will be responsible for the maintenance. The engineer will get the proper ODOT permit for us as well. 4) Neal has been in contact with Brother's in Law Construction and they will be the one that does the expansion of the front of the fire station. He also has spoken to A. Louis Steel regarding the I beam and header that will be needed. The boosters and the township will split the cost. Neal estimates the cost to be around \$50,000.00. 5) Ronda Mullins, Administrative Assist, reported that they have 5 new applications for the paid part time and one volunteer. She said that they all have done their background and drug screening except for one which will be completed on Friday. There will be 2 Medics and 3 Basics and all are 240 firefighters except one and he is working toward his 120 firefighter. 6) Ronda Mullins also reported that she supports the extended hours that the trustees are considering because after hours there is only a total of 5 medics/basics in the area. Kingsville has 3, North Kingsville has 2 and Sheffield has one. So she believes that there is a real need for the extended hours. She mention that Gail is getting ready to retire and Julie probably will be leaving sooner rather than later because she has a fiancé that in in the military. Volunteers are few and far between. Ronda wanted to let the trustees know that she will start to scan and download information onto a flash drive all of the old fire/ems reports. She will have to keep all adult records for 7 years and all children's records until they turn 18 years of age. They have found records all over the fire station. Once the files are scan and downloaded they will be taken to Ash/Craft to be shredded. She will need an external hard drive, fire proof box and a scanner. The trustees told her to get some prices on these items. She explained that there was a lot of paperwork involved on the fire and ems run reports. There is the dispatch report,

face sheet for each patient, a written report and a printed report. She knows that it will take some time to get us up to date but it will be much more efficient this way. 7) Dennis Huey reported that he is still waiting on the Prosecutor's opinion on the benefits for the paid part time and the 28 day/212 hours work cycle.

**NEW BUSINESS:** 1) The fiscal officer asked the trustees if she could purchase a new copier if it was less than \$500.00. Dennis Huey made a motion to allow the purchase of a new copier for the fiscal office at a cost not to exceed \$500.00. Karl Brunell seconded the motion; all yes. 2) Dennis Huey made a motion to send an official letter to the Engineer's Office asking for their assistance with the sidewalk project. Dennis will draw up the letter for the fiscal officer to send. Darrell Ensman seconded the motion; all yes. 3) Dennis Huey made a motion to approve the hiring of the following employees to the paid part time roster: William Distlah-Basic/36 hour FF, Jeremiah Smith-Paramedic, Lorinda Cook-Basic/36 hour FF, David West-Basic/FFII and Jason Coy-Paramedic/FFII. Darrell Ensman seconded the motion; all yes. Dennis Huey made a motion to add Timothy Breland, Jr to the volunteer trainee roster. Darrell Ensman seconded the motion; all yes. 4) Neal Stewart, Road Superintendent, reported that he had a mishap with the snow plow. He slid down the hill on Cemetery Road onto South Ridge Road into a school bus. The school bus had 6 children and the bus driver aboard but there were no injuries reported and the bus was towed away. Neal received a ticket for failure to control. He would like the trustees to contact the Prosecutor's office to see if they have an opinion on this. He doesn't believe that he should get points, ticket or fine against his personal license if he was plowing township roads. 5) Fred Pierce Ruhland stated that Fox Road needs stone. It is muddy and ruddy. Neal told him that he had added stone about a week or 10 days ago. Fred stated that the stone lasted about 24 hours before it sunk into the mud. Neal tried to explain to him that you could not add stone on top of the snow. Fred said that stone needed to be added between snow storms then. Neal reminded him that the Engineer's Office said that this was not the time of year to add stone to any road. Fred would like to see the recommendation from the Engineer's Office that the township should not add stone to a road at this time of year. 6) Karl Brunell made a motion to extend the paid part timer's hours from 6:00 pm to 10:00 pm. Dennis Huey seconded the motion; all yes. Neal asked Ronda to start this as soon as possible and fill in as many extended hours as possible before the next schedule is ready to be completed.

**SAFETY CONCERNS:** Karl Brunell said that something needed to be done with the snow pile at the corner of Wright Street and Rt 193. Neal thought maybe he should contact ODOT because the snow that is there is from Rt 193 and the car lot.

<b>FINANCIAL REPORT:</b>	Receipts	\$ 27,549.42
	Expenses	<u>29,734.25</u>
	Balance	\$837,597.92

Dennis Huey made a motion to pay the bills. Karl Brunell seconded the motion; all yes.

With nothing else to discuss or decide Dennis Huey made a motion to adjourn the meeting. Darrell Ensman seconded the motion; all yes.

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Darrell Ensman, Chairman

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Sarah Patterson, Fiscal Officer