

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING January 11, 2023

The January 11, 2023 regular meeting of the Kingsville Township Trustees was called to order by Karl Brunell, Chairman, followed by the Pledge of Allegiance. Mike made a motion to waive the reading of the December 28, 2022 meeting minutes and approve them as presented. Jim seconded the motion. All yes. Copies of the minutes were available.

PUBLIC COMMENTS/CONCERNS: None

FINANCIALS: Sharon reported that all bills are paid and there were no transfers. Mike made a motion to pay the bills. Karl seconded the motion; all yes. Sharon reported that OTARMA amended their insurance premium from \$19,880 to \$16,923. She also reported that she got a credit card for Tony Zuccaro with a credit limit of \$2,000.

CORRESPONDENCE: 1) Mike reminded everyone of the monthly Township Association meeting on January 19th at the County Home. The County Treasurer will be speaking about Star Ohio which offers investment opportunities for public entities. 2) Mike got an email from representatives from the National Accounting Educational Service Center saying they would like to do a presentation for us. 3) Jim received correspondence from Hiram Lynch about a wire down in front of his house asking if we could help identify whose it is. 4) Mike received an email from Jeff Griffiths with the City of Geneva saying they may offer a class on tree care. 5) Karl got an email from his wife saying she spoke to Joyce Carpenter who wanted to thank the Fire Department for a good response for her husband.

DEPARTMENT REPORTS: The Board discussed trying to be released from our salt agreement, as we do not have room to store any more. Fire Department runs to date total 26, EMS calls, 26, Mutual aid calls 9. Final run statistics for 2022. Total calls 1,059, 870 EMS calls, 375 mutual aid calls. Mike made a motion to approve the department reports and attach them to the minutes. Karl seconded. All yes.

OLD BUSINESS: 1) Karl opened the Arbor Drive project up for discussion. 2) Also, the Board discussed the upstairs office project.

NEW BUSINESS: 1) Karl made a motion to allow Chris to research and purchase 14 new Kingsville signs. 2nd by Mike. All yes. 2) Karl made a motion to approve unit 619 to be repaired at Countryside for a cost not to exceed \$3,300. 2nd by Mike Cliff. All yes. 3) Karl made a motion to appoint Mikayla Searles (Arcaro) to EMS Lieutenant. 2nd by Jim. All yes. 4) Karl made a motion to purchase a catch basin for Arbor Drive at a cost not to exceed \$800. Seconded by Mike. All yes. 5) Mike made a motion to require Department Heads to submit employee time cards to the Fiscal Officer for review and then to the Trustees at the time of signing payroll checks. 2nd by Karl. All yes. 6) Mike made a motion to pay the OTARMA invoice for \$16,923. 2nd by Karl. All yes. 7) Jim made a motion to approve Karl Brunell and Mike Cliff to attend the OTA Winter Conference and the Township will cover the cost. 2nd by Karl. All yes. 8) Chris asked the Board what they think about concrete picnic tables. Sharon said she is not in favor of them. Mike brought up composite ones that look like wood. Different options were discussed, but it was decided to table it for now.

Karl made a motion to adjourn the January 11, 2023 regular meeting of the Kingsville Township Trustees. Mike seconded the motion; all yes.

Karl Brunell, Chairman

Sharon Huey, Fiscal Officer



Kingsville Township Fire Department Meeting Report 01/11/2023

Departmental Updates:

- Runs to date (01/11/2023): +31 = 31
 - EMS - +26=26
 - Mutual Aid Provided-
 - Conneaut- +1 = 1
 - North Kingsville- +6=6
 - Monroe - =
 - Sheffield - +1=1
 - Plymouth - =1
 - Pierpont - =
 - Ashtabula Township - =
 - Ashtabula city - =
 - Total Mutual aid provided:+9=9
- Fire Station-
 - Bays cleaned
 - Day room detailed
 - Bathroom detailed
 - Kitchen detailed
- Fire Inspections-
 - unremarkable.
- Employee Matters-
 - Unremarkable.
- Schedule (Current)
 - Schedule 100% full with only two Saturday's BLS for 8 hours.
 - Next shift sign ups will be completed on 01/19.



- Recall / All Call - NA
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 2 total calls : 2 handled internally
 - Provided M/A : 0
 - Needed M/A(only one responder from KFD or HBOA) : 1
 - 2nd out calls: 3
 - 2nd out calls HBOA: 1
- Budget - 2021
 - Total EMS revenue: see attached(2023 EMS revenue)
 - Payment summary
- Computer Aided Dispatch / MARCS
 - Unremarkable.
- OTARMA
 - Submitted the MORE and Fire grant towards \$1,500.00 towards PPE.
 - Confirmed it was received and awaiting if granted.
- Emergency Reporting System/Health EMS/Apps
 - Unremarkable.
- Turnout Gear / Gear / apparel
 - Unremarkable.
- Squad 619(OOS)
 - While on a call during a winter storm crew had an issue with the truck going into limp mode.
 - Issue resolved once back at the station but EVT diagnosed a DEF heater code when scanned.
 - Next call a hydraulic line for a liquid ride suspension blew.
 - Squad sent down to CountrySide for service - See action items below.
- Engine 621
 - Will need to be sent out for service of the air brake system due to leak.(PENDING)



- Engine 611
 - OOS
- Squad 609(First Out)
 - Unremarkable.
- Brush Truck 604
 - Unremarkable.

