

**KINGSVILLE TOWNSHIP TRUSTEES REGULAR**  
**April 25, 2018**

Mike Cliff made a motion to close the Executive Session held open from the April 16, 2018 special meeting. Karl Brunell seconded the motion. On the call of roll: Mike Cliff – Yes, Karl Brunell – Yes, and Jim Branch – Yes. Mike Cliff made a motion to adjourn the special meeting. Karl Brunell seconded the motion; all yes.

The April 25, 2018 regular meeting of the Kingsville Township Trustees was called to order by Jim Branch, Chairman, followed by the Pledge of Allegiance. Fiscal Officer Sarah Patterson was absent. Mike Cliff made a motion to waive the reading of the April 11, 2018 regular meeting minutes and the April 16, 2018 special meeting minutes and approve them as presented. Karl Brunell seconded the motion; all yes. Copies of the minutes were available.

**CORRESPONDENCE:** 1) Boy Scout Troop 11 called requesting the use of the Township Park for their Mother's Day flower sale on May 11<sup>th</sup> and 12<sup>th</sup>. 2) Mike DeFazio received a call from Ashley Vincent at Lawyer's Title Agency of Chardon concerning the property at 4330 Creek Rd. She wanted to know if the Township has any assessments against the property. Jim Branch will follow up.

**PUBLIC COMMENTS/CONCERNS:** 1) Karl Brunell stated that Fiscal Officer, Sarah Patterson, was home from the hospital and is recovering. She hopes to make it to the next meeting.

**OLD BUSINESS:** 1) John Boczar, owner of Northeast Buildings LLC, was present to discuss the Township Garage project. His company submitted the lowest and only eligible bid for the project given the Ashtabula County Engineer's estimate. A variety of topics were discussed concerning the project. Mike Cliff asked if there is a flat fee for change orders. Mr. Boczar said no. Mike Cliff asked if the Township would be able to install insulation and tubing for a future radiate heat system before the floor was poured. Mr. Boczar said he would do what he could to accommodate the Township given the schedule. Upgrading the roof insulation, the draw schedule, the completion date, and the stone base were also discussed. Mike Cliff made a motion to accept Northeast Buildings LLC's bid of \$548,000 to construct the township garage. Karl Brunell seconded the motion; all yes. Two copies of the Contract Agreement were signed by the trustees and Mr. Boczar. Jim Branch stated he would draft a resolution officially accepting the bid so that it could be forwarded with the contract to the insurance company to receive the remainder of the recoverable funds. The Certification of Funds form will be forwarded to the Fiscal Officer to be filled out and included with the contract. 2) Jim Branch said that the request by The Kingsville Area Ministerial Association for use of the Township Park on May 3<sup>rd</sup> discussed at the last meeting was previously approved on January 24, 2018 but posting the event on the sign was not discussed. A copy of what the group would like posted on the sign was given to Neal Stewart. 3) Jim Branch reported that the second NOPEC Sponsorship grant was accepted. This will provide \$500 to The PennOhio Corporation to offset the Township's cost for dumpsters for the April 28<sup>th</sup> Clean Up Day. 4) Brobst Tree Service has not provided a quote for the removal of dead/dying trees in the Township Park. Neal Stewart will follow up with them. 5) Neal Stewart reported that if the Township can pave the parking lot on the north end of park, the Mason Hall is good with the asphalt going up to their sidewalk and may even contribute funds. Neal Stewart will also try to get bids for the paving by the next regular meeting. 6) Neal Stewart reported that new surveying equipment has been purchased. 7) Neal Stewart reported that he is still waiting on quotes for bar joists that can be used for the proposed fire hall improvements. 8) Karl Brunell asked how often the Fire Department Boosters meet. Neal informed him once a month. 9) Neal Stewart reported that the stone for the chip sealing is being delivered and we have close to 100 ton so far. 10) Neal reported that we should have a quote from SealMaster within the week for fog misting the chip seal. 11) Neal reported that he took the damaged signs to the scrap yard. 12) Neal Stewart said that Kingsville Towing will be supplying a dumpster for scrap metal for Clean Up Day. 13) Zoning Inspector, Mike DeFazio, followed up on the garbage problem at 3700 State Route 84. He spoke with Randy Barnes with the Ashtabula County Health Department who has sent a letter to the owners about the issue. 14) Mike DeFazio also followed up on the S Ridge Rd property where there was concern about unpermitted construction and debris. Mr. Barnes was made aware of the property and the Township will continue to keep an eye on it.

**NEW BUSINESS:** 1) Jim Branch reported that the Kingsville Public Library needs to replace their sign in the Township Park and may be interested in contributing to the purchase of a new LED sign in cooperation with the Township. 2) Jim Branch made a motion to approve the use of the Township Park by Boy Scout Troop 11 on May 11<sup>th</sup> and 12<sup>th</sup> for their annual Mother's Day flower sale. Mike Cliff seconded the motion; all yes. 3) Jim Branch relayed a message from Dennis Huey, a member of the Zoning Commission, that their organizational meeting will be Monday, May 7, 2018, at 7pm at the Fire

Hall. 4) Neal Stewart reported that they've started cleaning up Lulu Falls Cemetery and that Kris Daywalt will look into getting new Ohio and US flags through the local American Legion Neal Post 743. 5) There was a brief discussion about required training for elected officials concerning Ohio Sunshine Laws. Three hours of training for every term of office is required by each elected official. 6) Karl Brunell inquired about the condition of the school bus turnaround on Stevens Rd. Neal Stewart will look into it. 7) Karl Brunell relayed a message from Sarah Patterson concerning the invoice for the Dell computer purchased for the Fire Department. Jim Branch will follow up and make sure Sarah has the invoice. 8) Mike DeFazio issued two (2) permits for 5834 Lake St for porch additions. 9) Mike Cliff made a motion to approve the purchase of surveying equipment for a price of \$4,933.97. Jim Branch seconded the motion; all yes.

**PUBLIC COMMENTS/CONCERNS:** None

**SAFETY CONCERNS:** Mike Cliff asked about getting the Ashtabula County Engineer's opinion about installing a guardrail at the end of Cemetery Rd near the intersection of S Ridge Rd.

**FINANCIAL REPORT:** Prior to the meeting Karl Brunell picked up the checks from Fiscal Officer Sarah Patterson. Karl Brunell made a motion to pay the bills. Mike Cliff seconded the motion; all yes.

Mike Cliff made a motion to adjourn the April 25, 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