

KINGSVILLE TOWNSHIP TRUSTEES REGULAR March 23, 2022

The March 23, 2022 regular meeting of the Kingsville Township Trustees was called to order by Mike Cliff, Chairman, followed by the Pledge of Allegiance. Mike Cliff made a motion to waive the reading of the February 23rd, 2022 meeting minutes and approve them as presented. Karl Brunell Seconded. All yes. Copies of the minutes were available.

CORRESPONDENCE: 1) Mike got an email from Mike Meaney advising that the Sheriff's Office issued a move out order for 5849 State Route 193. He is on vacation but hopes to be there on Tuesday to secure the property. Mike Cliff thought the township could be there to help clean up the property and help secure. 2) Mike also received an email from Mr. Lynch about 5849 State Route 193 and the trees in the park. 3) Mike got an email from Fred Pierce-Ruhland about Fox and Brydle Roads and soft spots on both. Mike said we have had the Engineer's Office look at it and NES will look at it when things dry up some more. He will respond to Mr. Pierce-Ruhland. 4) Mike received a letter from Dave Horton asking if there is anything the Zoning Commission can do to help in the lack of enforcement in zoning and there have been several complaints. The lack of enforcement makes them feel ineffective and they would like to assist. 5) Email from Donna Nelson from Growth Partnership and US EPA regarding guidelines for sewer systems. 6) Karl received a request from the Baptist Church to use the park.

FINANCIALS: Jim made a motion to pay the bills. Karl seconded the motion; all yes. Sharon advised that the check for the Mark's grant arrived in the amount of \$16,168.50 for the fire department and a check for the NOPEC grant in the amount of \$9,214.00. She said that NES has cashed the check for the road project and she has given the check to Jim in order to get the reimbursement.

DEPARTMENT REPORTS: Mike reported that since the last meeting there have been 40 calls, of which 35 were EMS bringing the total to 242. Eleven mutual aid calls to N Kingsville, 2 to Conneaut and one to Plymouth. Two after hours calls were responded to. Mike asked Sharon if the fire chief spoke to her about using the OTARMA grant to purchase a device for lifting and transporting patients. Sharon said it is all set up and the money was deposited last November. Mike called it a patient transfer device. Mike advised Sharon that the fire chief just sent over an amortization schedule and asked her if she would contact Andover Bank to confirm that the fire truck is paid off. Sharon confirmed payoff and said the only loan currently is with Northwest Savings Bank. Chris received a couple of applicants and added them to the pile and will look at them next week. Mike DeFazio reported that he sent a notice to the owner on Reed Road who didn't respond, and the Asst. Prosecutor wasn't too concerned. Zoning Commission member Dave Horton spoke up and expressed his concern about a lack of enforcement and procedures and wondered if there is something that can be done. The trustees explained that the bottle neck in the process has been the Prosecutor's Office. Ideas on how to work on these problems were discussed at length including using outside counsel to pursue problem properties. Mike Cliff made a motion to accept the department reports and attach them to meeting minutes. Jim seconded. All yes.

OLD BUSINESS: 1) Dave Horton mentioned that the Growth Partnership would be a good ally to help with the sewer project and see that it moves forward. Debbie McCumber asked how the sewer project is going and what it is for. Jim explained the process and said that right now, we are waiting for the feasibility study from CT Consultants. In the meantime, there is nothing we can do to move the project forward. Karl said that he spoke to Commissioner JP Ducro, who said the report should be in soon. The discussion on sewers continued. 2) Chris advised Sharon that the new Roadside mower is complete and she is mailing the check tomorrow. 3) Sharon updated the board about the state audit. The firm

auditing the 2019-2020 books sent a long list requesting more information to complete the audit. It has been quite difficult and time consuming locating the records because everything was disorganized. 4) She also advised the board that she has taken outdated records to be shredded securely. She has records retention schedule she got from Joann Clapp. 5) Lastly, she said she gave some materials to Chris and Mike DeFazio for their departments for better records keeping. 6) Karl asked Sharon about the upcoming levies. She said she has the information and will present it at the next meeting.

