

**KINGSVILLE TOWNSHIP TRUSTEES REGULAR
November 27, 2019**

The November 27, 2019 regular meeting of the Kingsville Township Trustees was called to order by Mike Cliff, Chairman, followed by the Pledge of Allegiance. Mike Cliff made a motion to waive the reading of the November 12, 2019 regular meeting minutes and approve them as presented. Karl Brunell seconded the motion; all yes. Copies of the minutes were available.

FINANCIAL REPORT: There was a \$10,000.00 supplemental appropriation into fire wages.

Receipts	\$	0.00
Expenses		<u>27,575.12</u>
Balance		\$934,612.92

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

CORRESPONDENCE: 1) A copy of the draft audit for years 2017 & 2018 was received. 2) The fiscal officer received a voicemail from Steve, US Bank, stating that there were some new rates at US Bank and that there would no longer be a monthly finance charge and that they would be reimbursing us back to July 2019. Nothing in writing at this time. 3) Jim Branch received a call from Chicago Title regarding a point of sale on commercial property in Kingsville and he referred them to the county. 4) The township received a notice from NOPEC regarding the new board members.

PUBLIC COMMENTS/CONCERNS: 1) Kathy Marcy, 3145 Creek Road, asked who was in charge at the house fire on Mill Street and wanted to know how he communicated to other departments. Captain West said that he was in charge until the Chief got there and that he was using the MARC's radio system. She then asked how many volunteers were on scene and how many other departments showed up after. Captain West reported that there were 3 Kingsville fire department members at the fire but no volunteers and that there were 3 other departments that showed up. North Kingsville, Ashtabula Township and Conneaut. Mrs. Marcy then asked the fire chief if he was at the fire and what time he got there if he came. Chief Sopko said that yes he was there but was not sure what time unless he looked at the report. She asked why a hose was not run to the fire hydrant on Creek Road and why they would not let a resident hook it up for them. Chief Sopko said that at no time did they run out of water during the fire, the hydrant was unreasonably far away, and it would be a liability to the township if something would happen to a resident that was helping on a fire. He said that the township has to work with the resources they have and nothing would be changing without regionalization or increased money for staffing. He told Mrs. Marcy that she is welcome to submit a public records request for any specific questions. 2) Neal Stewart, Sheldon Ave., the MARCs radios are still not working between area fire departments and that they would be obsolete in 2 years. Not sure why the township is spending so much money on them. Chief Sopko said that many area departments are working on getting the MARCs radios and the township had received the radios via a grant. The township has only paid for accessories. 3) Wes Cleveland, 3945 Creek Road, commented that he could not believe the bickering going on in Kingsville, he feels that there a select few that are on a witch hunt because of the changes that have been happening this year. He reminded the audience that when his father needed EMS, the fire department personnel that came to the house had faulty equipment but he did not blame Kingsville for his father's death that night. He also made note that there has been and always would be different problems with a small town EMS and fire department. The township needs to work together to make it better. 4) Ladimir Kubichek, 6057 N Wright Street, asked if the township was not taking or looking for volunteers why were the signs still up? The trustees told him that they would get the signs taken down. Mr. Kubichek asked why Kingsville's second engine did not go to the fire on Mill Street. Chief Sopko explained that

there were not personnel available that night to take out the second truck. Mr. Kubichek then asked why the Star Beacon did not mention all of the departments that came out to the fire or why they did not mention and loss of personal property. Chief Sopko said that he could not dictate what the Star Beacon writes or not. Mr. Kubichek's last question was to the trustees and asked them if our Fire Chief is a full time employee with benefits and he is working his other job in Lake County would he come to an emergency in Kingsville. The trustees did not respond.

DEPARTMENT REPORTS:

Road/Service: The road department has been cutting a lot of branches and saplings that may cause problems this winter. The new door locks at the garage have been installed. Dry wall needs hung on dividing wall and we are waiting on estimates. New dump taken to Valley Freightliner to get checked. Jim Evans has been busy in the cemetery. He wanted to wish the township a Happy Thanksgiving.

Fire/EMS: 714 runs to date. Chief Sopko earned 21 hours of comp time, using 13 hours of comp and 16 sick hours. Would like to hire Jim Batanian, FF2/Basic, Michael Brant, FF/Basic, and Isabel Vicory, Basic, she would like to go to Fire fighter school, she is in the US Army Reserves. Condition of employment after physical, fingerprinting and drug testing. Shifts are 100% filled with at least 1 paramedic on 80% of the time. Still working on cosmetic upgrades to the main station. Engine 621 was hit by North Kingsville engine and State Highway Patrol responded and took report. Chief Hubbard, North Kingsville, agreed to pay cost to fix without issue. Ambulance #619 needs new tires. Would like trustees to approve \$2500.00 for CAD install for both front line ambulance and engine not to exceed \$5500.00. Need new MSA Altair 4XR gas meter at a cost of \$1385.00. Fire equipment needed at a cost of \$7935.63. The fire department received a check in the amount of \$13951.00 for BWC grant. The department would like to purchase gloves, hoods and washer/extractor with this.

