

## KINGSVILLE TOWNSHIP TRUSTEES REGULAR March 14, 2018

The March 14, 2018 regular meeting of the Kingsville Township Trustees 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 28, 2018 regular meeting minutes and approve them with one correction. Mike Cliff seconded the motion; all yes. Copies of the minutes were available.

**CORRESPONDENCE:** 1) Rome Township Fire Department letter regarding a 1988 Mack 4 Guys pumper tanker Fire Truck for sale. 2) A letter from Aqua was presented regarding the rate increase for infrastructure.

**PUBLIC COMMENTS/CONCERNS:** 1) Sharon Huey, 2975 Priest Street presented the bid from Lake Erie Landscaping regarding updating around the park gazebo. Depending on which design a cost between \$1100.00 and \$1250.00 was given.

**OLD BUSINESS:** 1) A Notice to Bidders was agreed upon for the new Township Garage to be placed in the Star Beacon on Monday, March 19, Wednesday, March 21, Friday, March 23 and Saturday, March 20, 2018. Dave Payne will distribute plans & bid packages on March 29, 2018 at the fire hall between 3:00 pm to 5:00 pm. He has made 10 copies each of specs and plans. Bids will be opened at 6:00 pm on Monday, April 16, 2018. 2) A letter was received from Ohio EPA approving the Township Garage – EPA Septic System permit. An estimated cost of \$21,071.00 for the new system. 3) A discussion regarding the Township Highway Use Manual was held. We will not change the road bid bond, it will remain the same as the County. General notes should be added stating that the township will not be responsible if ditches are running good with regards to sump pumps. 4) The deeds have been sent to Attorney Attire for the Nelson land swap. 5) The township received a letter back from the County Engineer's office regarding the estimated cost for Phase 1 and Phase 2 for the fire hall additions. Phase 1 for a 40' by 70' addition would cost \$210,000 to \$235,000. Phase 2 would be an additional \$200,000 to \$225,000. 6) Neal reported that the strobe lights have been mounted on the loader by Hudson Communications. 7) Jim Branch reported that the Engineer's Office will come out as soon as the weather breaks and inspect the last leg of Fox Road for a possible OPWC grant. 8) Neal said that the fire station is still in need of a new computer and he received a quote from Hudson Communications for \$1208.00 which includes transferring all old information to the new computer and Microsoft Office. The trustees would like to table this for now to see if a better price could be found. Neal and Ronda Mullins reminded the trustees that Hudson Communications has been very helpful with technical issue at the fire hall in the past, many times at no cost to the township. 9) Mike DeFazio, zoning inspector, reported that he has spoken with Mr. Stivison, 5970 Lake Street, (old Carlson Hardware) and he has not made any decisions on what he is doing with the building at this time.

*Stuyvesant*

**NEW BUSINESS:** 1) Karl Brunell made a motion to place an ad in the Star Beacon on Monday, March 19, Wednesday, March 21, Friday, March 23 and Saturday, March 20, 2018. Dave Payne will distribute plans & bid packages on March 29, 2018 at the fire hall between 3:00 pm to 5:00 pm. Bids will be opened at 6:00 pm on Monday, April 16, 2018 for the Township Garage. Mike Cliff seconded the motion; all yes. 2) Jim Branch made a motion to appoint Dennis Huey to the Zoning Commission. Karl Brunell seconded the motion; all yes. Mike Cliff will follow up with Jason Hayes regarding becoming a member as well. 3) Jim Branch made a motion to establish a Social Media Outreach Resolution for the township, Resolution 2018-004. Mike Cliff seconded the motion. On the call of roll: Mike Cliff – Yes, Jim Branch – Yes and Karl Brunell – Yes. Resolution passed. 4) The trustees will be tabling the Township Highway Use Manual Resolution at this time until further review can be done. 5) Jim Branch made a motion to amend the Personnel Policy Book by updating the need for leave and vacation forms needing prior approval. 6) The trustees asked the fiscal officer to