NEW BUSINESS: 1) Karl made a motion to allow Kingsville First Baptist Church to use the Township Park on September 11th for a concert from 2 to 8pm. Mike seconded. All yes. 2) Karl made a motion to have clean up day on Saturday, June 4th. Jim seconded. All yes. 3) Karl made a motion to purchase 180 tons of salt. Mike seconded. All yes. 4) Karl made a motion for the fire department to use the OTARMA grant to purchase a patient transfer device not to exceed \$1,600.00. Mike seconded. All yes. 5) Sharon got a request from Ashtabula County Developmental Disabilities to use the park on April 7th for an Easter Egg Hunt beginning at 3 pm. Mike made the motion to approve. Jim seconded. All yes. 6) Mike Cliff announced that there will be no lawn sale this year but will look into it for next year. 7) The board and Chris agreed to have a work session on the roads and a cleanup of the building and property by the school on Tuesday, March 29th beginning at 7:30am. Chris to pick up materials to board up the building. Second by Jim. All yes. 8) Sharon asked the board if they wished to purchase flowers from Ashcraft for the urns in the park. Mike made a motion to purchase flowers for the 6 urns at a cost of \$45 per urn. Second by Karl and all yes.

PUBLIC COMMENTS/CONCERNS: With no one in the public wishing to speak, the board brought up the new trees in the park. Chris thought there are two soft maples, 2 red oaks, a hybrid elm and a burr oak. Options of what to do were discussed. Jim made a motion to get two hard maples to replace the soft maples in the park and transplant them in the cemetery. Mike seconded. Jim-yes, Mike-yes, Karl-no. Sharon brought up a new gazebo and where would it be built in the park.

Mike Cliff made a motion to adjourn the March 23, 2022 regular meeting of the Kingsville Township Trustees. Karl Brunell seconded the motion; all yes.

Michael Cliff, Chairman

Sharon Huey, Fiscal Officer



Kingsville Township Fire Department Meeting Report 03/23/2022

Departmental Updates:

- Runs to date (03/23/2022): +40 = 242 → on 03/24/2021 we had 156 incidents to date.
 - EMS - +35=205
 - Mutual Aid Provided-
 - Conneaut- +2 = 12
 - North Kingsville- +11=48
 - Monroe - =4
 - Sheffield - =8
 - Plymouth - +1=4
 - Pierpont - =1
 - Ashtabula Township - 0
 - Ashtabula city - = 0
 - Total Mutual aid provided:+14=75
- Fire Station-
 - Washed the front and rear pad of salt and dirt from roads
 - Cleaned bay floors
 - Polished day room floor
- Fire Inspections-
 - Unremarkable.
- Employee Matters-
 - Unremarkable.
- Schedule (Current)
 - Schedule 100% full with ALS coverage everyday.
 - Next shift sign ups will be sent out on 03/25

 - Recall / All Call - N/A.



- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 2 total calls : 2 handled internally
 - Provided M/A : 1
 - Needed M/A(only one responder from KFD or HBOA) : 1
 - 2nd out calls: 0
 - 2nd out calls HBOA: 0
- Budget - 2021
 - Total EMS revenue: see attached(2022 EMS revenue)
 - Payment summary
- Computer Aided Dispatch / MARCS
 - MARCS grant 2022 - Money to be deposited into account, awaiting radio procurement.
- OTARMA
 - Followed up with the 2021 grant, discovered we were awarded the \$1,500.00 for EMS equipment
 - Follow up with the Fiscal Officer to determine if that was deposited and if not I will contact the grant manager to void that check and send a new one to the correct location.
- Emergency Reporting System/Health EMS/Apps
 - Unremarkable.
- Turnout Gear / Gear / apparel
 - Unremarkable.
- Squad 619(First out)
 - Power washed and detailed.
- Engine 621
 - unremarkable.
- Engine 611
 - OOS
- Squad 609(Reserve)
 - Unremarkable.



