

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING January 25, 2023

The January 25, 2023 regular meeting of the Kingsville Township Trustees was called to order by Karl Brunell, Chairman, followed by the Pledge of Allegiance. Karl made a motion to waive the reading of the Organizational Meeting minutes and the January 11, 2023 meeting minutes and approve them as presented. Mike seconded the motion. All yes. Copies of the minutes were available.

FINANCIALS: Sharon reported that 2022 year-end is complete as of the 23rd and will be published two times in the paper starting today. W-2s and 1099s were mailed on the 19th. She also reported that she will make corrections to the account funds as instructed by the audit, and the Trustees have copies of the funds showing the differences. She explained that the reason for large differences in some of the funds is that the checking account was not balanced and some deposits were not posted to the right funds and lastly, some payments were posted in the wrong funds. Karl made a motion to pay the bills. Mike seconded the motion; all yes.

CORRESPONDENCE: 1) Jim was contacted by ODOT who advised that they are doing two culvert replacements on Route 84 this year that will require detours. 2) Jim was contacted by Charlotte Kister about a group home and what our zoning requirements are and he got back to her. 3) Jim received an email from Fred Pierce-Ruhland asking if the Township would inquire about doing a TIF for the Sewer project. 4) Jim was contacted by Stacy Long with Leadership Ashtabula about us having a presence at their session pertaining to local government and talking about Townships. Mike will attend which will be at the MRDD offices.

DEPARTMENT REPORTS: Mike made a motion to approve the department reports and attach them to the minutes. Karl seconded. All yes. Fire Department runs to date total 66, EMS calls 60, Mutual aid calls 29. Chris and the Trustees briefly discussed getting bids from contractors for the upstairs office project.

OLD BUSINESS: 1) Mike reported that he and Sharon attended the All County Trustee meeting at the County Home and they had a presentation for Star Ohio which offers investment opportunities for public entities. Mike and Sharon explained that it is a secure program that offers fund flexibility. We will look into a policy and gather more details. 2) The Trustees discussed a policy for time cards. If department heads initial those in their respective departments, the Trustees would only have to initial those of the department heads.

NEW BUSINESS: 1). Mike made a motion to purchase a 1999 Sutphen fire engine from Saybrook for \$3,000. 2nd by Karl. After some discussion, all yes. 2) Karl brought up a request by St. Andrews Church to advertise a reverse raffle they are sponsoring. The Board discussed it at length since it is a religious entity located outside the township. Mike made a motion to table the question. It was decided to create a sign policy and was tabled for the time being. 3) Sharon and the Board discussed doing a Resolution approving the corrections to the funds required by the State Audit. Sharon will draft the Resolution as discussed and the Trustees will approve at the next regular meeting.

PUBLIC COMMENTS/CONCERNS: None

Karl made a motion to adjourn the January 25, 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 01/24/2023

Departmental Updates:

- Runs to date (01/24/2023): +38 = 66
 - EMS - +34=60
 - Mutual Aid Provided-
 - Conneaut- +2 = 3
 - North Kingsville- +3=9
 - Monroe - +3=3
 - Sheffield - +1=2
 - Plymouth -+1 =2
 - Pierpont - =
 - Ashtabula Township - =
 - Ashtabula city - =
 - Total Mutual aid provided:+10=19
- Fire Station-
 - Meeting with Dave Payne to redo the drawings for the addition.
 - Washed bay floors.
 - Replaced old dilapidated recliners.
 - Updated daily duties checklist.
- Fire Inspections-
 - Followed up with SRO about freezer/extension cord issue at KELM.
- Employee Matters-
 - Issued written warning to K.Emery for SOP violation.
- Schedule (Current)
 - Schedule 100% full with only two Saturday's BLS for 8 hours.
 - Next shift sign ups will be completed next monday due to scheduling conflicts.



- Recall / All Call - Recall placed on 01/23 due to SFIREF assignment
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 7 total calls : 5 handled internally
 - Provided M/A : 0
 - Needed M/A(only one responder from KFD or HBOA) : 3
 - 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
 - Submitting SFM equipment grant for turnout gear given the older gear we have will expire within the end of next year.
- Squad 619(First out)
 - All issues have been remedied and resolved.
- Engine 621
 - Will need to be sent out for service of the air brake system due to leak.(PENDING)
- Engine 611
 - Motion to accept '99 Sutphen from Saybrook FD



- Squad 609(Reserve)
 - Unremarkable.
- Brush Truck 604
 - Unremarkable.

- EMS supplies -
 - Ordered two new cot batteries.
 - Arrived and placed in service.
- Medical oxygen -
 - Will be ordering O2.
- Knox Boxes -
 - Unremarkable.

- Monthly Trainings-
 - 01/03 - Fire training
 - No EMS training in JAN.
- ★ Departmental update-
 - Met with Chief Lee of CFD to discuss preparations for ISO grading
 - Scheduled ISO grading with rep.
 - Spoke with Sharon and Chirs about time cards.

ACTION NEEDED-

- **Approval to accept the fire truck from Saybrook Township for \$3,000.00**

report ending 1/21/23 Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Karl, me, Mike, Fiscal

Mon, Jan 23, 2023, 10:50 AM

Good morning,

In the last two weeks, I have earned 3.75 hrs of comp time. My comp balance is 50.88 hrs, as of this pay.

There is a pipeline safety program on 2/15, in Chardon. Check in starts at 07:00. The class is 2 hrs. I wasn't planning to attend, unless you'd like me to. Anyone else want to go? I believe this is a free program.

We plowed/salted on the 13th. We used about 4 tons of salt.

I ordered the catch basin for Arbor. The price went up for the new year. I hadn't been aware that it was going to change. The price went from \$675 to \$850. I also got a 36" wrap around collar, in case we need it. We already have the pipe.

The new "Welcome to Kingsville" signs are ordered. We fixed a down sign on Reed Rd.

There was a good size limb down on Mill that we cut up and threw over the hill.

Plow trucks were emptied and washed. The loader was washed. Maintenance was completed on the grader.

We've done some cleaning and organizing around the shop.

Shetler fixed the porch roof. Zeigler did the preventative maintenance on the boiler and heaters.

I plan to break the 2d floor project into framing, plumbing, electrical, drywall, HVAC, and finish work. I called 6 potential framers. One turned the job down. One is preparing a quote for framing, drywall, and finish. No response from the others. I called six plumbers. Three took a copy of the prints. No response from the others. I called five electricians. Three took copies of the prints. No response from the others. I called two more HVAC companies, with no response. We already have a quote from Zeigler. I would like to make a decision on a framing contractor at the meeting on 2/8, and for the mechanicals on 2/22. In the meantime, I'll search for another price for drywall and finish work.

Thank you.

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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