- EMS supplies -
 - Ordered two new cot batteries.
- Medical oxygen -
 - Will be ordering O2. .
- Knox Boxes -
 - Unremarkable..

- Monthly Trainings-
 - 01/03 - Fire training
 - No EMS training in JAN.
- ★ Departmental update-
 - Strategic plan drafts completed and a final will be sent out to everyone and Will, will review.
 - ISO rating/grading time has come again, I will be scheduling with the ISO rep.
 - Purchased two new cot batteries, did use EMS grant money to buy one of them.
 - Reviews of OTARMA coverage, appears needed items have been changed to replacement cost.
 - FIRE RECOVERY USA - in total have received \$19,404.64 with \$5,859.39 in progress.
 - Provided fiscal officer with an updated roster.
 - 01/11 - Boy Scout Troop 11 came to the station for a tour and presentation.
 - 2022 RUN STATS - total calls: 1059 EMS: 870
 - Mutual aid provided:
 - Conneaut - 44
 - North Kingsville - 224
 - Monroe - 29



- Sheffield - 36
- Plymouth - 37
- Pierpont - 1
- Ashtabula TWP - 2
- Ashtabula City - 2

ACTION NEEDED-

- **Approval for repairs on Ambulance 619- as discussed above, there is a DEF heater that needs replacing and a hydraulic line for the liquid ride suspension.**
- **Also, they found the rear brakes to be about 10% and would recommend they be replaced.**
 - **Estimate \$3225.33**
- ★ **Following the Strategic plan for command structure, I would like a vote to promote Mikayla Searles to the rank of EMS Lieutenant.**
 - **Mikayla is active on night calls and is currently filling the C shift dependable position.**
 - **I believe this will not only create more organizational aspects but increase the leadership within the department.**



2023 WAGES AND SALARIES

Board of Trustees,

You will find below the compensation that surrounding departments allocate to their part-time staff as well as projected run numbers so that we can better analyze the statistics for the possibility of increasing the pay for 2023.

<u>Department</u>	<u>BLS</u>	<u>ALS</u>	<u>RUN VOLUME(approx)</u>
Ashtabula Township	x	\$18	1900-2000
Conneaut	\$15.75	\$18.30	2900
CCAN	\$16.42	\$19-20	-----
Geneva FD	\$19.32 as an Engineer		560 Fire only
Jefferson Rescue	\$15.30	\$18.15	1250
Plymouth	\$16	\$18	500
Monroe - Sheffield	\$16	\$18	450
Pierpont	\$16	\$18	350
Northwest AMB Dist.	\$17.50	\$21.50	3500
North Kingsville	\$15.00	\$18.00	500
Saybrook FD	\$17.75	\$19.25	1800
Current KTFD	\$15.50	\$18	1000(1059 in 2022)

Given the above information, I would like to open the discussion for an increase in wages for our part-time employees.

Thank you for your time and consideration.

report ending 1/7/23 Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Mike, Karl, me, Fiscal

Mon, Jan 9, 2023, 1:45 PM

Good afternoon,

In the last two weeks, I have earned 16.5 hrs of comp time. My comp balance is 47.13 hrs, as of this pay.

We plowed/salted on the 25th-27th. Jim had 11 hrs of OT plowing snow. I had 11 hrs of OT converted to comp. We used about 6 tons of mix.

We had several driveways and a cross pipe that were not draining after New Year's. We got them all opened up. Most of the issues were just leaves blocking the end of the pipes.

The County called back about Arbor. They said the end of the 36" cross pipe is out of the right-of-way on Cliff's side of the road. On Kirk's side, they had several ideas, depending on what direction you chose to go. The cheapest and easiest thing to do is remove the current catch basin, the concrete pipe, and the galvanized pipe in the right-of-way. Then add about 5' of 36" plastic pipe coming out from under the road and make the rest open ditch. If you choose to install a new precast box, it should go in the same spot and then stub out 24" plastic pipe into the ditch line coming from the pond overflow, but not past the edge of the right-of-way. Another option would be to remove what is there and add a longer length of 36", tying in the existing drains without a catch basin. As it stands, the current catch basin, or a future precast catch basin, only serves as a junction box. No water would go into the top of them, except as an emergency overflow. Currently, Kirk's yard acts as a retention basin to allow for slower drainage. If anyone was to ever tie the pond overflow into the cross pipe and cover the ditch completely, the elevation of the yard would need to be raised significantly and that retention capability would be lost. The County's suggestion is that since Mr. Kirk installed the current catch basin and tile in the right-of-way, he should liable for the cost of replacement materials. They can draw up prints if we would like, once we have a plan of action. I did ask them to go back and stake the right-of-way, so we can visualize the project. As of this morning, that has not been done.

Plow trucks and the loader were emptied and washed. Maintenance was completed on the F550, #16, and 992. Maintenance was started on the grader.

I went to Ashtabula City with the bucket truck for 3 hrs to give them a hand.

Where are we at with the second floor build? Are we going to be our own General? Should I start getting quotes on the framing and mechanicals?

Thanks.

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Chris Bradek

Superintendent

Road, Park, and Cemetery Depts.

440-224-2377

Kingsville Township Zoning Department

Zoning Report

January 1, 2023 - January 9, 2023

Permits Issued:

- None

Warnings / Inquiries/Violations:

- None