- Brush Truck 604
 - EVT is replacing front brakes, hardware and brake lines from front to back.

- EMS supplies -
 - Unremarkable.
- Medical oxygen -
 - Received O2 tanks as requested.
- Knox Boxes -
 - Have a request from a resident that would like a Knox Box for his own house.
 - Looking into the options he will have for the residential boxes.

- Monthly Trainings-
 - EMS training at UH completed
 - Fire training - next month's topic is ventilation.
- ★ Departmental update-
 - Updated Tricare certification with Medicount for Ambulance billing.
 - Updated our SurgeNet OHTRAC account.
 - Applying for the 2022 OTARMA grants.
 - This will replace our old reflective vests with new ones that have built in LED strip lights.

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

report ending 3/19/22 Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Mike, Karl, me, Fiscal

Mon, Mar 21, 2022, 1:24 PM

Good afternoon,

Since the last report, I used 0.75 hrs of comp time, leaving me a balance of 117.63. I worked 12.5 hrs of OT. Jim worked 8 hrs of OT. All time was taken as pay.

Jim and I plowed snow and/or salted on the 12-14th. We used about 11 tons of salt.

More salt has been ordered and is due to come in tomorrow. The balance of our contract has to be taken soon. The 2022-23 salt contracts are being accepted already. I suggest we order 180 tons for next year. The contract is on the meeting table.

Jim has started working in the Cemetery. We will be removing artificial and prohibited decorations starting April 4th. We will keep those items for 30 days, in case anyone would like to have them back.

We had a discussion about indigent burial. I informed Czup Funeral Home that we would not be paying the bill they submitted. I sent them the amended policy and application for future reference.

I met with NES and a representative of the County Engineer on Fox Rd., last Thursday. NES will contact their sub, Cem-Base, and make a plan of action to repair the road. We may still need to contribute to the repairs, once the cause is determined, but NES has taken the lead to have it repaired.

We temporarily fixed a wash out in the berm on Arbor. The crosspipe in that location will need to be replaced.

I have made some inquiries about chip seal, MC-70, or other options for multiple roads. Both Kingsburies are coming apart. They only had a layer of MC-70 on them in 2020, and nothing in 2021. Do you want to have a work session to tour the roads and discuss their conditions?

The stone bid should have been in the paper by now. Responses are due by 7:00 pm on April 13. Kinder Morgan has requested a copy of the results.

The John Deere tractor and new mower are back from MoTrim. We had an immediate issue with oil leaking from a pump seal. MoTrim has since come here and replaced the pump. I consent to paying the invoice for the mower now.

Plow trucks and the loader were rinsed.

We have continued to clean and reorganize in the shop. We got our pallet racking. I hope to put it up later this week when it's raining.

I have worked on pricing our inventory for the insurance update. I have not finished yet.

I spent some time sorting old files from the clerk.

We hosted the Township's AFLAC open enrollment meeting. 3 people attended.

As of today, I have 1 resume for the CDL/laborer position, 1 for the seasonal position, and 1 for "I need a job and will take anything you are offering."

Yard waste was emptied one time.

We should consider Clean-up Day. We have been doing the first Saturday of June. This year would be the 4th, from 8 am- noon.

Thank you,
Chris Bradek
Superintendent
Road, Park, and Cemetery Depts.
440-224-2377

Kingsville Township Zoning Department

Zoning Report

March 8, 2022 - March 21, 2022

Permits Issued:

- #808 Issued to Sara Patterson @ 3641 Creek Rd. for an accessory use (swimming pool).
- #809 Issued to Sara Patterson @ 3641 Creek Rd for an accessory use (pool house).

Warnings / Inquiries/Violations:

- Garbage, refuse, and other debris @ 5849 St. Route 193. (Ongoing).
- Garbage, refuse, junk, and other debris @ 6769 Reed Rd. (Unresolved).