

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING February 08, 2023

The February 08, 2023 regular meeting of the Kingsville Township Trustees was called to order by Karl Brunell, Chairman, followed by the Pledge of Allegiance. Karl Brunell and Jim Branch were present in the room and Mike Cliff was present by video feed. Karl made a motion to waive the reading of the January 25, 2023 meeting minutes and approve them as presented. Jim seconded the motion. All yes. Copies of the minutes were available.

FINANCIALS: Sharon reported that all bills have been paid and there were no transfers. Jim made a motion to pay the bills. Karl seconded the motion; all yes.

CORRESPONDENCE: 1) Jim was contacted about receiving the annual NOPEC Energized Community (NEC) grant in the amount of \$3,934.00. The trustees will have to decide who they would like to use these funds. Jim will do the registration paperwork which is due by June 30, 2023. 2) Mike brought up receiving notice on the National Opioid Settlement and that we should participate and that applications need to be in by April 18, 2023. 3) Sharon received notice from the County Recorder regarding the fee schedule for recording zoning updates for 2023. 4) Sharon received a number of emails from Fred Pierce-Ruhland for the KIRC. 5) Sharon was contacted by Burton Mills who asked if he could come to see the garage. She advised him that he could visit the garage during the week. Sharon brought up the idea to sponsor an open house for the public to see the garage.

DEPARTMENT REPORTS: Fred Pierce-Ruhland appeared by video feed and discussed the proposed sewer project grant application in detail with the Trustees. The Board thanked Fred for his continued work on the project. Before Fred left, he thanked Chris for quickly fixing the pot holes on Fox Road. Fire Department runs to date total 108, EMS calls 95, Mutual aid calls 28. Dave reported that he has been trying to arrange with Dave Payne to update the plans for the Fire Station, but has not been able to. Dave Payne said to call him early to mid-next week. Mike said he would like a work session soon to plan the improvements for the Fire Station. The Trustees decided to have a work session on Monday February 13th at 4:00 P.M., at the fire station to discuss improvements to the station. Sharon will put the notice in the paper. The Trustees discussed having Chris take down the tree by the fire station which will be damaged if work is done around the septic system. The Trustees discussed the roads and the need for a work session to review the needs. The Board and Chris talked about the second-floor project and since we will be the general contractor, the Building Department recommends that we get the permits for the project. Chris will get the permits for the project and be the point man.

OLD BUSINESS: 1) Sharon reported that she updated Dave West's sick time at 205 hours and vacation time at 254.2 hours accrued since 6/27/21 and that all paperwork has been submitted to Ohio Police and Fire Pension Fund. He should be good to go by his next pay.

NEW BUSINESS: 1). Karl made a motion to attend a work session at Sheffield Township on March 9, 2023 at 7pm to discuss Fire and EMS Joint Service with Sheffield and Monroe Townships. 2nd by Mike. All yes. Sharon to publish in the Star Beacon. 2) Karl made a motion for Resolution 2023-003 to allow the Fiscal Officer to make the Fund Balance Adjustments per the 2019-2020 State Audit. 2nd by Jim. At the roll call, James Branch-yes, Karl Brunell-yes, and Mike Cliff-yes. Motion carried. 3) Karl made a motion to hold a Fire Department work session on Monday, February 13th at 4 pm at the Fire Station. 2nd by Mike. All yes. 4) The Trustees and Fire Chief discussed his desire to take Comp. Time versus overtime. The desire is to limit the accrual of Comp. time to a minimum and the Chief understands that. 5) Mike made a motion to have the Road Department tie in the septic lines into the new system and remove the tree

behind the Fire Station. 2nd by Karl. All yes. 6) Jim made a motion to have Dave Shetler do the framing and install a window in the upstairs project at a cost not to exceed \$6,500. 2nd by Karl. All yes. 7) Jim made a motion to submit a letter of support to the Water and Wastewater Infrastructure Grant Program. 2nd by Mike. All yes. 8) The Board advised the Fire Chief that the meeting on March 22nd will begin at the fire station for a quick walk-through then go to the township garage.

PUBLIC COMMENTS/CONCERNS: None

Mike made a motion to adjourn the January 08, 2023 regular meeting of the Kingsville Township Trustees. Jim seconded the motion; all yes.