cut a check to Attorney Gary Pasqualone for the billboard sign payment in the amount of \$2500.00. 7) Karl Brunell made a motion to have a traveling work session on April 4, 2018 to start at 1:00 pm at the fire hall to inspect township roads to determine road projects. Jim Branch seconded the motion; all yes. The fiscal officer will post in the Star Beacon and Gazette. 8) Neal reminded the trustees that it was getting close to the need of summer help. He would like to contact Bobby Hawk to see if he was still interested. Others interested were Colin Stewart and Carter Andes. The trustees said to take letters of interest from anyone interested. Sharon Huey asked who prepares the cemetery for Memorial Day, Neal explained that the Road Department has always handled this. She just wanted to make sure that everything was completed this year. 9) Neal reported for the Road Department that he worked 160 hours in February-27 hours plowing, 56 hours' road work, 64 hours' vacation, 8 hours' holiday and 3 hours' sick. Scott had 182.75 total hours-72 hours plowing, 16.5 hours overtime plowing, 24 hours' road work, 6 hours' cemetery (4 regular and 2 overtime), 40 hours' vacation and 16 hours' sick. Downtime was 2 days for a rear axle, hub and rim, 7 ½ days Sander down, 2 funerals during week day and sold 4 graves. 10) Neal reported for the fire department that Hudson Communications have replaced 2 sirens due to rain/snow at a cost of \$150 each. He also will be having Hudson program radios to include City of Conneaut and Ashtabula Township at a cost of \$135. The ambulance needs to have an I pad mount at a cost of \$120. They would like an additional I pad for second out ambulance plus a mount and plan-They are going to see if UH will provide additional I pad and plan. Jim Branch made a motion to approve the I pad mount not to exceed \$120. Mike Cliff seconded the motion; all yes. Neal thought that dispatching cost had double since the Sheriff's department has been doing it for the township. The fiscal officer will look into this and report at the next meeting. At this time the township pays \$1544/quarter. Mike Cliff believes that the township should look into making the existing tool room into a bunk room and shower room. He believes that we could do this at a minimal cost. 11) Ronda Mullins reported February had 44 EMS calls with 34 transport and 10 negative. They had 28 Kingsville calls, 4 Monroe calls (all during daytime hours), 10 North Kingsville calls (does not include fire assist calls) and 2 Sheffield calls. 38 of the calls were during daytime hours and 6 were volunteer hours. 12) Mike Cliff will follow up with Monroe Township regarding the need for new wording for the current EMS/Fire contract. 13) Mike DeFazio, zoning, was asked by Mary Rose, 3201 Creek Road, about a possible lot split/ bed and breakfast zoning. The Planning Commission recorded the lot split with Nelson on February 27, 2018. 14) The trustees are looking at April 28, 2018 for the possible date for a Clean-up Day. They are tabling a final decision at this time. 15) Gail Urch asked about sign-ups for the day crew scheduled for March 22, 2018. The trustees advised to continue as usual.

**PUBLIC COMMENTS AND CONCERNS:** None

**SAFETY CONCERNS:** None

|                          |          |    |                  |
|--------------------------|----------|----|------------------|
| <b>FINANCIAL REPORT:</b> | Receipts | \$ | 1,736.72         |
|                          | Expenses |    | <u>12,050.35</u> |
|                          | Balance  | \$ | 1,087,718.16     |

Karl Brunell made a motion to pay the bills. Mike Cliff seconded the motion; all yes.

Karl Brunell made a motion to go into Executive Session for a personnel matter. Jim Branch seconded the motion. On the call of roll: Mike Cliff – Yes, Jim Branch – Yes and Karl Brunell – Yes.

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

With nothing else to discuss or decide Jim Branch made a motion to adjourn the March 14, 2018 regular meeting of the Kingsville Township Trustees. Karl Brunell seconded the motion; all yes.

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Jim Branch, Chairman

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Sarah Patterson, Fiscal Officer