

## KINGSVILLE TOWNSHIP TRUSTEES REGULAR February 28, 2018

Karl Brunell made a motion to close the Executive Session from the February 21, 2018 Work Session. Jim Branch seconded the motion. On the call of roll: Mike Cliff – Yes, Jim Branch – Yes and Karl Brunell – Yes.

The February 28, 2018 regular meeting was called to order by Jim Branch, Chairman, followed by the Pledge of Allegiance. Karl Brunell made a motion to waive the reading of the February 14, 2018 regular and the February 21, 2018 Work Session meeting minutes and approve them with the correction of spelling in the regular minutes. Jim Branch seconded the motion; all yes. Copies of the minutes were available.

**CORRESPONDENCE:** 1) A letter from Dave Payne accepting position of Construction Manager not to exceed \$1500 was received. 2) A letter from Dave Payne concerning Fire Hall additions was presented.

**PUBLIC COMMENTS/CONCERNS:** None

**OLD BUSINESS:** 1) Dave Payne <sup>will</sup> with be the Construction Manager for the new Township Garage. 2) Neal thought that 3 phones will be needed for the Cellular Phone Plan. 3) Karl Brunell would like to nominate Wesley Cleveland to the Zoning Commission. 4) The trustees and Neal had a work session on February 21, 2018 and went over 484 items from the Insurance Property Inventory list. They believe that 56% of the items need to be replaced, 9% already have been replaced and 35% will be written off for the ACV (actual cash value). 5) Chicago Title would like confirmation on the spelling of Karl Brunell's last name. The fiscal officer took care of this for the Nelson Land Swap. 6) Karl Brunell reported that the utility pole across from the Kingsville School had been fixed. We believe that was the last of the poles that we reported to PUCO that needed attention. 7) Resolution 2018-002 for the website was signed. 8) Neal reminded the trustees that the Demo Day for Seal Master was going to be on March 21, 2018 from 9:00 am to 2:00 pm in Pennsylvania. The reservation deadline is March 10, 2018. There is no fee for this. 9) Neal reported that the plow on the loader will need to flex side to side due to the fact that it is ruining the road surface during turning and around curves. 10) Mike Cliff asked the fiscal officer to look into cancelling the Waste Management contract or at least finding out what will need to be done and when.

**NEW BUSINESS:** 1) Jim Branch asked Neal to review the Township Highway Use Manual for the next meeting to see if the township needs to make any changes to it. 2) Mike Cliff made a motion to have Jim Branch draft a Social Media presence/outreach for Facebook page and Twitter Feed. Karl Brunell seconded the motion; all yes. 3) Jim Branch made a motion to offer a \$2500.00 settlement for the Newbold lawsuit to move the bulletin board. Mike Cliff seconded the motion; all yes. 4) The trustees will be holding an Executive Session for Personnel Matters inviting Neal Stewart at the end of this meeting. 5) Karl Brunell made a motion to nominate Wesley Cleveland to the zoning commission. Mike Cliff seconded the motion; all yes. 6) Neal Stewart, Road Superintendent reported that the Road Department worked 368 regular and 56 overtime hours in the month of January. These hours were mainly for snow plowing. They did have down time working on the International at a cost of \$220.52 for parts and labor. Neal Stewart, Cemetery Sexton had one funeral and sold 2 graves. 7) Jim Branch made a motion to have Neal get specs from the Ashtabula County Engineers Office for the possibility of getting OPWC grant money for the last section of Fox Road. Mike Cliff seconded the motion; all yes. Neal said that in 2000 a half mile was done out of the budget and in 2004 grant money took care of the next mile of Fox Road. The last section is a little over one mile. Neal suggest that we have it be a two-year project with a 50/50 match. Neal reminded the trustees that we needed to take care of Dibble and Buie Roads and Arbor Drive this year. Buie needs ditches set back and paved. 8)

Neal reported that TJ Breland would be added to the paid part time roster to fill in some open shifts. He is a basic/240 firefighter. 9) Mike DeFazio, zoning inspector, reported that Brother's in Law Construction was issued a permit for 6130 Green Road to build an accessory building. 10) Neal reported that a gas line will be installed on Green Road in North Kingsville and Kingsville. The bond will include Kingsville. 11) The trustees asked about a weight limit on Donna Drive. Neal reported that Kingsville does not have a weight limit on any of our roads. 12) Mike Cliff made a motion to get amber and green LED emergency lighting for the loader not to exceed \$600.00. Karl Brunell seconded the motion; all yes. Neal asked it to be surface mounted and nothing on top. 13) Mike Cliff asked Neal to compile a list of signs that need to be replaced so that we could get started on replacing them as soon as possible.

**PUBLIC COMMENTS AND CONCERNS:** 1) Hiram Lynch commented that he was glad to see an organized and young group of trustees working for Kingsville Township. He added that he would like to see them get estimated resources and make a 3-year obligation plan. Mike Cliff told him that the Auditor of State has a program and training classes for this in place already and that was something that the trustees would be checking into. 2) Sharon Huey had heard today that the building that use to be Carlson Hardware was turning it into 3 apartments and wondered if any permits have been issued concerning this. The trustees explained that the owner would need to go to the County for a change in use permit but they have not heard anything about this. She also asked about getting the urns for the park filled again this year and thought that the former Board of Trustees had already approved \$2500.00 on landscaping around the gazebo. The fiscal officer thought that they approved her getting a free quote not to exceed \$2500.00 but would check the minutes for verification. 3) Debbie McCumber was concerned the other day when she saw a man walking on Route 84 that "looked to be on something". The trustees suggested that if she saw that again she should report to the Sheriff's office. If she had concerns with property nuisance she could report it to zoning.

**SAFETY CONCERNS:** None

<b>FINANCIAL REPORT:</b>	Receipts	\$	1,522.87
	<u>Expenses</u>		<u>38,707.06</u>
	Balance		\$1,098,031.79

Karl Brunell made a motion to pay the bills. Jim Branch seconded the motion; all yes.

Jim Branch made a motion to go into Executive session for personnel matters with Neal Stewart. Karl Brunell seconded the motion. On the call of roll: Mike Cliff – Yes, Jim Branch – Yes and Karl Brunell – Yes.

Karl Brunell made a motion to go back into regular session. Mike Cliff seconded the motion. On the call of roll: Mike Cliff – Yes, Jim Branch – Yes and Karl Brunell – Yes.

Once out of Executive Session Karl Brunell made a motion to purchase two time clocks in an amount not to exceed \$600.00. Jim Branch seconded the motion; all yes.

Karl Brunell made a motion to adjourn the February 28, 2018 regular meeting of the Kingsville Township Trustees. Mike Cliff seconded the motion; all yes.

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Jim Branch, Chairman

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Sarah Patterson, Fiscal Officer