

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING November 9, 2022

The November 9, 2022, regular meeting of the Kingsville Township Trustees was called to order by Mike Cliff, Chairman, followed by the Pledge of Allegiance. Jim made a motion to waive the reading of the October 26, 2022 meeting minutes and approve them as presented. Mike 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. Karl seconded the motion; all yes.

CORRESPONDENCE: 1) Dave Payne presented the plans for the upstairs and the invoice. He reviewed the plan's details with the Trustees. They also discussed briefly the proposed fire department project. 2) Jim was contacted by Tim Martin who asked if we need an estimate for the garage project. Jim asked him to split up the estimate between framing, electric and plumbing, and finish work. This will help us determine if we need to put it out for bid. 3) Jim said he was contacted by Beth Reed who offered to donate a live Christmas Tree for the gazebo. He informed her that we have an artificial one, but that he would put the offer out there. 4) The Trustees were contacted about the telephone building asking if it is connected to sewer, they were advised it is on septic. 5) Fred Pierce-Ruhland emailed information to the Fiscal Officer, asking that it be read into the minutes. They have been attached to the minutes.

DEPARTMENT REPORTS: Mike made a motion to accept the Department Reports and attach them to the Minutes as addendums. Seconded by Jim. All yes. D.J. Page is part time with the road department and could help out if needed for the Fire Department in an emergency situation if Dave can arrange his pay schedule. Brydle Road is complete. Karl asked Mike DeFazio about storage tents and how far they have to be off of the road referring to a residence on Dibble Road.

OLD BUSINESS: 1) Jim reported that the NOPEC grant application has been submitted and they will decide how to use it at the next meeting. 2) Jim reported that Levi Roesch dropped off a load of free mulch down by the trail. Sharon will send a thank you card to him. 3) Jim wanted to thank the voters for approving the cemetery levy. 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). Mike made a motion to pay Mark Hoffman, PE \$892.00 for Engineering and Design Service for the Township Garage upstairs project. Seconded by Jim. All yes. 2). Mike made a motion to pay Randy Fobell, PE for electrical design. Karl seconded. All yes. 3) Karl made a motion to hire D.J. Page to the Aux. Fire Department and Austin Hungerford to the part-time Fire Department. Mike seconded, all yes. 4) Karl made a motion to pursue the findings of the State Auditor's Office and litigation against the former Fiscal Officer. Seconded by Jim. All yes. 5) Mike made a motion to renew the annual generator maintenance agreement with Shepp Electric for the Township Garage and the Fire Department. Seconded by Jim. All yes. 6) Mike made a motion to go into Executive Session with Dave West for a personnel matter related to hiring, firing and wages. Jim Branch seconded. Roll call: James Branch – yes, Karl Brunell - yes, Michael Cliff – yes. Motion passed. 7) Mike made a motion to adjourn Executive Session with Dave West for a personnel matter related to hiring, firing and wages. Jim Branch seconded. Roll call: James Branch – yes, Karl Brunell - yes, Michael Cliff – yes. Motion passed. 8) Mike made a motion to pay not to exceed \$900 for James Batanian to obtain his advanced EMT accreditation subject to Plymouth Township paying their portion and that he agrees to work part-time with Kingsville for a minimum of two years. Second by Jim. All yes.

9) The Trustees reviewed the proposal from Ziegler Heating with three options. No final decision was made. 10) Karl asked Chris if the road department could install a 36 inch catch basin or gravel at the end of the pipe on his property.

PUBLIC COMMENTS/CONCERNS: None

Mike made a motion to adjourn the November 9, 2022 regular meeting of the Kingsville Township Trustees. Jim Branch seconded the motion; all yes.

Mike Cliff, Chairman

Sharon Huey, Fiscal Officer



Kingsville Township Fire Department Meeting Report 11/09/2022

Departmental Updates:

- Runs to date (11/09/2022): +48 = 914
 - EMS - +37=757
 - Mutual Aid Provided-
 - Conneaut- +3 = 37
 - North Kingsville- +9=195
 - Monroe - =20
 - Sheffield - =28
 - Plymouth - +4=34
 - Pierpont - =1
 - Ashtabula Township - =1
 - Ashtabula city - = 2
 - Total Mutual aid provided:+16=317
- Fire Station-
 - Leaves blew out of bays
 - Air Compressor moisture collector repaired
- Fire Inspections-
 - Reinspection at Kelm
 - Passed with corrections made
- Employee Matters-
 - See action items.
- Schedule (Current)
 - Schedule 99% full with ALS coverage everyday except for one Sunday.
 - Next shift sign ups have been sent out on 11/17.



- Recall / All Call - NA
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 3 total calls : 0 handled internally
 - Provided M/A : 0
 - Needed M/A(only one responder from KFD or HBOA) : 3
 - 2nd out calls: 1
 - 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)
 - Everything completed and fully back in service



- Brush Truck 604
 - Water pump was sent to Kray's for service
 - Cleaned carb
 - Replaced spark plug
 - Changed oil

- EMS supplies -
 - Unremarkable.
- Medical oxygen -
 - Received order.
- Knox Boxes -
 - Unremarkable.

- Monthly Trainings-
 - 11/12 - live fire training with PTFD
- ★ Departmental update-
 - I would suggest to lower the bill we terminate the TV services and only use the 3rd party apps we have on the TV itself.
 - Spoke with the leader of the CISM team about doing a presentation during a training night for surrounding departments.
 - Will be attending live fire training at the Geneva Burn Tower with Plymouth FD.
 - Performed a fire drill at KELM with SRO.

ACTION NEEDED-

- **Motion to hire:**
 - **Austin Hungerford, FF/EMT for part time employment.**
 - **Dennis John Page, EMT for Auxiliary he will be going to Fire Academy soon.**

report ending 11/5/22 Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Mike, Karl, me, Fiscal

Mon, Nov 7, 2022, 8:07 AM

Good morning,

In the last two weeks, I have used 12 hrs of comp time, 1 vacation day, and 2 hrs sick time for a doctor's appointment. My comp balance is 78.63 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. There was a cremation burial on the 24th.

OPWC paperwork for Buie Rd. was submitted to the County. We were missing one form that Sharon sent in by email.

We cut some berm on Brydle in preparation for the paver patches. The County postponed the paving on Brydle Rd., Friday. They are supposed to be here today.

Cleanup from the culvert removal on Kingsbury West was done.

We fixed the STOP sign at Wright and Priest.

We added dirt to Brunell's yard and got it graded. In the spring, we'll add top soil and seed.

I helped Sheffield out for half of a day on Friday.

Parts were ordered for the boiler from Active. They should be in this week. Zeigler will install.

Zeigler made suggestions and provided pricing for upgrades to our HVAC with relation to the 2d floor. The least expensive way is to add the ductless heat pump upstairs. Although, they recommend adding the heat pump to the clerk's office and zoning the other areas. No decision is needed at this point. This will all be a part of the project.

I took the plans to the County for an estimate. They had questions that I couldn't answer. Tim Martin said he would call Jim Branch.

Yard waste was emptied 13 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 25, 2022 - November 7, 2022

Permits Issued:

- None

Warnings / Inquiries/Violations:

- None