

## **KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING June 14, 2023**

The June 14, 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 24, 2023 meeting minutes and approve them as presented. The motion was seconded by Jim. Motion carried. Copies of the minutes were available.

**FINANCIALS:** Sharon reported that all bills are current and no transfers were made. Karl made a motion to pay the bills. Second by Jim. Motion carried.

**CORRESPONDENCE:** 1) Sharon got an email from Mark Verzella with the Ashtabula County Safety Council advising us to have someone in attendance at their meetings which would benefit the Township. 2) Sharon received notice from the County Commissioners regarding vehicle license fees stating that they will be granting an increase in license fees of \$5.00. 3) Sharon found a letter from Mr. Kume and return letter from ODOT from 2008 regarding the matter that his wife recently spoke to them about road safety issues in front of her house. The board advised Sharon to send her a copy of the correspondence to her. 4) Jim got a letter from ODOT approving the posting of Welcome to Kingsville signs on State Highways. 5) Jim asked Sharon if she had gotten back to Jessie Beals about using the park. She affirmed that she did and the date is available. 6) Jim wanted to mention that Mr. Lynch has been emailing correspondence about questions on and advice about the proposed Fire/EMS district. 7) Jim was contacted by Josh Swift who works for the company doing railroad repair work in the area. Jim said it appears that they will be working in North Kingsville, and it does not pertain to Kingsville. 8) Karl received correspondence from the Library about the Chip and Seal of the streets around them. Karl assured them that it is good maintenance.

**DEPARTMENT REPORTS: Road:** Mike Cliff brought up the damage to the guardrail on Creamer Road caused by the fallen tree. Some damage was caused by the tree falling and some by the removal process. He helped the Fire Department remove the tree from the road right-of-way. Chris asked for approval to remove two trees, one in the cemetery and one by the fire station. The chip-and-seal is done. Sheldon, School, Academy, Terry, Todd and the southern portion of S Wright Streets received the chip and seal. This fall they will do Buie, Creamer, and Arbor Drive which will finish our road projects for this year. The Board discussed Chris's recommendation for doing some micro-grinding on Green Road. Chris advised that North Kingsville was willing to provide some labor for Green Road. Jim brought up the parking lot on the north side of the park. He wants us to keep it in the back of our minds. The Masons would be willing to split the cost of stone, whereas we had thought about chip and seal. The Board advised Chris that they are waiting on further discussions on Fox Road, the parking lot, and Green Road. **Zoning:** Karl asked Mike DeFazio if he had any request for a building permit on South Wright Street for an accessory building north of the freeway on a Cline property. Mike DeFazio will look into it. Karl asked Mike about the house at 2161 South Ridge Road. Mike sent the certified letter about the high grass and has since knocked on the door twice and no one has been home. The Board discussed the matter and advised Mike to send another letter advising the property owner to cut the grass by a certain or we will have the road department cut it and charge it on the homeowner's tax bill. **Fire/EMS:** Total runs to date 397, EMS 323, Mutual Aid 112. Mike Cliff made a motion to accept the department reports and attach them to the minutes as addendums. Seconded by Karl. Motion carried.

**OLD BUSINESS:** 1) Sharon said we need to approve the Ohio Star Account and sign the paperwork tonight if possible. She also recommended closing the Andover Bank Account as we receive little interest. Mike Cliff asked her if there is any other money we could move to the Ohio Star Account. Sharon said there are four CDs at US Bank that could be moved. She advised that only Sarah was

signed on the account and that no trustees were on the account. We need to have the Fiscal Officer and one trustee as signors on the account. The four US Bank CDs have a total of \$31,000 available. Mike asked if we could move monies sitting in our operating account and not used for a while. The Board discussed how much money to move to Star Ohio. Sharon advised that we should pay off the truck financed by Northwest Savings Bank. Mike recommended appropriating money to pay it off first. 2) Karl asked Sharon if there is any paperwork for the Fire Levy. She said there is a new form and that she will be working on it.

