

## **KINGSVILLE TOWNSHIP TRUSTEES REGULAR January 13, 2021**

The January 13, 2021 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 minutes of the December 9, 2020 regular meeting, the December 18, 2020 special meeting, and the January 1, 2021 organizational meeting and approve them as presented. Mike Cliff seconded the motion; all yes. Copies of the minutes were available.

**CORRESPONDENCE:** 1) Tim Mosio of Dibble road contacted the Township about the berm being dug up by the snowplow near his house. Chris is aware of the issue and it will be taken care of. 2) Karl forwarded a message about a zoning issue concerning a property on Route 193. 3) Cathy Dufour of Arbor Dr called Mike about snow piling up at the end of her driveway from Township snowplowing. The issue was resolved.

**FINANCIALS:** No transfers. Karl Brunell made a motion to pay the bills. Mike Cliff seconded the motion; all yes.

### **DEPARTMENT REPORTS:**

**Road Department:** Since 12/9/2020, Scott used 20 hours of sick time and 12 hours of vacation. Chris used 8 hours of sick time. Chris worked 22 hours of overtime plowing snow Christmas weekend. That was all converted to comp time. Scott and Chris were at the organizational meeting for 2 hours. They plowed snow or salted on the 17th, 24th-26th, 29th and 30th. Total hours were 47, plus Karl's time. Chris estimated they used about 25 tons of salt and 4 tons of mix material. We received 73.25 tons of salt on the 31st. That puts us at half of our allotment. Anti-skid was delivered to Plymouth Township. Chris got #16 stuck on Donna Dr. on Christmas day. Karl pulled him out with #05. Chris got a quote from Bunn to install subdrains on Fox. The labor charge to dig the trench, load the dirt, lay the pipe, and backfill with stone will be \$2.85/ft. To buy black, single extruded, 4" plastic pipe from them is an additional \$0.34/ft. White, double extruded, 4" plastic pipe from Britton's is \$.035/ft. 4" black from Pipelines is \$0.50/ft. Chris could not locate another company to give him a quote on the job. There is 10,400+/- feet to do. We will need to supply trucks to haul the dirt away. We will also need to have someone lined up to bring #8 washed stone in. With our current stone bid, the winning bid to supply the #8's belongs to Simak.

We have a resident on Arbor Dr. that would like to remove an old catch basin and extend the crosspipe into his yard by 20 ft. This would involve making connections into the new pipe and realigning ditches. It will also require digging in the shoulder and possibly under the edge of the pavement. He asked what we could do and what we are willing to provide. Doing this job would have us working both in and out of the right-of-way. Chris suggested that if he would buy the pipe, we might be able to put it in for him. Chris told him nothing would happen without the approval of the Board, as they would need to approve the extent of work, if any, outside the right-of-way work.

Undercoating was completed on #16. The state truck got a grease job and a new headlight. Antifreeze was tested in all of the engines. A fair amount of time was spent cleaning the trucks and loader. Chris would like to find some economically priced salt neutralizer that we can apply through the power washer. We had to cut the center bushing out of the plow for #16 and rebuild it. We had the pin machined to make it greasable. The plow hitch on #16 was loose and had 2 missing bolts. We put in the two missing bolts, replaced 10 others, and checked the rest. The F550 is nearly done. There were a couple of oil lines leaking that needed to get fixed still. The new tractor is ordered. The work on the driveway for the fuel island is progressing. Harmon is going to do the electrical work. We should be ready for that this week. We will coordinate with him. Chris got two prices for the fence to go around the fuel island. Hickory Nut Fencing is the least expensive at \$3,581. Chris is trying to locate used pipe

for the balusters. New pipe will be around \$2000. Scott and Chris plan to pour the concrete. The fuel company has ordered new tanks for us. They are 6 weeks out. Due to state regulations, they will be vacuum sealed prior to shipment. This will be an additional charge to us of \$400/ tank.

Chris asked Harmon to give us a price on creating the electrical sub-panel and hooking up the generator. He also asked Shepp Electric. Penn-Ohio has been contacted to pump our tank.

**Cemetery:** There was an interment of ashes on the 18th. We also sold two graves on the 22nd and had a double funeral on the 29th. Chris worked on correlating the old cemetery maps with the current aerial photos. We would like to have Sarah's cemetery books for a while, to do an internal audit. We ordered 2 oversized urn vaults, at a cost of \$135 each, in case we need them. The vaults we use now are shorter than the concrete ones we used before.

**Zoning:** Permit #783 issued to the Animal Protective League at 5970 Green Rd for a temporary office trailer. Notice sent for trash, junk vehicles, and camper being used as a primary structure at 3017 W Main St. Ongoing issues at 6769 & 6779 Reed Rd.

**EMS/Fire:** Runs to date (1/11/2021): 15, (14 EMS). Mutual Aid Provided: Conneaut – 1; North Kingsville – 5; Monroe 0; Sheffield – 0; Plymouth 0; Ashtabula Twp – 0; Ashtabula City – 1.

Fire Station – Squad bays cleaned. Organized basement and will be brining old records and documents to the road department for storage in the upstairs space.

Fire Inspections – Kingsville Elementary School completed and issued a pass.

Trying to accomplish one inspection a week.

