

KINGSVILLE TOWNSHIP TRUSTEES REGULAR June 23, 2021

The June 23, 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 May 26, 2021 regular and special meeting minutes and the June 16, 2021 special meeting minutes and approve them as presented. Karl Brunell seconded the motion; all yes. Minutes were available.

CORRESPONDENCE: 1) Karl Brunell received a call from Debbie McCumber regarding water leaking in the road on Wright Street. Karl called Chris Bradek, Road Superintendent, and he called Aqua. Together they resolved the issue. 2) Jim Branch received a call from Vickie Crompton-LaBounty regarding missing hanging and potted plants on her husband's grave at LuLu Falls Cemetery. Jim will contact Chris or Scott to follow up with her. 3) Jim Branch received an email from Megan Brydle, YMCA, they would like to hold a pageant in the park on Sunday, August 8, 2021, from noon to 4 pm. 4) Mark Andrasik, ODOT contacted Jim Branch to make him aware that in September 2022 ODOT will painting bridges and they will be some lane closing but should not affect traffic. 5) Laverne Wojciechowski, Hadlock Road, called about a clogged catch basin. This has been taken care of.

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

OLD BUSINESS: 1) The trustees would like Chris Bradek, Road Superintendent, to contact Centerra to see if the old fuel tanks are theirs or ours. Then they can be sold on Gov Deals or disposed of via EPA regulations. 2) The bid package that was received for Fox Road was forwarded to the Ashtabula County Engineers and Prosecutor's Office for approval. A math error was noted by the Engineers office. 3) On June 9, 2021, Jim Branch, Camden Lee and scout leaders met with Conneaut Creek Wild Scenic members to discuss the trail that would be done by Mr. Lee for his Eagle Scout Badge. The only concern was they would like more details on the crossing specs. They still need the Coordinator of Conneaut Creek Wild Scenic to approve the project. 4) Jim Branch updated the \$1K NOPEC Sponsorship Grant to give to Kingsville Township Booster for their September 18, 2021, dinner. 5) Jim Branch emailed the grant and reported that we have been approved for the Sign Grant for 2022. The estimated amount will be \$10K. Total cost for signs, post and hardware is \$14,325.00. There is a total of 124 safety signs. 6) Jim reported that there were several bikes brought to Clean up day that were in working order, so the Road Department took them to Ashtabula Dream Center. 7) Jim asked the fiscal officer to update the CARES Account website. 8) The trenching has been completed and the footer poured for the LED sign in the park. The electric is also complete and ready for lampposts. 9) Karl Brunell reported that the Road Department will be helping with clearing a trail on Kingsbury Road West.

NEW BUSINESS: 1) Karl Brunell made a motion to allow Kingsville 1st Baptist to extend their use of the park on August 1, 2021, to 5pm. Jim Branch seconded the motion; all yes. 2) Mike Cliff made a motion to get totals on replacement and renewal for both of the Road and Bridge levies. Jim Branch seconded the motion; all yes. 3) Jim Branch made a motion to allow the YMCA to hold a pageant on August 8, 2021, from noon until 4:00 pm in the park. Mike Cliff seconded the motion; all yes. 4) Jim Branch made a motion to add all department reports to the minutes as an addendum. Mike Cliff seconded the motion; all yes. 5) There has been a total of 422 runs to date. 341 have been EMS runs and 158 mutual aid runs and of the 158 mutual aid runs 98 have been for North Kingsville. 6) Karl Brunell made a motion for TAP LLC to paint the interior of the fire hall and one outside wall for a total of \$2K and to paint the exterior wall that needs done. A discussion was held, and the trustees decided to table the suggestion so that Dave W., Fire Chief can get an estimate from Shetler to tin the outside wall and get a new estimate from TAP LLC for the cost of interior painting only. 7) Karl Brunell made a motion to hire Kyle Harmon as a Basic/FF to the part time employee roster. Mike Cliff seconded the motion; all yes. 8) SAM (System for Award Management) annual fee is due for the fire department in the amount of \$349.00. 9) Jim asked Mike DeFazio, Zoning Inspector, if any variance meeting have been set up at this time. Mike reported that the board was looking at the 1st week of July. 10) Mike Cliff made a motion to put the fuel tanks on Gov.Deals if they are the townships. Karl Brunell seconded the motion; all yes, 11) Mike Cliff made a motion to sell the V Box Salt spreader on Gov.Deals. Jim Branch seconded the motion; all yes. 12) Karl Brunell made a motion to amend the Fox Road paving estimate from \$176,494.50 to \$176,331.50. Jim Branch seconded the

