

## **KINGSVILLE TOWNSHIP TRUSTEES REGULAR August 11, 2021**

The August 11, 2021, regular meeting of the Kingsville Township Trustees was called to order by Jim Branch, Chairman, followed by the Pledge of Allegiance. Minutes from the July 28, 2021 regular meeting were not available and the Fiscal Officer was not in attendance.

**CORRESPONDENCE:** 1) Hiram Lynch of Donna Dr wanted to commend the Road Department and the contractor for the chip seal work on the Miller Allotment roads. 2) Scott Narducci expressed concern with the early morning mowing of the Township Park. Chris Bradek, the road superintendent, said that he would have Jim Evans mow the Presbyterian Church cemetery first and then the park. 3) NOPEC contacted the Township about the banking information for the KTFD Boosters so they can get the Sponsorship grant. 4) The Kingsville Public Library asked about posting something on the sign, but we were unable to do it in time due to the individual who updates the sign being on vacation. It was noted that this highlights the usefulness and convenience of the new LED sign that is being installed.

**FINANCIALS:** Karl Brunell made a motion to pay the bills. Mike Cliff seconded; all yes. The Fiscal Officer was not present but supplied the financial reports through email.

**OLD BUSINESS:** 1) The Ashtabula County Engineer was contacted about the missing survey pins on the end of Fox Rd where a previous OPWC project took place. The Engineer's office said they would look into this and potentially replace the pins in the right-of-way if it looks like they were removed or disturbed during construction. 2) Camden Lee, Eagle Scout candidate, received approval for his part of the Lulu Falls Trail project from the Boy Scout Council. A final proposal was sent to ODNR to gain approval from the Wild & Scenic River manager. Work can begin once this approval is received. 3) Mike Cliff was contacted by the Ashtabula County Auditor's office about the 2022 budget. They have not received it yet from Kingsville Township and need it as soon as possible. 4) Mike Cliff reminded the board that we still need to register for the American Rescue Plan (ARP) funds for COVID-19 relief by September 4<sup>th</sup>, 2021. 5) Jim Branch mentioned that the painting done on the east side of the Fire Hall looks good and glad we color-matched the existing tin. 6) Karl Brunell brought up the repeated reminders / warnings from the Ohio Office of Budget Management (OBM) about filing our usage of the CARES act money. This has still not been done and needs to be completed or we risk having to pay the funds back. The fiscal officer will be reminded. 7) Jim Branch asked employees if the US Bank credit cards were working. They are not. US Bank has been contacted but the problem has continued. Further communication by the fiscal officer with the bank is needed. 8) Chris Bradek, road superintendent, reported that there will be a pre-construction meeting for the OPWC Fox Rd project on August 17, 2021, at 10am.

**NEW BUSINESS:** 1) Jim Branch made a motion to accept the department reports as addendums to the minutes. Karl Brunell seconded; all yes. 2) For the record there have been YTD - 578 total EMS/Fire runs; 471 EMS runs; and 226 mutual aid runs. 3) Jim Branch reported that he attended the Ashtabula County Planning Department's workshop for the Ashtabula County Comprehensive Plan on August 9, 2021. He advocated for the Kingsville Township sewer project at the I-90 interchange and working to wisely develop infrastructure to support smart growth. 4) Jim Branch brought up the Water and Wastewater Grant through the Ohio Department of Development and the Ohio EPA. It was discussed how this might be used to support potential sewers at the I-90 interchange. 5) Jim Branch mentioned the ODOT Township grant program for roadways, sidewalks, and culverts. There is an \$8,000,000 pot for projects up to \$250,000 with no matching funds required. The Township wants to see if multiple projects can be submitted with the hope of at least getting one approved. Applications started to be accepted August 1, 2021. 6) Discrepancies in employee vacation time and deferred compensation payments outlined in the road department report were noted and the Trustees want the employees to know that this will be brought to the attention of the Fiscal Officer. 7) Mike DeFazio, zoning inspector, mentioned that the compliance period for the violation at 3017 W Main St has elapsed and the Trustees need to consider the next steps. 8) Karl Brunell made a motion to go into executive session to discuss personnel matters. Mike Cliff seconded. On the call of roll: Karl Brunell, yes; Mike Cliff, yes; Jim Branch, yes. 9) Karl Brunell made a motion to come out of executive session. Mike Cliff seconded. On the call of roll: Karl Brunell, yes; Mike Cliff, yes; Jim Branch, yes.

**PUBLIC COMMENTS:** None

Mike Cliff made a motion to adjourn the August 11, 2021, regular meeting of the Kingsville Township Trustees. Karl Brunell seconded the motion; all yes.

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Jim Branch, Chairman

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Sarah Patterson, Fiscal Officer

# Kingsville Township Zoning Department

## Zoning Report

July 27, 2021- August 9, 2021

### Permits Issued:

- #797 Issued to Kevin Anderson @ 5141 State Rt. 193 for remodeling of existing home.
- #798 Issued to Tyler Infield @ 6093 N. Wright St. for an accessory building. (Insufficient side setback and gross floor area in excess of 35% of primary structure approved by the BZA on July 7, 2021).

