

## **KINGSVILLE TOWNSHIP TRUSTEES REGULAR March 10, 2021**

The March 10, 2021 regular meeting of the Kingsville Township Trustees was called to order by Jim Branch, Chairman, followed by the Pledge of Allegiance. Mike Cliff made a motion to waive the reading of the February 24, 2021 regular meeting minutes and approve them as presented. Karl Brunell seconded the motion; all yes. Minutes were available.

**CORRESPONDENCE:** 1) Cleveland Industrial Recycling notified the Township of the availability of their services for Clean Up Days. 2) Fred Pierce-Ruhland had concerns about ruts in Fox Rd. These were addressed by the road department. 3) Dennis and Sharon Huey asked for the flower urns to be brought to the AshCraft greenhouse to be filled. 4) Jan Volk emailed about a dead deer on South Ridge Rd. Because it is along a county road, the County Engineer's office was notified by our road department. 5) Based on a Facebook post and an email seeking suggestions, numerous responses were received concerning what trees the Township should plant in the park. 6) Asplundh Tree Expert Company supplied contact information for anyone having questions about tree trimming happening along the First Energy high tension wire right-of-way going through Kingsville. 7) Dave Thomas, County Auditor, wanted to let Township residents know that the deadline to dispute your 2020 re-evaluation through the Board of Revision is March 31<sup>st</sup>. 8) J.P. Ducro, County Commissioner, is seeking more participants, both commercial and residential, for a broadband service survey.

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

**DEPARTMENT REPORTS:** All department reports will be an attachment to the minutes.

**OLD BUSINESS:** 1) Trustees and KIRC members present in the audience discussed the survey/petition that has been requested by the Ashtabula County Commissioners before proceeding with a sewer feasibility study and cost analysis by CT Consultants. A plan was developed to move forward with mailing out the petitions signed by the Trustees and core KIRC members. 2) Trustees wanted to commend both the Road Department and the Fire Department for the detailed inventories they have provided. 3) Township resident, Anna Thayne, has offered her services to enter cemetery records into a database to allow the information to be more accessible and searchable. 4) Trustee Jim Branch met with Eagle Scout candidate, Camden Lee, and his scoutmaster about developing a Lulu Falls Nature Trail. Camden will draw up a proposal that will then serve as a base for a submission to the Conneaut Creek Scenic River Advisory Council to seek their approval because the tributary is within 1000 feet of the Conneaut Creek. Trustee Branch also met with adjacent landowner Mr. Nelson to ensure that the Township has adequate access to the proposed trailhead. 5) IEN, the Township health insurance agent, is rebidding our insurance rates to see if we can get a better rate. The 3 employees on our plan have filled out the necessary forms for resubmission. 6) Trustees briefly discussed our salt contract and plan to receive what we had previously decided on. 7) Dave Horton on behalf of the Zoning Commission brought up the vacate seat and the alternate position that needs to be filled. He also wanted to discuss enforcement of zoning regulations and what methods Trustees are willing to take. The Reed Rd property is the main priority, but the Township wants to do its due diligence in documenting what needs to be done and have everything reviewed by the County Prosecutor.

**NEW BUSINESS:** 1) Jim Branch made a motion to add the department reports to the minutes as an addendum. Mike Cliff seconded the motion; all yes. 2) Mike Cliff made a motion to bring back Jim Evans as a seasonal road department employee starting April 5<sup>th</sup>. Karl Brunell seconded the motion, all yes 3) Trustees discussed Clean Up Day and potentially offering tire drop off on the same day. Karl Brunell made a motion to hold Clean Up Day on June 5<sup>th</sup> from 8am to 12pm. Mike Cliff seconded the motion, all yes. At this time, tires will not be accepted. 4) The fire department has had 113 runs to date. Of those runs 93 have been EMS runs and 53 were mutual aid 5) Jim Branch made a motion to hire Don Hall as a FF2/Paramedic. Mike Cliff seconded the motion, all yes. 5) Jim Branch made a motion to hire Anna Thayne at \$15.00 an hour for a maximum of 80 hours to enter cemetery records into an electronic database. Mike Cliff seconded the motion, all yes. 6) Trustees discussed resident feedback concerning trees in the Township Park. Hardwoods like maples and oaks were popular choices. Mike Cliff made

a motion to go out to bid for hardwood trees and the associated costs of delivery and planting. Karl Brunell seconded the motion, all yes. 7) Karl Brunell made a motion to allow the First Baptist Church to use the Township Park on Good Friday, April 2, 2021, starting at 2pm. Mike Cliff seconded the motion, all yes.

**PUBLIC COMMENTS/CONCERNS:** 1) Brandon Pierce-Ruhland of 4149 Brydle Rd wanted to express his support of the potential Amtrak train stop for Ashtabula City. The Trustees will look into providing support to this effort. 2) Fred Pierce-Ruhland inquired about the future of Fox Rd and whose responsibility it would be after the completion of the OPWC project. Trustees explained the Township would keep responsibility and plan to keep the first section maintained as well.

Mike Cliff made a motion to go into executive session with Interim Chief Dave West to discuss personnel matters, Jim Branch seconded the motion. On the call of roll, Mike Cliff, yes; Karl Brunell, yes; Jim Branch, yes.

Mike Cliff made a motion to leave executive session. Karl Brunell seconded the motion. On the call of roll, Mike Cliff, yes; Karl Brunell, yes; Jim Branch, yes.

