

## **KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING October 26, 2022**

The October 26, 2022 regular meeting of the Kingsville Township Trustees was called to order by Mike Cliff, Chairman, followed by the Pledge of Allegiance. Mike made a motion to waive the reading of the September 26, 2022 meeting minutes and approve them as presented. Jim seconded the motion. All yes. Copies of the minutes were available.

**FINANCIALS:** Sharon reported that there were no transfers and that all bills have been paid. Mike made a motion to pay the bills. Jim seconded the motion; all yes. Karl asked Sharon if when the Trustees made a motion for findings by the State Auditor's Office, is there anything else they need to do? Sharon advised the Trustees that when typing those minutes, she inadvertently left out that motion. A new motion and vote will have to be done. Further, she advised the Trustees that Catherine Colgan is no longer with the Prosecutor's Office.

**CORRESPONDENCE:** 1) Jim was contacted by a resident about the drop off at the S/W corner of Donna Drive and Route 84, wondering if it could be tiled and filled so it wouldn't be so steep. The Trustees and Chris discussed possibilities with the understanding that it is in ODOT's jurisdiction. Chris to approach ODOT about what could be done. 2) Mike got an email from Scott Baker with the Masonic Lodge saying they are hosting a pancake breakfast and asked if it could be put on the sign in the park 3) Sharon reported that US Bank has raised everyone's limit to \$30,000 for their Township credit cards.

**OLD BUSINESS:** 1) Jim reported on the OPWC grant for Buie Road that we did not make the first round, but hopefully the second round. We're going forward under the State Capital Improvement Grant through OPWC. The County Engineer's Office recommended getting a small loan might help our chances of getting the grant. They suggested a \$23,000 loan which would be 10% of our share of 50% of the total project cost of \$460,000. The loan would be through OPWC at 0% interest. The Board discussed different options. Sharon will certify resources for \$230,000 plus \$23,000 for a loan. Sharon will scan and email the certification to the Board and give the original to Chris. 2) The Board discussed the Street Lighting Assessment and decided to keep it the same for now. 3) The Trustees reviewed the plans for the second-floor office in the garage as submitted to the County Engineer. 4) The Trustees asked Dave West about the status of the plans for the fire station. He reported that they are in process.

**NEW BUSINESS:** 1). Jim reported the KIRC Committee met on Monday. Fred Pierce-Ruhland brought up the numbers to show what the assessments would be. By November 15<sup>th</sup> we will hear if Ohio EPA will fund the study. Jim and the Board discussed at length various factors considered for establishing assessments. 2). Jim made a motion to pass Resolution 2022-08 to prepare and submit an application to Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program to execute contracts as required. Second by Mike Cliff. At the roll call. James Branch-yes. Karl Brunell-yes. Michael Cliff-yes. Motion carried. 3) Jim made a motion to pass Resolution 2022-09 authorizing Michael Cliff for the Small Government Capital Improvement Grant. Second by Mike. At the roll call. James Branch-yes. Karl Brunell-yes. Michael Cliff-yes. Motion carried 4) Mike made a motion to accept the department reports and attach them to the minutes as addendums. Seconded by Jim. All yes. 5) The boiler problem was discussed. Have, Inc. wants \$3,000 to repair and Ziegler will repair for \$350-\$400 plus \$90 for parts. Ziegler submitted a quote of \$1,025 per year to maintain the three systems in the garage. Karl made a motion to approve a maintenance agreement annually with Ziegler for \$1,025 annually. Seconded by Mike. All yes, 6) Karl made a motion to approve repairs to Unit 609 not to exceed \$4,000. Second by Mike. All yes. 7) Mike made a motion to approve the County EMA Agreement for \$67.11.

Seconded by Jim. All yes. 8) Sharon advised the Trustees that she will need to go on the insurance on January 1<sup>st</sup> until the end of May as her husband is retiring. 9) Mike Cliff made a motion to go into executive session with Dave West to discuss employment and pay. At the roll call. James Branch-yes. Karl Brunell-yes. Michael Cliff-yes. Motion carried. 10) Mike Cliff made a motion to return to session with Dave West to discuss employment and pay. At the roll call. James Branch-yes. Karl Brunell-yes. Michael Cliff-yes. Motion carried. 11) Mike Cliff made a motion to give back pay to Dave West because of a clerical error made when he was hired as fire chief in June of 2021. Jim seconded. All yes. 12) Mike made a motion for Ron McVoy to serve as Kingsville Township's proxy at the annual NOPEC General Assembly meeting in November. Jim seconded. All yes.

**PUBLIC COMMENTS/CONCERNS:** Karl Brunell asked if we could install a guard rail at the north end of Cemetery Road. Chris Bradek said we would need the approval of the County Engineer.

Mike made a motion to adjourn the October 26, 2022 regular meeting of the Kingsville Township Trustees. Jim Branch seconded the motion; all yes.

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Mike Cliff, Chairman

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Sharon Huey, Fiscal Officer



## Kingsville Township Fire Department Meeting Report 10/26/2022

### Departmental Updates:

- Runs to date (10/26/2022): +43 = 866
  - EMS - +35=720
  - Mutual Aid Provided-
    - Conneaut- = 34
    - North Kingsville- +6=186
    - Monroe -+3 =20
    - Sheffield - +2 =28
    - Plymouth - =30
    - Pierpont - =1
    - Ashtabula Township - =1
    - Ashtabula city - = 2
  - Total Mutual aid provided:+11=301
- Fire Station-
  - Front of station washed for saturday
  - Bay floors power washed
  - Lockers cleaned
  - Day room floor waxed.
- Fire Inspections-
  - Reinspection at Kelm
    - L&L
    - 84 Video
    - AG research facility
- Employee Matters-
  - Unremarkable.
- Schedule (Current)



- Schedule 99% full with ALS coverage everyday.
  - Downstaffed for 6 hours, D/T illness.
  - 4 of the 6 hours were filled by off duty personnel.
- Next shift sign ups have been sent out and will be completed on Monday.
  
