

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING May 24, 2023

The May 24, 2023 regular meeting of the Kingsville Township Trustees was called to order by Chairman Karl Brunell, followed by the Pledge of Allegiance. Karl made a motion to waive the reading of the May 10, 2023 meeting minutes and approve them as presented. Chris asked for a correction for number 5 in Correspondence that the letter about the speed limit on Reed Road was addressed to him. Jim noted other minor corrections were for Dave Payne, Brenda Lowery and IEN Risk Management. Karl approved with those corrections. Mike seconded the motion. Motion carried. Copies of the minutes were available.

FINANCIALS: Sharon reported that she is meeting with the County Treasurer to sign up for the Star Ohio Program. She also reported on the Letter of Findings from the State Auditor's Office pertaining to the former Fiscal Officer. She forwarded the letter to the Trustees and Sarah got a copy of the letter. Sharon spoke with the Attorney General's Office who advised her that the County Prosecutor should pursue the collection and if they do not it would fall on the Attorney General's Office. If the Township received payment directly they are to notify the AG's Office. The total owed is \$1,177.57. Karl made a motion to pay the bills. Second by Jim. Motion carried.

CORRESPONDENCE: 1) Mike reported that he was contacted by the Star Beacon about the article for the findings on the previous fiscal officer. 2) Jim was contacted by Josh Swift who works for Vorst Paving about doing the railroad crossings in Kingsville, specifically the State Rt. 193 from July 17th to the 28th. 3) Jim received an email from Jesse Beals about sponsoring a 5K run in Kingsville to raise funds for her son who has a rare condition. She asked how the Township could support her efforts. Jim advised her that if the run is on Township Roads we could assist to some degree and that she could also reserve the park. 4) Jim got an email from an Andrew Cary at 3784 South Ridge Road. He asked what gun laws the Township has and Jim advised him that we fall under the Ohio Revised Code and any State or Federal laws. Other than that, we cannot make our own rules. 5) Karl received a call from a Creek Road resident, Gary McLaughlin inquiring about a rumor of an ATV Track on Creek Road. After discussion, Karl concluded that he will call the resident and advise that not much can be done. 6) Brenda Lowrey from the Baptist Church sent a request to put their vacation Bible School on the Township Sign. He asked the Board their thoughts on allowing it since currently there is no Township Policy for it.

DEPARTMENT REPORTS: Road: Mike Cliff brought up the Chip and seal project. He asked that when the roads are done, that Creamer and Arbor be done at the same time. Chris said he will have to see how to balance it between the roads done in the spring and in the fall. Jim asked about the catch basins to be installed on Donna Drive. **Zoning:** Mike DeFazio reported that the Circle K BZA Hearing was approved last night. He also reported on the Creek Road house that was in foreclosure and had complaints about trash. He has already sent a letter to the new owner. **Fire/EMS:** Total runs to date 343, EMS 282, Mutual Aid 100. Mike DeFazio was advised that he might have to do an inspection of Lake Erie Auto Racing by the motel. Sharon said that there is a new tenant going into the old Hardware Store and they may be selling T-shirts. Mike Cliff pointed out that the Fire Department received another grant for \$5,050.00 for PPE. Karl made a motion to accept the department reports and attach them to the minutes as addendums. Seconded by Mike. Motion carried.

OLD BUSINESS: 1) Mike spoke with County Commissioner Koslowski about getting another dumpster since we have had a problem with them overflowing. He said they can get us another one in a couple of days. 2) Mike Cliff brought up the sidewalk on Priest Street and expressed that he would be in favor of replacing the entire sidewalk without changing the elevation of the driveway.

3) The Board discussed the picnic tables and are in favor of the dark brown tops with black bases. The boosters have agreed to donate \$2,400.00 towards the cost. 4) The Board will not have to put any funds for turnout gear because the boosters agreed to donate \$2,000 towards it. 5) Sharon asked the board if they are still going to hold a public hearing on the Fire/EMS District on June 15th at the Welcome Center. They thought it might be wise to move it up since the board needs to pass a resolution on the District. The Public Hearing will be on June 7th at 6:30pm at the Simak Welcome Center if it is available that evening. Upon confirmation, Sharon will put the notice in the newspaper. 6) Sharon asked the board if we are still going for a fire levy renewal. They advised that we are going for a levy and she will get the paperwork. 7) Gail Urch will have a table at the Memorial Day Service to promote the Hometown Hero Banners Program and Karl will need mention of it in the program.

