

KINGSVILLE TOWNSHIP TRUSTEES REGULAR

August 25, 2021

The August 25, 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 and the August 11, 2021 regular meeting were not available and the Fiscal Officer was not in attendance.

CORRESPONDENCE: 1) Mike Cliff attended an Ohio Township Association's meeting in Columbus to complete his Township Leadership Training. At the meeting district director for Congressman Bob Gibbs talked about federal funding available in the next budget including 2.5 billion for railroad crossings and overpasses/underpasses. There are also grants for fire departments and capital improvements as well as from USDA Rural Development programs. 2) Torie Tackett requested use of the Township Park for a wedding on September 12, 2021, from 1-5pm 3) The Kingsville Public Library requested support for the painting of crosswalks from the library to the Simak Welcome Center and for speed limit signs to be installed on School and Academy streets. They also wanted to thank Chris Bradek, road superintendent, for his prompt attention to this matter. 4) Dominion East Ohio Gas provided a pamphlet regarding pipeline safety. 5) Carol Brunell has concerns about cars disregarding the stop signs at N Wright St and Priest St and suggested signs like those installed at State Rd and Plymouth Ridge Rd in Plymouth Township that have flashing lights. 5) Sarah Patterson sent a letter of resignation effective August 25, 2021. 6) J.P. Ducro, County Commissioner, contacted the Township about partnering on a grant opportunity to support the potential sewer project at the I-90 interchange.

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

OLD BUSINESS: 1) ODNR gave final approval for the Lulu Falls Trail. The project can move forward. Camden Lee, the Eagle Scout candidate, is working on raising funds and may organize a workday at the trail as early as the upcoming weekend. 2) Karl Brunell talked to Ryan Lencl concerning the LED sign. The brick portion of the sign is complete, and the limestone is on order. He was wondering if the Township could assist in placing the caps which may weigh any where from 250 to 400 lbs. There was also a brief discussion about supplying water for pressure washing the brick before it is sealed. 3) Mike Cliff gave an update on the Fox Rd OPWC project from the road report. The contractor is planning on the stabilization part of the project September 8th through the 10th and paving the following week. Three options have been set up for supplying water for the stabilization. 4) There was a brief discussion about the Brydle road chip seal and a couple of soft spots that will need to be addressed before future work is done.

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 - 618 total EMS/Fire runs; 505 EMS runs; and 236 mutual aid runs. 3) Jim Branch reported that our application for the American Rescue Plan (ARP) funds has been submitted and we are awaiting confirmation. Allocations are based on population and Kingsville Township is set to receive \$178,495.80 over a 2-year period. 4) Commissioner J.P. Ducro contacted the Township about partnering on a grant request to support design work for potential sewers at the I-90 interchange. The grant request is for \$225,000 and they are looking for the Township to contribute a 10% match of \$22,500. ARP funds can be used for this. Mike Cliff made a motion to allocate \$22,500 of the ARP funds for a 10% match for a sewer design study. Karl Brunell seconded; all yes. There was a discussion including Fred Pierce-Ruhland of the KIRC committee and the Trustees concerning some of the details of the ARP funding and its potential uses toward the sewer project. 5) Karl Brunell made a motion to approve the use of the Township Park on September 12th from 1-5pm by the Tackett family for a wedding. Mike Cliff seconded; all yes. 6) Jim Branch made a motion to have the Ashtabula County Engineer paint 2 crosswalks (Academy – from library to park; School – from library to Simak Welcome Center) and 1 railroad crossing on Green Rd at a cost of \$1,223.95. Mike Cliff seconded; all yes. There was a brief discussion about which crosswalks will be done. We will not be painting the one on Creek Rd going to the coffee shop. 7) Karl Brunell made a request for a quote from the County Engineer on the stop signs with flashing lights to satisfy a resident's inquiry. 8) Mike Cliff made a motion to accept Fiscal Officer, Sarah Patterson's resignation. Karl Brunell seconded; all yes. 9) Jim Branch made a motion seeking approval to be reimbursed for two online seminars offered by the Ohio Township Association in the amount of \$40. Mike Cliff seconded; all yes. One seminar deals with how Townships can support the expansion of broadband services and the other talks about applying to ODOT's Township grant program. 10) Jim Branch made a motion to have a foam gasket repaired on Engine 621 at a cost not to exceed \$2,000. Karl Brunell seconded; all yes. 11) Mike Cliff made a motion to go into executive session for personnel matters. Karl Brunell seconded. On the call of roll: Jim Branch, yes; Karl Brunell, yes; Mike Cliff, yes. 12) Karl Brunell made a motion to exit executive session. Mike Cliff seconded. On the call of roll: Jim Branch, yes; Karl Brunell, yes; Mike Cliff, yes. 13) Karl Brunell made a motion to hire a temporary Fiscal Officer at a rate to be determined. Jim Branch seconded; all yes. Mike Cliff clarified that we are looking for someone with UAN experience, they don't have to be a Kingsville resident, and they will just be taking on the role of