Karl Brunell, Chairman

Sharon Huey, Fiscal Officer



Kingsville Township Fire Department Meeting Report

02/08/2023

Departmental Updates:

- Runs to date (02/08/2023): +42 = 108
 - EMS - +35=95
 - Mutual Aid Provided-
 - Conneaut- = 3
 - North Kingsville- +3=12
 - Monroe - +2=5
 - Sheffield - +4=6
 - Plymouth - =2
 - Pierpont - =
 - Ashtabula Township - =
 - Ashtabula city - =
 - Total Mutual aid provided:+9=28
- Fire Station-
 - Called Dave Payne again to redo the drawings for the addition.
 - Was told to call back next week,again.
 - Washed bay floors.
 - Cleaned hose post fire.
- Fire Inspections-
 - Unremarkable.
- Employee Matters-
 - D. Hall tendered his resignation due to him seeking employment out of the county.
- Schedule (Current)
 - Schedule 100% full with only one Saturday's BLS for 16 hours.
 - Next shift sign ups will be sent out on 02/15.



- Recall / All Call - Unremarkable.
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 6 total calls : 2 handled internally
 - Provided M/A : 0
 - Needed M/A(only one responder from KFD or HBOA) : 4
 - 2nd out calls: 0
 - 2nd out calls HBOA: 0
- 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(OOS)
 - Sent back to the countryside for liquid spring sensor issue.
- Engine 621
 - Will need to be sent out for service of the air brake system due to leak.(PENDING)
- Engine 611
 - Awaiting ability to pick up.



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

- EMS supplies -
 - Ordered more sharps containers from Boundtree.
- Medical oxygen -
 - Ordered, will be delivered next thursday.
- Knox Boxes -
 - Unremarkable.

- Monthly Trainings-
 - 02/07 - Fire training
 - No EMS in FEB.
- ★ Departmental update-
 - Time cards implemented for hard copy retention.
 - I Spoke with Chris about sewage tie in and removing the tree by the corner of the station.
 - General discussion
 - ISO rating is scheduled for March.
 - Performed fire alarm acceptance for Ashtabula County Board of DD.
 - Sent out open enrollment info for AFLAC and deferred comp.

ACTION NEEDED-

- **Discussion about addition plans, sewer tie in and tree removal.**

report ending 2/4/23 Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Karl, me, Mike, Fiscal

Mon, Feb 6, 2023, 2:25 PM

Good afternoon,

In the last two weeks, I have earned 4.88 hrs of comp time. My comp balance is 55.76 hrs, as of this pay. Jim had 3.25 hrs of OT.

I helped out Sheffield Township for 3 hrs last Thursday.

We plowed/salted on the 22-23d, 25-27th, 30th-1st, and the 3d. We used about 35 tons of salt.

We are still on the schedule for the crack seal that did not get done at the end of last year, unless you want to cancel. Our price is locked in at last year's rate. We're looking at somewhere around \$14,250. We are tentative for May 2. That would finish Creamer, then see how far we get with Arbor and Green.

If you'd like, and have time, we could possibly do a ride around before or after the business meeting on the 22d, to start planning for paving/ chip seal/ crack seal for this season. We should talk about paving 0.5 miles on the older part of Fox, from west of the curve to the start of the new section, at least. Chip seal on S. Wright, from Buie to the township line. More patching on Brydle. We'll need to think about Buie too, if we don't get the OPWC money. Kingsbury East And West are going back to gravel roads.

Plow trucks were emptied and washed. The loader was washed.

#16 had a hydraulic leak that required the replacement of a hose. We also changed a couple hoses on the plow that were in questionable condition.

The new cutting edge was installed on the plow for the F550.

Following the preventative maintenance on the boiler and heaters, we had a peculiar smell in the upstairs and in the bathroom. I called Zeigler to come back and check it out. The technician adjusted the fan speed and gas pressure on the forced air unit. Sharon reported that she still smelled gas the following week. She had them come out again. They sent a different technician this time. He found a leak in the top of the burn chamber in the boiler. He repaired this at no cost to us. I believe the only thing we should owe them is the \$800 for the original service.

I called another framing contractor for the work upstairs. He was too busy to look at our job. We do have a quote from Dave Shetter, Lenox Quality Builders, for the framing and installation of the window. Since this is the only proposal we have, I would recommend that we award the job to him. Dave's price for material and labor for this phase of the project is \$6500. He would like half down to purchase materials.

I met with an electrician, who has since provided a quote, for the upstairs. I would like to settle on an electrician, plumber, and HVAC at the next meeting.

Yard waste was emptied 1 time.

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 23, 2023

Permits Issued:

- None

Warnings / Inquiries/Violations:

- None