NEW BUSINESS: 1) Karl made a motion to allow the Baptist Church to use the sign until we have a sign policy in place for the township. Seconded by Jim. Motion carried. 2) Karl made a motion to accept the donations from the boosters for the turnout gear and picnic tables. Seconded by Jim. Motion carried. 3) Karl made a motion to move the District Public Hearing from June 15th to June 7th. Mike seconded. Motion carried. 4) Jim made a motion to submit an OPWC grant application for Dibble Road at a cost of \$260,000.00 and we agree to cover half at \$130,000.00 and then an additional \$50,000 through a loan with the State. If we get approval, we will not until July of 2024 and the project won't begin until fall of 2024 with the paving being done in 2025. Jim seconded. Motion carried. 5) Mike entertained a motion for a board member to serve on the Fire District Resolution Committee for the proposed district. The Board Member to serve will be Karl Brunell. Jim seconded. Motion carried. 6) Trustees discussed the possibility of putting the concrete park benches in the cemetery. Chris will look into it. 7) Jim asked if anyone knows who built the wood structure around the gas main in the cemetery as it is falling apart. Chris will investigate who should maybe replace with a couple of sections of fence. 8) Chris advised the board that there are a couple of trees that need to come down in the cemetery and one in the park. He also said a property owner on Priest Street asked him about taking one down. 9) Karl made a motion to purchase four composite picnic tables at a cost not to exceed \$5,000.00. Second by Mike. Motion carried.

PUBLIC COMMENTS/CONCERNS: 1) Keith Hawn, 6060 Lake Street. He advised the Board that there is a pine tree on the property line between the fire station and his daughter's property. The tree is leaning towards the house and bedroom where his granddaughter sleeps. He asked if there is a problem with the tree will the Township be responsible for it? The Board assured him that they would have Chris look at it and take care of it. Secondly, he expressed concern over the fire bells that were on the Truck. The bells were purchased with monies on behalf of his father and grandfather. The Board assured him that the bells would be displayed and not forgotten.

Mike made a motion to adjourn the May 24, 2023 regular meeting of the Kingsville Township Trustees. Jim seconded the motion. Motion carried.

Karl Brunell, Chairman

Sharon Huey, Fiscal Officer



Kingsville Township Fire Department Meeting Report

05/24/2023

Departmental Updates:

- Runs to date (05/23/2023): +34 = 343
 - EMS - +32=282
 - Mutual Aid Provided-
 - Conneaut- +4= 22
 - North Kingsville- =16
 - Monroe - +3=23
 - Sheffield - +3=29
 - Plymouth - +1=8
 - Pierpont - =
 - Ashtabula Township - =1
 - Ashtabula city - =
 - Total Mutual aid provided:+11=100
- Fire Station-
 - Update from Dave Payne - He will be working to get himself caught up the first of next week and should have plans we can submit to the building department.
 - Cleaned bays before Boosters breakfast
 - Crews cleaned and detailed the day room and bathroom.
- Fire Inspections-
 - Performed inspection at Lake Erie Auto Racing.
- Employee Matters-
 - Gail Urch resigned from the part time roster, but is staying on the AUX as an EMT.
 - Dave - Will be utilizing vacation time starting 05/21 for three shifts for a total of 48 hours.
- Schedule (Current)
 - Schedule 100% full with ALS on everyday.