Zoning: Mike DeFazio, Zoning Inspector, reported that the fire and road department went to the building on the corner of Rtes. 84 and 193 and removed all of the loose metal siding so that it would not blow off and cause damage to a passing vehicle or harm a pedestrian. Howard Lines said that they did a great job. The property at 5799 Wright Street is a rehab house. The trustees wanted Mike to remind the owner that the trailer was not able to be occupied.

OLD BUSINESS: 1) Memorandum title was given to Fiscal officer to get plates for the new dump truck. 2) Mike Cliff reported that he was the newly elected President for the Ashtabula County Township Association. He wanted to let residents know that there was money available to township residents that qualified for property improvements that they could not afford to pay for. Contact Janice Switzer, Ashtabula County Planning Commission. 3) Jim Branch reported that the Verizon contract was finally cancelled on November 22, 2019 for the 5 fire department cell phones. 4) The revised building plan was approved for the garage but no occupancy permit until the roof gets a vapor barrier installed and the partial wall gets drywall that is fire rated.

NEW BUSINESS: 1) Mike Cliff made a motion to approve Don to do the drywall project at the garage at a cost of \$1,830.00 Karl Brunell seconded the motion; all yes. 2) Mike Cliff made a motion to approve the MDT units only for the first out vehicles. MOU with ACSO and EMA to pay for software, license, upgrades and modem. Jim Branch seconded the motion; all yes. 3) Mike Cliff made a motion to approve the purchase of the gas meter at a cost of \$1,385.00. Jim Branch seconded the motion; all yes. 4) Jim Branch made a motion to purchase items requested from the BWC grant of \$13,951.00 once it is allocated. Mike Cliff seconded the motion; all yes. 5) Jim Branch made a motion to purchase the fire equipment needed at a cost of \$7,935.63. Mike Cliff seconded the motion; all yes. 6) Jim Branch made a motion to clarify the October 9, 2019 motion to pay Scott Burdine the difference in pay between his and the former road superintendent's pay for his time as interim superintendent in the amount of \$764.80 as a bonus. Mike Cliff seconded the motion; all yes. 7) Jim Branch

made a motion to approve Resolution 2019-014 that states that all full time employees of Kingsville be awarded holiday pay for the day after Thanksgiving as a floating holiday. Karl Brunell seconded the motion. On the call of roll: Jim Branch- Yes, Mike Cliff – Yes and Karl Brunell – Yes. 8) Jim Branch made a motion to approve the \$250.00 clothing allowance for Jim Evans. Mike Cliff seconded the motion; all yes. 9) Jim Branch made a motion to approved the purchase of a flammable cabinet for the garage not to exceed \$800.00. Karl Brunell seconded the motion; all yes. 10) Jim Branch made a motion to purchase a Knox box for the garage not to exceed \$400.00. Karl Brunell seconded the motion; all yes. 11) Jim Branch made a motion to cancel the December 25, 2019 regular meeting of the Kingsville Township Trustees. Mike Cliff seconded the motion; all yes. 12) Mike Cliff made a motion to have Fiscal Officer, Sarah Patterson, as the cash management, ACH and all financials for Northwest Bank. Jim Branch seconded the motion; all yes. 13) Mike Cliff made a motion that Jim Branch, Mike Cliff, Karl Brunell and Sarah Patterson will be the authorized signers at Northwest Bank. Karl Brunell seconded the motion; all yes. 14) Mike Cliff made a motion to open a credit card account at Northwest Bank in the amount of \$25,000.00 total credit for all department heads and elected officials not to exceed \$1000.00 monthly. Jim Branch seconded the motion; all yes. 15) Jim Branch said that the Fall waste removal did not have a good response but wanted everyone to know that the dumpster would be there until Monday. 16) Jim Branch reported that the Boosters were going to hold a Pancake Breakfast with Santa on Saturday, December 14, 2019 from 8:00 am to 11:00 am. 17) Jim Branch made a motion to pay Joanne Clapp \$25.00 per hour to help fiscal officer with all of the changes needed for the end of the year for payroll and funds not to exceed 10 hours. Karl Brunell seconded the motion; all yes. 18) Mike Cliff made a motion that employees receiving Health benefits since October 2019 pay \$61.54 per pay for fiscal year 2020. Jim Branch seconded the motion; all yes. 19) Jim Branch asked if the fiscal officer had received Rick Carlson's sick hours from his former employer yet. The fiscal received them today. 20) The trustees would like to have a conference call regarding the draft audit on Thursday, December 5, 2019 at 11:30 am. The fiscal officer will let Aaron Taylor, Perry and Associates know. 21) Jim Branch made a motion to approve MOU with the Ashtabula County Sheriff's Office Dispatch and Emergency Management Agency for Computer Aided Dispatch services for the MDTs including software, license, upgrades and modem. Mike Cliff seconded the motion; all yes. 22) Mike Cliff made a motion to approve the purchase of dusk to dawn lights in the front of the garage instead of motion sensors at a cost not to exceed \$1000.00. Karl Brunell seconded the motion; all yes.

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

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

Once back in regular session Karl Brunell made a motion to adjourn the November 27, 2019 regular meeting of the Kingsville Township Trustees. Mike Cliff seconded the motion; all yes.

Mike Cliff, Chairman

Sarah Patterson, Fiscal Officer