

KINGSVILLE TOWNSHIP TRUSTEES REGULAR January 24, 2018

Karl Brunell made a motion to adjourn the January 10, 2018 regular meeting that was left open for the trustees to meet at US Bank to set up signatures for checking and safe deposit box. Jim Branch seconded the motion; all yes.

Jim Branch, Chairman, called the January 24 2018 regular meeting to order followed by the Pledge of Allegiance. Karl Brunell made a motion to waive the reading of the January 10, 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) The fiscal officer received the Medicare Re-certification from Medicount and her and the Fire Chief signed it. She will get it back to Medicount. 2) The fiscal officer received a letter from CEI Meter asking about the new meter. The trustees asked her to call and try and see what the issue is. 3) A letter from Andover Bank letter regarding Pooled Asset Account was shown to the trustees. 4) the safe deposit resolution needs signed. 5) A questionnaire from Trustmark needed to be signed by Neal Stewart. The fiscal officer will mail it back to them.

PUBLIC COMMENTS: Dave Kirk asked the trustees why they were not moving forward with the expansion of the fire department when it was already approved by the previous board. He further explained that he thought that they had approved \$600K for a new fire truck and since only \$255K was spent on the fire truck they could use the balance for an addition. The trustees explained that the only thing that was approved by the previous board was for the plans to be completed. Mr. Kirk then asked the fiscal officer if the \$430K insurance money was reflected in the checking account balance. The fiscal officer said that it was.

OLD BUSINESS: 1) Jim Branch gave out sample templates for monthly reports for each department that he wanted to start using the first monthly meeting in February. The trustees and departments agreed. 2) Jim Branch wanted to clarify the wording for the BZA Hearing fee-\$150 to cover Conditional Use and Appeal request in addition to Variances (simple clarification to fee). 3) Mike Cliff looked at the original Monroe EMS contract and thought that there was a typo and it should have ended on 12/31/17 but the contract says to end 2018. Neal said that Kingsville should draft a new one-year contract due to the fact that Roger Sherman, Monroe, came to him at the end of last year to remind Neal that the contract was ending. Neal has not had time to draft a new one at this time. When Mike reviewed the original contract, he thought it looks like we have one more year on five-year contract and everything should be fine for this year. 4) The trustees would like to set up a Work Session to review insurance item list. The work session will be on February 21, 2018 at 6:00 pm at the fire hall. The fiscal officer will report to the Star Beacon and Courier. 5) Jim Branch will contact AI regarding what action will need to be done by the township to get the insurance extension required per a letter from Rittel, Hill and Zimmerman. 6) Jim Branch reported that the letters went out to all Zoning Members asking if they would still like to be on the committee or be removed. 7) Neal Stewart reported that the loader has the plow installed on it. They also purchased a small heater for it. 8) Neal reported an increase in the cost of vaults for the cemetery and believes that we should increase the price from \$125 to \$150. 9) Justin Cline got the report back from the EPA for the septic lines. New plans will be sent to EPA that will show septic lines under the garage to the back tank between the salt shed and new garage, then filter bed toward back to span 100 feet. 10) Neal received a text from Plymouth regarding the doors for the new Garage-Plymouth wanted to let him know that we might want to upgrade the man doors for a better insulated door. 11) Karl asked about the leak at the Cemetery-Neal reported that it had been found, it was a 5/8" line and when he called to ask why it was not shut off when we first knew about and called on 12/28/18 Aqua told him that someone had called and cancel the shut off order. Neal told them they we had not done

that and that it needed shut off immediately. They told him that a form would be sent to fiscal officer to complete to get a refund. Fiscal officer report that she had not received any forms as of this day. 12) Ronda Mullins reported that she still has not been able to get a call back from Verizon-Mike Cliff will see what he can do to get this issue resolved.

NEW BUSINESS: 1) Jim Branch made a motion to approve the use of gazebo/park on 5/3/18 from 11:30 am to 2:00 pm-Kings Area Ministerial Association for National Day of Prayer. Karl Brunell seconded the motion; all yes. 2) Jim Branch made a motion for resolution 2018-003 Mail box policy to address reimbursements up to \$75.00. Karl Brunell seconded the motion; all yes. 3) Jim would like Neal to review the Driveway Culvert & Tiling policy. 4) A discussion was held regarding adding 5985 Donna Drive and 4351 Fox Road properties to the list of Kingsville Township potential Land Bank properties. 5) Mike Cliff talked about a County grant program in the amount of \$1.5 million for people who are financially unable afford improvements to their property. There is a financial requirement and application process to be done to qualify. If you know of any people in the township you should let them know about this. 6) Karl Brunell made a motion to add cemetery and zoning fees, zoning forms, new mail box policy and cemetery rules/policies to the township website. Jim Branch seconded the motion; all yes. 7) Mike Cliff made a motion to have the township sign up for Google local business listing-there is not charge for this service and he will complete the process. Jim Branch seconded the motion; all yes. 8) Jim Branch made a motion for Mike Cliff and himself to go to the Ohio Township Association Winter Conference for 2 nights and to be reimbursed for costs not to exceed \$530.00 plus mileage. Karl Brunell seconded the motion; all yes. 9) Jim Branch made a motion to change the wording for zoning fees from Residential Variance hearing to BZA hearing. Karl Brunell seconded the motion; all yes. 10) Jim Branch made a motion to increase the cost of cemetery vaults from \$125 to \$150. Mike Cliff seconded the motion; all yes. 11) Neal needs to replace one of the computers at the fire hall. 12) Neal reported that on March 2 or March 3 he would be going to a Fire Show in Pittsburgh to look at washing machines for fire gear and other new technology. 13) Neal reported that the International blew a maxi for the air brake and both might need to be repaired/replaced. It is at Kingsville Towing for repair.

PUBLIC COMMENTS AND CONCERNS: No additional

SAFETY CONCERNS: None

FINANCIAL REPORT:	Receipts	\$	0.00
	Expenses		<u>33,952.20</u>
	Balance		\$1,144,123.42

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

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

Karl Brunell made a motion to return to 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 appoint Mike DeFazio as the new zoning inspector. Mike Cliff seconded the motion; all yes.

Mike Cliff made a motion to advertise for Assistant Fire Chief of EMS, Fire/Medic and Fire/EMT with rotating 16 hour shifts for paid part time. Karl Brunell

seconded the motion; all yes. Mike will advertise on Ohio Means Jobs and fiscal officer will submit the ads to the Star Beacon.

Karl Brunell made a motion to adjourn the January 24, 2018 regular meeting of the Kingsville Township Trustees. Mike Cliff seconded the motion; all yes.

Jim Branch, Chairman

Sarah Patterson, Fiscal Officer