motion; all yes. 13) Jim Branch made a motion use the \$3882.00 NOPEC grant money to pay Harmon Electric for the electrical work done in the park. Mike Cliff seconded the motion; all yes. 14) Karl Brunell made a motion to go with Old Plantation Red brick for the LED Sign. Mike Cliff seconded the motion; all yes. 15) Mike Cliff made a motion to pass Resolution 2021-004 to add Juneteenth as a Holiday for full time employees and add it in the policy book. Jim Branch seconded the motion. On the call of roll: Mike Cliff – Yes, Jim Branch – Yes and Karl Brunell - Yes. 16) Jim Branch made a motion for full time employees to take one day as Juneteenth for 2021 only by December 31, 2021. Mike Cliff seconded the motion; all yes. 17) Jim Branch made a motion to pass Resolution 2021-003 to accept the Jim Branch as the trustee of the 2021 NOPEC Community Grant. Mike Cliff seconded the motion. On the call of roll: Mike Cliff – Yes, Jim Branch – Yes and Karl Brunell - Yes.

Mike Cliff made a motion to go into Executive session to discuss wages. Jim Branch seconded the motion. On the call of roll: Mike Cliff – Yes, Jim Branch – Yes and Karl Brunell - Yes.

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

Once out of Executive session Mike Cliff made a motion to make Dave West our Fire Chief from Interinum Fire Chief with a \$40K salary, full time benefits and OP& F retirement starting June 27, 2021. Jim Branch seconded the motion; all yes.

PUBLIC COMMENTS/CONCERNS: None

Mike Cliff made a motion to adjourn the June 23, 2021, regular meeting of the Kingsville Township Trustees. Jim Branch seconded the motion; all yes.

Jim Branch, Chairman

Sarah Patterson, Fiscal Officer



Kingsville Township Fire Department Meeting Report 06/23/2021

Departmental Updates:

- Runs to date (06/23/2021): +83 = 422
 - EMS - +70=341
 - Mutual Aid Provided-
 - Conneaut- = 3
 - North Kingsville- +14=98
 - Monroe - +3=23
 - Sheffield - = 10
 - Plymouth - +1=23
 - Ashtabula Township - 0
 - Ashtabula city - 1
 - Total Mutual aid provided: 158
- Fire Station-
 - Quote from TAPLLC for the painting of the East exterior wall
 - \$1953.00
 - This price includes pressure washing the entire east side of the building to remove the dilapidated paint, application of an oil based primer to adhere to the block and mortar and then application of paint.
 - I was thinking medium grey.
- Fire Inspections-
 - Inspected Grab n Go
 - Have a re-inspection scheduled.
 - Next inspection on friday.
- Employee Matters-
 - Application for employment: Kyle Hammon- FF/EMT
 - Kyle is full time CCAN and volunteers on Rome VFD and SCAD.



- Schedule (Current)
 - Next shift sign ups are out and will be completed Saturday.

 - Recall / All Call - Unremarkable.
 - Overnight Shifts
 - Unremarkable.
 - After hours / Second out calls:
 - 12 total calls : one handled by another agency.
- Budget - 2021
 - Total EMS revenue: see attached(2021 EMS revenue)
 - Payment summary.

- Computer Aided Dispatch / MARCS
 - All new radios are in operation and a vehicle mounted charger was added to the Engine.
- OTARMA
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - Unremarkable.
- Turnout Gear / Gear / apparel
 - Hoodies added to apparel order form.
- Squad 619(reserve)
 - Repairs completed by CountrySide.
- Engine 621
 - Unremarkable.
- Engine 611
 - OOS
 - Working on pulling all equipment off.
- Squad 609(first out)
 - EVT performed oil change.
- Brush Truck 604



- Power steering belt replaced by EVT and fluid added.