- Next shift sign ups will be completed on 05/24.
- Recall / All Call - Unremarkable.
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 4 total calls :
 - Provided M/A : 1
 - Needed M/A(only one responder from KFD or HBOA) : 3
 - 2nd out calls: 0
 - 2nd out calls HBOA: 0
- Budget - 2023
 - Total EMS revenue: see attached(2023 EMS revenue)
 - Payment summary
- Computer Aided Dispatch / MARCS
 - Unremarkable.
- OTARMA
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - Unremarkable.
- Turnout Gear / Gear / apparel
 - We have chosen a gear supplier and are currently working on scheduling members for sizing.
- Squad 619(First Out)
 - Unremarkable.
- Engine 621
 - Will need to be sent out for service of the air brake system due to leak.(PENDING)
- Engine 611
 - Ongoing repairs at CTS.
- Squad 609(Reserve)



- Parts ordered, will be dropped off to be repaired on 05/24.
- Brush Truck 604
 - Water tank flushed.

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

- Monthly Trainings-
 - 05/23 - Boosters meeting.
 - Medic school trauma class - 05/27
- ★ Departmental update-
 - Received an additional grant for \$5,050.00 for PPE.
 - Attended tornado drill at KELM on 05/23.
 - EMS week 05/21 - 05/27
 - Coordinated fire training for the OFA flashover simulator for June.

ACTION NEEDED-

- **Requesting executive session for personnel matters.**



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Karl, me, Mike, Fiscal

Mon, May 22, 2023, 10:37 AM

Good morning,

Since the last report, there has been no overtime. I used 4 hrs of comp time and 48 hrs of vacation. My comp balance should be 74.01 hrs, as of the last pay.

Just to clarify, my new deduction for medical/dental/vision should be \$87.78 per pay period. (\$1901.96 monthly premium x 12 months / 26 pay periods x 10%)

Jim, Nate, and DJ have been working in the cemeteries and park.

I asked ODOT about putting our new "Welcome to Kingsville" signs on 84 and 193. We need to submit a letter and picture to their Sign Dept. for review. I have drafted the letter and it will be on the table for your signatures. The County will put them up on Creek, S. Ridge, and N. Monroe Center. I have to take the signs and posts to Jefferson. We have put up the new signs on Dibble, Green, and Reed, so far.

I filled out the OPWC pre-application for paving Dibble. It needs approval. It's due Thursday.

Crack seal was done on the 15th and 16th. They did Green, Reed, Mill, Priest, and finished Creamer.

Because we did not get the OPWC for Buie, I changed the list for Chip Seal. In June we will do: S. Wright (Buie to Township line), Arbor, Academy, School, Sheldon, Terry, and Todd. In the fall: Buie and Creamer. Dropping Priest and adding Buie will increase the total cost for the year to \$84,000. If you want to keep costs down, then we leave Creamer off until next year and move Arbor back to the fall. That would put our total cost around \$63,500. Are there other suggestions? On S. Wright, we figured to cover the existing pavement at the south end. This extends into Sheffield. I have been told they are going to reimburse us for that area, \$1070. If not, we can just cut it off at the township line.

I met with ODOT at 84 and Donna. They intend to replace the existing pipes under 84 and Donna. They plan to add a catch basin and pipe along both roads on the west corner and then fill it in with dirt. On the east side, they are going to add new tile for about 180 feet. They will tie in our existing pipe from Donna. They said the only thing they might want from us is 1 or 2 lengths of 12" pipe and some dirt. Work is potentially being scheduled for August.

Upstairs, the drywall is hung and all of it has the first coat of mud. Some of it has a second coat. Dave Shetler plans to put 3 coats on.

The electrician has the generator installed and it runs. The circuit board in the generator is bad. The unit won't automatically start when it's supposed to. The new board is ordered. It's \$610. In the meantime, it is usable, it just has to be transferred manually.

Yard waste was emptied 10 times.

Thank you!

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

Kingsville Township Zoning Department

Zoning Report

May 9, 2023 - May 22, 2023

Permits Issued:

- None

Warnings / Inquiries/Violations:

- Violation notice sent Ted Hines for high grass @ 3148 Creek Rd.
- Violation notice sent to Daniel Partridge for high grass @ 2161 S. Ridge E.

Variance hearing scheduled for May 23, 2023 by the BZA. Circle K @ 5569 State Route 193 requesting two variances (signage in excess of allowable square footage & outside storage of merchandise).