- Recall / All Call - NA
- Overnight Shifts
  - Unremarkable.
- After hours / AUX / Second out calls:
  - 1 total calls : 0 handled internally
  - Provided M/A : 0
  - 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
  - Unremarkable.
- OTARMA
  - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
  - Unremarkable.
- Turnout Gear / Gear / apparel
  - Submitted an apparel order to Sports&Sports.
    - Awaiting delivery.
- Squad 619(First Out)
  - Unremarkable.
- Engine 621



- Will need to be sent out for service of the air brake system due to leak.
- Engine 611
  - OOS
- Squad 609(Reserve)
  - Will be sent out to CTS for fuel tank leak
  - EVT checked the codes and there are alternator issues they will also look into.
  - Transmission sensor also needing replaced.
- Brush Truck 604
  - PM completed, no issues.
  
- EMS supplies -
  - Unremarkable.
- Medical oxygen -
  - Order placed.
- Knox Boxes -
  - Unremarkable.
  
- Monthly Trainings-
  - 10/18 - EMS
- ★ Departmental update-
  - UH replaced our IO drills with new ones and they have been placed in service.
  - Received a new application for FF/EMT // I will be scheduling an interview when able.
  - Coordinated with ACSO Dispatch to establish a new nature code for incidents.
  - Scheduling an account review with Spectrum Enterprises to see if I can adjust our package/rates.

**ACTION NEEDED-**

- **Approval for repairs on older ambulance for the cost of \$3474.05.**

report ending 10/22/22 Road Department



**Chris Bradek** <chris.bradek@kingsvilletwp.org>  
to Mike, Karl, me, Fiscal

Mon, Oct 24, 2022, 9:18 AM

Good morning,

In the last two weeks, I have used 4 hrs of comp time, 2 vacation days, and 2.5 hrs sick time for a doctor's appointment. My comp balance is 88.63 hrs, as of the last pay.

Both Jim and DJ have been mowing and mulching leaves in the cemetery, the yard around the garage, park, ect. Two graves were sold.

I have been working on the OPWC paperwork for Buie Rd. I'll have two sets ready for the meeting. After talking to the County, we missed the primary funding. However, we are completing the application, in case more money comes available. The second set is for secondary funding through the small government program. The County suggested that we include a token loan as a part of this application to increase our chances of securing funding. As such, I entered a loan amount of \$30,000 in the application. This loan would come from OPWC and be at 0.0% interest. We are not obligated to take the loan, but we would be responsible for \$260,000 of the estimated \$460,000 construction cost.

Mark from Sheffield, Jim, DJ, and I completed the asphalt patches over the pipes on Priest, Smallwood's driveway, and Arbor. I reached out to Hamilton Paving about Brydle and got no response.

We had multiple reports of Kingsbury West flooding. Mr. Gruey reported water running into and flooding his barn. The culvert under the old access road into Nelson's was plugged. We got water to flow through it, but it wasn't enough to fix the problem. With the help of Tom Nelson, the pipe was removed. We still have some cleanup to do. Due to the flooding, there was some minor damage to the Lulu Falls Trail. We will address that in the spring. At this time, the trail is still able to be used.

Suit-Kote is shutting down their crack sealing crew for the year. We are first on next year's list. Because we were already on the books, I was told they will hold the price for the completion of Creamer and Buie.

The grader is back together.

I had to repair some lights on 05. The spreader is mounted on 05.

We needed some Kubota parts for one of the mower decks. Nothing big, but it took a week to get them.

The sediment filters on the fuel island tanks were changed.

HAVE finally got me a quote to repair the boiler. HAVE's service tech broke a bolt off in the top of the heat exchanger. They want to replace the entire top plate and all the components that are mounted in it. They said the bolt broke because the unit had not been maintained properly. The man who originally installed the boiler now works for another company. He told me that as a part of the installation, we had a service and maintenance contract with HAVE. I asked Sharon to check the files for this contract. She called HAVE, who then denied that a contract existed. That gets them off the hook for the lack of maintenance, but they still broke it. It also means that we can get anyone we want to work on it. Zeigler is not an option. I've called 3 times and talked to the secretary, but never got a return call. HAVE wants \$2750.00, parts and labor, for the repairs. Totally unacceptable! All of those parts from Active are around \$600. The service tech thought we only needed a flame sensor and ignitor. Those can be bought for less than \$80. I've got a call into Famous, where the boiler came from, as well as two other companies who work on boilers, since we are not under contract. After the original diagnosis, I changed the high limits in the system from 165 degrees to 200 degrees and we aren't having any more issues with the unit going into shutdown mode. My current thought is to purchase the flame sensor and ignitor from Active. Then tell HAVE, you broke it, you fix it!

I have not taken the building plans to the County yet. Dave Payne is making revisions. He has the electrical schematic finished also. Those should be ready today or tomorrow.

Yard waste was emptied 6 times.

Thank you.

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

# **Kingsville Township Zoning Department**

## **Zoning Report**

**October 11, 2022 - October 24, 2022**

### **Permits Issued:**

- None

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

- None