Karl Brunell made a motion to adjourn the March 10, 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



## Kingsville Township Fire Department Meeting Report

03/11/2021

### Departmental Updates:

- Runs to date (03/8/2021): 113
  - EMS - 93
  - Mutual Aid Provided-
    - Conneaut- 1
    - North Kingsville- +11=31
    - Monroe - +1=5
    - Sheffield - 0
    - Plymouth - +2=6
    - Ashtabula Township - 0
    - Ashtabula city - 1
  - Total Mutual aid provided: 53
- Fire Station-
  - Placed items onto loft for storage
  - Cleaned day room and polished floors.
  - Deep cleaned kitchen.
- Fire Inspections-
  - Following up with APL, They will be ordering a Knox Box and submitting a grant request through the Boosters.
  - Inspected Ash/Craft Industries and have a re inspection schedule for minor infractions and inquiries.
  - Inspected Montrose Auto Group- Kingsville and have a re inspection scheduled.
- Employee Matters-
  - See action item.
- Schedule (Current)
  - Maintaining a 100% coverage rate on the current schedule period.(no open shifts)



- Recall / All Call - Place an all call on 03/08 for station coverage while we were out of service Mutual Aid to Plymouth // two members responded.
  - Overnight Shifts
    - Unremarkable.
  - After hours / Second out calls:
    - 5 total - 1 mutual aid provided and 1 mutual aid needed.
- Budget - 2020
  - Total EMS revenue: see attached(2021 EMS revenue)
    - Payment summary.
- Computer Aided Dispatch / MARCS
  - Unremarkable.
- OTARMA
  - Have completed our inventory and will be attached to the meeting report.
- Emergency Reporting System/Health EMS
  - Unremarkable.
- Turnout Gear / Gear / apparel
  - Compiled a new order and will be submitting that on 3/9. Order is for uniform shirts and miscellaneous other apparel needed by employees.
- Squad 619
  - Check for the sum of \$7073.29 was sent to the Township.
- Engine 621
  - Unremarkable and moved to first out.
- Engine 611
  - LED headlights were installed
  - This unit is now Out Of Service due to mechanical issues that developed on a fire call.
    - See incident report that is attached.
- Squad 609(reserve)
  - EVT replaced three batteries.
  - Ordered new LED emergency lights to replace the intersection lights and outdated strobe lights.



- Brush Truck 604
  - Recoil starter assembly(pull start) replaced by EVT
  - Spark plug ordered
  
- EMS supplies -
  - Ordering more of our soft collars from Boundtree.
- Medical oxygen -
  - Received full bottles from Eastern Medical.
- Knox boxes-
  - Currently working with ACAPL for their order.
- Monthly Trainings -
  - LVAD class at Plymouth TWP FD
- ★ Departmental update-
  - 3/24 - scheduled with the Road Department the insurance walkthrough.
  - 3/17- AFLAC presentation
  - Renewed the Medicount contract for EMS billing.
  - Selling the misc old hose and unused low pressure cascade breathing air tanks on GovDeals.
  
- ★ **ACTION NEEDED-**
  - **Approval to hire FF/PM Don Hall for the part time roster.**
    - **Don “Donnie” Hall is a FF2 and Paramedic.**
    - **He is currently working full time at Pierpont FD and Conneaut Lake Ambulance CO. and would like to have a PT job closer to his home in Monroe TWP.**
    - **I believe he will be a good fit for the department and able to fill shifts when cleared from training.**

report ending 3/6/21 Road Department



**Chris Bradek** <chris.bradek@kingsvilletwp.org>

to me, Mike, Karl, Sarah

Tue, Mar 9, 2021, 7:41 AM

Good morning,

In this period, Scott used 16.5 hrs of sick time and 28.5 hours of Administrative leave for COVID. I used 4.5 hours of Admin leave.

I met with a resident on Feb 22 regarding the purchase of a grave. On the 26th, someone turned on the water in the Cemetery. I found it running as I was headed home. This was the second time the water was found to be turned on and left. Monday morning the 1st, Scott padlocked the hydrant.

On the 22d and 23d, we checked the roads and plowed some drifts. No salt or material used. We picked up a couch on Reed Rd. and took it right to the Ashtabula City Transfer Station. A yard tile permit was issued for a residence on S. Wright St. A downed road sign was reinstalled on Donna Dr. I met with the County Sign Dept. regarding our grant. They will be conducting the survey to establish a list of what we need to replace/install to be up to code.

We need to finish out our salt contract. We are required to take another 52 tons. We've taken about 220 tons, so far. We can get up to another 112 (52+60) tons. Do we want to over stock at the current price or wait and see what next year's contract will bring?

Work on the bucket truck is ongoing. We need to replace a couple of the plow blade bolts on the plow for #16. We spent over a day washing and cleaning all 4 dump trucks and the loader, since there hasn't been a need to plow/salt for a while.

I got the new dusk to dawn lights for the front of the building. We will get them put up when we get the bucket truck finished. I plan to use two of the motion lights. I want to put one at the fuel island and the other pointing toward recycling.

I believe the inventory is complete. Are there any additions, corrections, or clarifications you would like made?

I had to reschedule the walk through for the insurance quote. That will take place on the 24th now.

Jim Evans plans to return this season. When would you like him to start back? I was thinking April 5, or if the weather looks good, March 29. We've got the park to clean up and trees to plant, the cemeteries to get ready for Memorial Day, and grave footers and fuel island concrete to pour.

Thanks,  
Chris

# **Kingsville Township Zoning Department**

## **Zoning Report**

**February 23, 2021 - March 8, 2021**

### **Permits Issued:**

- # 785 Issued to Frank Palagyi @ 3387 Terry Lane for 16' x 32' addition to existing accessory building.

### **Warnings / Inquiries/Violations:**

- Trash and disabled vehicles @ 6769 Reed Rd. (Ongoing)
- Trash and disabled vehicles @ 6779 Reed Rd. (Ongoing)