- EMS supplies -
 - Will be placing an order for Collars and head beds.
- Medical oxygen -
 - Unremarkable.
- Knox boxes-
 - Grab n Go was given an order form and grant form.
- Monthly Trainings-
 - PEDS trauma held at Plymouth FD on 07/07.
- ★ Departmental update-
 - The three members from the department that participated in the UAS class were all granted certifications.
 - SAM renewal of \$349.00
 - AUX pay has been submitted for the last six month period.
 - OH TRAC regional drill was held on 06/16 in Ashtabula.
 - Submitted citation paperwork to Ohio EPA
 - Two NOVs(notice of violations) were issued to the open burning complaints on Lake St and W.Main.
 - This is the first step to potential prosecution.
 - Received a framed picture of the graduating class of 2021 for Edgewood High School
 - We participated in their schools parade from the mall and ending in the high school parking lot.
 - Planning with SRO, a regional training exercise at Kingsville Elementary School.
 - EVT requested a new hydraulic floor jack due to the one we currently have is old and not operating properly.
 - He also stated that it leaks and would be an issue if used on a squad.

- ★ **ACTION NEEDED-**
 - **Approval needed to Hire TAPLLCs painting services.**
 - **Approval to Hire Kyle Hammon, FF/EMT.**

report ending 6/19/21 External Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Mike, me, Karl, Sarah

Mon, Jun 21, 2021, 2:32 PM

Good afternoon,

Since the last report, I used 8 hrs of comp time and 8 hrs of sick time. Scott used 3.5 hrs of vacation. Scott and I had overtime in the park on the 14th with the electrician.

Jim has been working in the cemeteries and park.

There was an interment of ashes last Friday.

A question has been raised about the extensive decorations around some of the headstones in Lulu. These are not permitted. Should the Township send letters to the family notifying them of this? Do we have addresses in the deed book? Or, should we just go ahead and remove those portions of the decorations which do not conform to the cemetery rules, [Grave and Grounds](#) section, page 4-5? We think this should be addressed now, before it becomes a real problem. For reference go to the back left corner of the cemetery. There are several in that area that will become problems as the graves around them are sold.

We dug the footer for the new sign in the park, trenched for the electrical, then backfilled on Monday the 14th. Thank you to MC Lawn Care for donating the trencher. The contractor you hired for the job set up all of the work for this day. We did not want to leave a large open hole in the park for days. He failed to show on the 14th or 15th. The brick layer showed up to work on the 16th, but the contractor still hadn't poured the footer. It was finally poured that afternoon. The rain over the weekend and today has settled the trench. It will need to be refilled and graded.

Bids are back and opened for Fox Rd. I have been in touch with Craig from NES. They said they can start within 30 days of the contract being signed.

The first round of roadside mowing is done. The rear mount rotary mower is fixed. The boom mower tractor was down for a couple days, but it is fixed also.

Stone for chip seal has started to come in.

Yard waste was emptied once last week and twice the week before.

What do you want to do with the old fuel tanks? Do they even belong to us? The suggestion was made to dispose of the other V-box spreader as well.

The bicycles collected during cleanup were donated and delivered to the Ashtabula Dream Center.

We are still waiting on parts and service for the new tractor.

Scott and I took a walk down to the river along Kingsbury West. I think that we could have that opened back up in about 2 days with the backhoe and the brush hog. There is a fairly long drop down to the river's edge, at the end of the road. We may want to consider that.

Thanks,
Chris

Kingsville Township Zoning Department

Zoning Report

May 26, 2021 - June 22, 2021

Permits Issued:

- #793 Issued to Paulette Zupanic @ 5705 Dibble Rd. for a shed.
- #794 Issued to Dawn & Paden Cochran @ 5661 S. Wright St. for a fence.

Warnings / Inquiries/Violations:

- Variance application received for insufficient front setback from Jennifer Vojtko @ 3434 Creek Rd. (Sent to BZA on June 6,2021).
- Variance application received for insufficient side setback from Tyler Infield @ 6093 N. Wright St. (Sent to BZA on June 12,2021).
- Trash and disabled vehicles @ 6769 Reed Rd. (Ongoing)
- Trash and disabled vehicles @ 6779 Reed Rd. (Ongoing)
- Disabled vehicles @ 3017 W. Main St. (Ongoing).