### Warnings / Inquiries/Violations:

- Violation notice sent to Jeffrey Simmons @ 2994 W. Main St. for high grass.(resolved)
- Violation notice sent to Cline & Eleanor Hunt for high grass @2975 W. Main St. (resolved)
- Violation notice sent to DGDSJMJC LLC. for disabled vehicles @ 3017 W. Main St. (Ongoing)
- Violation notice sent to resident @ 3017 W. Main St. for disabled vehicles.(Ongoing)



## Kingsville Township Fire Department Meeting Report 08/11/2021

### Departmental Updates:

- Runs to date (08/10/2021): +51 = 578
  - EMS - +38=471
  - Mutual Aid Provided-
    - Conneaut- +3 = 9
    - North Kingsville- +6=138
    - Monroe - +5=40
    - Sheffield - +2= 12
    - Plymouth - +1=25
    - Ashtabula Township - 0
    - Ashtabula city - = 2
  - Total Mutual aid provided: 226
- Fire Station-
  - TAPLLC painted the east side of the building
    - Color match the light color tin
  - Purchased new pressure washer.
- Fire Inspections-
  - Inspected Grab n Go
    - Failed third inspection
  - Inspected the First Baptist Church.
    - Have a re-inspection scheduled.
  - Montrose \*re-follow up.
- Employee Matters-
  - Unremarkable.
- Schedule (Current)



- Schedule is full with ALS coverage every day.
- Recall / All Call - Unremarkable.
- Overnight Shifts
  - Unremarkable.
- After hours / Second out calls:
  - 11 total calls :
  - Provided M/A : 2
  - Needed M/A(only one responder from KFD) : 4
- Budget - 2021
  - Total EMS revenue: see attached(2021 EMS revenue)
    - Payment summary.
- Computer Aided Dispatch / MARCS
  - Spoke with Northeastern Communications to add Conneaut's MARCS frequency to our radios
    - \*Scheduled to be done at the end of this week.
- OTARMA
  - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
  - Created training certificates for Con-Ed
- Turnout Gear / Gear / apparel
  - Apparel has been distributed.
- Squad 619(First out)
  - Undercoating performed.
- Engine 621
  - Foam pump- gasket rebuild kit is \$700.00 and will need to be completed at their facility
  - Undercoating performed.
- Engine 611
  - OOS
- Squad 609(Reserve)



- Turn light signal housing ready to be installed.
  - Undercoating performed.
- Brush Truck 604
  - Parts are in and ready to be installed
  - Undercoating performed.
- EMS supplies -
  - Received supplies from UH
  - Received re-supply of masks both N95 and disposable from ACEMA.
- Medical oxygen -
  - Unremarkable.
- Knox boxes-
  - Kingsville First Baptist Church has theirs now.
  - Grab n Go installed theirs
  - Kingsville Coffee House will be installing theirs when we schedule the inspection.
- Monthly Trainings-
  - UHEMS training for the month of August at SVFD
  - Attended EMS training Aug. 4th at Plymouth FD.
  - AHA BLS instructor refresher training Aug 24th at UH-Conneaut.
- ★ Departmental update-
  - EPA NOVs have been issued again and awaiting confirmation of being sent out to both W. Main st and Lake St.
  - Station exterior painting has been completed.
  - Apex Corrosion Control completed undercoating for department apparatus.
  - Purchased station supplies from Lowes.
  - Establishing a worksheet/spreadsheets to better keep track of grants, opening and closing dates and types of.
- ★ **ACTION NEEDED-**
  - **Unremarkable.**

report ending 8/7/21 External Road Department



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

to me, Mike, Karl, Sarah

Mon, Aug 9, 2021, 2:45 PM

Good afternoon,

Since the last report, I have used 8 hours of sick time. Scott used 1.5 hrs of sick time. Scott and I each had .5 hrs of overtime on chip seal day.

Jim has been keeping up with the mowing. I asked him to mow the Presbyterian Cemetery first, on the day he goes up town. That way, we keep the noise in the park down until after 9 am.

There was a full burial on the 30th.

I have Brobst coming to grind a stump in Lulu for \$75.

We did get the new camera and batteries. You know the details on that. It is up and functional.

We spent over a day getting Brydle ready for the surface treatment (double coat of chip seal.) We fixed the worst places with cold patch. Scott took the tractor out and raked the gravel on the edge the day before Suit-Kote came. There are still a couple soft spots on the edge that we are watching. Short of major excavation, I don't think that we can do much with them. We spent most of two days trimming the trees in Miller Allotment, ahead of the chip seal.

Chip seal/ dust control were done on the 4th. Overall, I think that it came out very well. We ended up light on the 57, so there is quite a bit leftover. Suit-Kote came with plenty of people and they were very efficient.

No word from NES on when they will be starting Fox Rd. I called them last Monday and again today.

All three of us spent time cleaning up storm damage from the 29th.

There was a yard tile permit issued on Dibble Rd. We cleaned the ditch.

The dealer was finally able to get the parts for the new tractor. They plan to be out this Wed. to fix it.

We are still waiting on the rest of the parts to fix the boom mower. I was told that we should see them this Friday or next Monday.

#05 was sprayed/undercoated with the Fire Dept trucks last Friday. #16 and the F550 are going back to Bulldog for touch up this week.

We ordered new shirts and hats from Ringer Screen Printing.

Yard waste was emptied 5 times. We redirected at least 6 loads directly to the back of Lulu.

As of the July 30 pay, vacation totals for Scott and I were still incorrect. Please fix them.

Deferred Comp payments, which are now made electronically, were being paid on pay day or a day before, as they should. The June 18 payment was late. The July 2 payment was skipped. The July 16 payment was a double payment and it was late also! There is no record of a payment for July 30. As of today, that's at least 32 days of interest I lost! How are you going to fix this?

The credit card hasn't worked in a month. I paid for things so we would have them.

Thank you,  
Chris