Fiscal Officer until the Board of Trustees can appoint someone to fulfill the Fiscal Officer's unexpired term. 14) Karl Brunell made motion to advertise for the position of Fiscal Officer to be appointed by the Board of Trustees in the Star Beacon on August 30th, September 1st, and September 4th with applications and resumes being due on September 10, 2021. The ad will reference our website for more details. Mike Cliff seconded; all yes.

PUBLIC COMMENTS: None

Karl Brunell made a motion to adjourn the August 25, 2021, regular meeting of the Kingsville Township Trustees. Mike Cliff seconded the motion; all yes.

Jim Branch, Chairman

Fiscal Officer



Kingsville Township Fire Department Meeting Report 08/25/2021

Departmental Updates:

- Runs to date (08/25/2021): +40 = 618
 - EMS - +34=505
 - Mutual Aid Provided-
 - Conneaut- = 9
 - North Kingsville- +8=146
 - Monroe - +1=41
 - Sheffield - = 12
 - Plymouth - +1=26
 - Ashtabula Township - 0
 - Ashtabula city - = 2
 - Total Mutual aid provided: 236
- Fire Station-
 - Pressure washed bay floors
 - Cleaned basement
 - Polished day room floor
 - Cleaned rear of bay 3
 - Reorganized electronics bench.
- Fire Inspections-
 - Inspected Grab n Go
 - Significant progress made
 - Inspected the First Baptist Church.
 - Significant progress made.
 - Montrose Kingsville
 - Third inspection.
 - Both Circle Ks have been inspected with re-inspections needed.



- Employee Matters-
 - Unremarkable.

- Schedule (Current)
 - Schedule is 95% full with ALS coverage 100%.

 - Recall / All Call - Unremarkable.
 - Overnight Shifts
 - Unremarkable.
 - After hours / Second out calls:
 - 6 total calls :
 - Provided M/A : 2
 - Needed M/A(only one responder from KFD) : 2

- Budget - 2021
 - Total EMS revenue: see attached(2021 EMS revenue)
 - Payment summary.

- Computer Aided Dispatch / MARCS
 - Radios to be reprogrammed tomorrow.

- OTARMA
 - Unremarkable.

- Emergency Reporting System/Health EMS/Apps
 - Implemented a new standard way to input training and events to better keep track of the CE and hours.

- Turnout Gear / Gear / apparel
 - Spoke with Boosters last night about patches or shirts that are pink for the month of October.

- Squad 619(First out)
 - Unremarkable.

- Engine 621
 - Foam pump- gasket rebuild kit is \$700.00 and will need to be completed at their facility
 - With labor it is estimated that the cost would be around \$1500.00



- Engine 611
 - OOS
- Squad 609(Reserve)
 - Turn light signal housing installed.
- Brush Truck 604
 - EVT replaced the leaking brake line, while under there noticed the rear lines are very rusty and would like to also replace those as well.