Employee Matters and Schedule - Recommending FF/PM Andrew Arth for the position of dependable. Maintaining a 95% coverage rate on the current schedule period. Two overnight shifts filled on 12/24-25 during the heavy snowfall. Five (5) total after hours / second out calls with no mutual aid required.

MARCS grant has entered the second round of funding, County Fire Chiefs Assoc still very optimistic we will receive allocated funds. Turnout gear for A.Arth approximately one week out for delivery. Squad 619 moved back to second out for EVT to complete full brake job. All parts were ordered and arrived from NAPA. On Engine 621, air filter requires replacing on the diesel hydraulic pump for the rescue tools. Part ordered and will be replaced upon arrival. No issues for Engine 611 after valves were replaced by EVT. Squad 609 (reserve) will receive the semi-annual oil change when 619 is completed. Brush Truck 604 has no issues after alternator and belts were replaced by EVT.

Monthly Training – Chief West has started assigning FireRescue1 Academy EMS training each month while we continue in-house training for fire.

Year-end totals – Total Runs: 741; EMS Calls: 645, Fire Calls / Engine Responses: 96; Mutual Aid Total: 191; North Kingsville: 109; Conneaut: 35; Monroe: 24; Sheffield: 14; Plymouth: 4; Ashtabula City: 4; Ashtabula Township: 1 Stryker personnel have completed our annual PM on our power cots/load and our lucas devices (auto chest compression devices). New SCBAs have been placed in-service and each member has been assigned a mask per the grant. Our Thermal Imaging Cameras are scheduled to be here within a week and will be placed on the SCBAs in the Engines.

**OLD BUSINESS:** 1) Trustees discussed a previously passed motion to switch out lights on the Township garage to dusk-till-dawn lights and getting a quote to put a new light over man-door.

**NEW BUSINESS:** 1) Jim Branch made a motion to eliminate the Windstream phone account for 440-992-4911 that is no longer being used. It had been used previously for dispatching through Ashtabula Township. Mike Cliff seconded the motion; all yes. 2) Jim Branch made a motion that all Trustees be eligible for reimbursement for the registration fee for the Ohio Township Association Annual conference being held virtually at a cost of \$65 per person for a total cost not to exceed \$200. Mike Cliff seconded; all yes. 3) Jim Branch made a motion to increase the purchase amount for the John Deere tractor and loader to \$77,878.00 from \$73,343.00 based on an updated quote after the previous quote from last year expired. Karl seconded, all yes. 4) Jim Branch made a motion to

increase the approved repair cost for the F-550 1-ton from \$10,000 to \$11,815.00 reflecting the final invoice from Greg Sweet. Karl seconded, all yes 5) Mike Cliff made a motion to hire Bunn Enterprises to install underdrains on Fox Rd at a cost of \$2.85/ft. plus an additional \$0.34/ft for pipe for a total cost not to exceed \$34,000. Karl seconded, all yes. Trustees discussed the total distance being 10,400 feet, the existing stone bid from Simak being the lowest with the stone begin delivered to the site and cooperating with surrounding entities to truck away excess material. 6) Mike Cliff made a motion to work on a pipe and subsurface drains on Arbor Dr based on a request from a resident. Trustees discussed the proposal to modify the drainage ditch, culvert pipe, and catch basin including portions that extend outside the Township right-of-way. Mike Cliff amended the motion to replace only the catch basin if the homeowner buys the basin and the work can be done in a 2-day timeframe. Jim seconded, all yes 7) Trustees briefly discussed the use of salt on the roads and our current supply. Presently there are no concerns about running out this year and residents have been very happy with the condition of the roads. 8) Jim Branch mentioned Chris Bradek's request to see the Fiscal Officer's cemetery records to compare to the Cemetery Sexton's books. 9) Jim Branch made a motion to hire Hickory Nut Fencing to install fencing around the future fuel island for a cost of \$3,581.00. Mike seconded, all yes. This is for a 6ft cyclone fence with a gate meeting the requirements of the permit. 10) Mike made a motion to appoint A. Arth to a dependable position within the Kingsville Township Fire Department. Karl seconded, all yes. 11) Trustees took a moment to commend the Fire Department and Interim Fire Chief Dave West for his work fostering mutual aid agreements with surrounding communities and for the work of the Emergency Vehicle Technician that has saved the department thousands of dollars in vehicle repair costs. 12) Mike made a motion to accept the departmental reports (fire, road, and zoning) as presented and add them as addendums to the official minutes. Karl seconded, all yes. 13) Karl Brunell commended the Fire Department for the overnight shifts on Christmas Eve and Christmas Day given the heavy snowfall. 14) Karl Brunell made a motion to hire a mason to finish the stone on the Trustee table. Jim seconded, all yes. The cultured stone is being donated by Trustee Mike Cliff. 15) Mike Cliff made a motion to have a special meeting with Interim Fire Chief Dave West on January 27<sup>th</sup>, 2021 at 6pm to discuss Fire Hall improvements. Karl seconded, all yes. 16) Trustees discussed the OTARMA payment for property insurance and our current inventory. It was agreed the inventory needs to be updated and current values reassessed. 17) Trustees discussed potential repairs to the bucket truck and an estimate provided by Dalin Truck & Fleet. No motion concerning the truck was made at this time.

**PUBLIC COMMENTS/CONCERNS:** None

Karl Brunell made a motion to adjourn the January 13, 2021 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