- EMS supplies -
 - Unremarkable.
- Medical oxygen -
 - Unremarkable.
- Knox boxes-
 - Working with AMHA to get the South Ridge Village Estates a central Knox Box with a master key for the apartments.
 - Have scheduled Coffee House to have theirs installed.
- Monthly Trainings-
 - Attended BLS instructor refresher.
 - Our EMS training and work night will be getting changed as UH consolidates training.
- ★ Departmental update-
 - EPA NOVs - I will need to forward yet another series of complaints to the EPA for 5905 Lake St in regards to early morning burning trash.
 - Donated \$30 basket for the benefit dinner/chinese auction of Amy Bernato(UH EMS Coordinator).
 - Updated our MABAS boxes with new references and contact numbers.
 - Going to be placing the unused VHF antenna on GOVDeals that has been in the salt barn at the road department.

- ★ **ACTION NEEDED-**
 - **Unremarkable.**

report ending 8/21/21 External Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Mike, me, Karl, Sarah

Mon, Aug 23, 2021, 12:52 PM

Good afternoon,

Since the last report, Scott used 8 hrs of sick time.

With all of the rain, the grass has been growing very well. Jim is trying to keep up. He tried mowing the Presbyterian Cemetery first, when he went up town on the 13th. By the time he got back to the park, there were people there sitting at the tables. He is concerned about something coming out from under the mower and hitting a person. He would like to continue to mow the park first thing. His usual day to mow up there is Friday, but some weeks he does it on Thursday, depending on weather and event schedules.

Brobst came and ground the stump in Lulu. Scott and Jim got the mess cleaned up and put down soil, straw, and grass seed. We checked the camera. It is working, but recorded nothing of interest.

On the 11th, a car ran off into the ditch that we cleaned for yard tile on Dibble. There was one piece of pipe damaged. The property owner is handling the situation.

We had a line of sight complaint on Cemetery Rd. We removed a brush line back to the right-of-way.

We have been working on Kingsbury West. We are trimming trees and have started clearing the end toward the river. We are leaving the wood chips and poles for use on the trail project. We also trimmed trees on Sheldon and Academy.

We installed a new riser and grate for a resident on Sheldon. At your instruction, they had purchased the materials.

We met with NES, their stabilization sub: Cem-Base, and the County Engineer's representatives on the 17th. There were some questions raised as we ironed out the details. As of now, stabilization is scheduled for Sept. 8-10. Paving will occur the following week. We talked with several residents about the use of water for the project. We have a 1st, 2d, and 3d option for water sources.

I did some roadside mowing with the John Deere and the brush hog.

We got a request for Speed Limit signs and Crosswalks in town. I contacted the Engineer's office. They said we could erect 25 MPH signs on Academy and School Sts. They provided us with a quote/purchase order for painting crosswalks on School and Creek. I think we would be better off to put them between the Library and the Simak Center and between the Library and the Park. We would also have to purchase and install the appropriate signage. Along with this, the County said we are required to have the road painted at the Green Rd. rail crossing. They included that in the quote, which is on the meeting table.

We are still waiting on parts for the boom mower. There was a delay from the manufacturer. I was told to expect them today or tomorrow.

The John Deere is fixed.

#16 had a hydraulic leak that we fixed.

The F550 and #16 went to Bulldog and were re-coated at a total cost of \$400. He suggested we have them touched up again in a couple of years, if they need it.

Scott got a new weed eater for the cemetery. I agreed with him. The units we have are 5 yrs old and have countless hours on them. The unit that was just repaired 3 weeks ago broke again last week. We kept it for parts.

The bucket truck is due for annual inspection.

We expanded the turn in the back driveway to allow for a wider swing approaching the fuel island from the east.

We reorganized the plastic pipe into a neater storage arrangement.

Yard waste was emptied 3 times.

Vacation totals have been fixed. Thank you!

My Deferred Comp is still in need of attention. The July 30 payment was recorded on Aug 9. As of this morning, there is no record of payment for the 13th. At the very least, a double payment should be made before this Friday. That would cover the 13th and 27th and only cost me about 45 days of interest since the first of June.

Thanks,
Chris

Kingsville Township Zoning Department

Zoning Report

August 10, 2021 August 23, 2021

Permits Issued:

- None

Warnings / Inquiries/Violations:

- Violation notice sent to DGDSJMJC LLC. for disabled vehicles @ 3017 W. Main St. (Unresolved)