**NEW BUSINESS:** 1) Mike made a motion to table the Resolution for a Fire/EMS District. Karl opened the floor for discussion. Mike would like to draft a joint resolution for all three Townships combined. That resolution would be sent to the consultant, Comstock. It was discussed between the Township that at some point they would surrender their buildings and equipment to the District, however Monroe's building is owned by their booster organization and not the Township. These matters need to be resolved before moving forward. The Board discussed the public meeting held in Kingsville and described the outcome. Karl explained the district processes. Seconded by Jim. Motion carried. 2) Karl made a motion to take down the tree in the cemetery and one by the fire station at a cost not to exceed \$3,500.00 of which \$2,000.00 would be out of the cemetery fund and \$1,500.00 for the fire fund. Seconded by Jim. Motion carried. 3) Karl made a motion to approve our Ohio Star Account with an initial investment amount of \$412,263.86 and close the Andover Bank Account. Jim seconded. Motion carried. 4) Mike made a motion to withdraw \$340,000 from Northwest Savings Bank and move it to Star Ohio, leaving about \$24,000 in there for when we want to pay off the truck. Jim seconded. Motion carried. 5) Mike made a motion to withdraw the four CDs at US Bank upon maturity and depositing the funds into Star Ohio. Jim seconded. Motion carried. 6) Mike made a motion to purchase a Time clock for the fire Department. Jim seconded and discussion was opened with Mike explaining that there is a lack of transparency and there are some discrepancies in some people's time keeping. He thinks that it is just a best practice. Motion carried. 7) Mike made a motion to reimburse Tony Zucarro for postage for BZA hearing in the amount of \$308.94. Jim seconded. Motion carried. 8) The Board discussed various zoning issues pertaining to the Zoning Commission and Board of Zoning Appeals. 9) Karl made a motion to have the Roth option available to employees for Ohio deferred comp. Second by Mike. Motion carried. 10) Jim made a motion to approve Squad 609 to have the starter and foot pedal and replaced at a cost of \$1,500.00. Second by Mike. Motion carried. 11) For the record, Mike would like to thank Karl for all the time spent putting up the Hometown Hero Banners and for the Memorial Day Service at Lulu Falls. It was the best service he ever attended and he received good feedback from residents. We want to thank you for your service to the country and to this Township. Sharon reported that we have four more orders for banners since Memorial Day include including the Kenneth Marshand who was killed in Viet Nam.

**PUBLIC COMMENTS/CONCERNS:** 1) Debbie McCumber North Wright Street asked if we have to forfeit our station to the District and will the Boosters still be able to hold dinners there? The Board said they would likely lease the building to the District for a period, but then turn it over to the District. They didn't think the District would prevent any dinners that would benefit them. 2) Dennis Huey 2975 Priest Street, Kingsville. He mentioned the need for Board members on the Zoning Commission and offered to serve if the Board agreed. Jim made a motion to nominate Dennis Huey to the Zoning Commission, Seconded by Mike. Motion carried.

Karl made a motion to adjourn the June 14, 2023 regular meeting of the Kingsville Township Trustees. Mike seconded the motion. Motion carried.

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Karl Brunell, Chairman

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Sharon Huey, Fiscal Officer



## Kingsville Township Fire Department Meeting Report

06/14/2023

### Departmental Updates:

- Runs to date (06/12/2023): +54 = 397
  - EMS - +41=323
  - Mutual Aid Provided-
    - Conneaut- +2= 24
    - North Kingsville- =16
    - Monroe - +9=32
    - Sheffield - +1=30
    - Plymouth - =8
    - Pierpont - =
    - Ashtabula Township - =1
    - Ashtabula city - =
  - Total Mutual aid provided:+12=112
- 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.
    - Still waiting on Mr. Payne to drop these revised plans off to submit.
  - Cleaned / scrubbed bay doors on the front
  - Crews cleaned and detailed the day room and bathroom.
- Fire Inspections-
  - Performed inspection at Lake Erie Auto Racing.
    - Reinspection needed.
  - Performed inspection on Circle K south
    - Reinspection needed
- Employee Matters-
  - Disciplinary notice given to Timothy Terry due to a “no call/no show” // shift was able to be filled.



- Schedule (Current)
  - Schedule 100% full with ALS on everyday.
  
  - Next shift sign ups are completed and July and full with only two days BLS.
  
  - Recall / All Call - Unremarkable.
  - Overnight Shifts
    - Unremarkable.
  - After hours / AUX / Second out calls:
    - 2 total calls : x2 handled by Sheffield/Monroe
    - Provided M/A : 0
    - Needed M/A(only one responder from KFD or HBOA) : 2
    - 2nd out calls: 2
    - 2nd out calls HBOA: 1
  
- 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
  - Gear sizing dates have been set.
  
- 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.
    - This is almost complete just waiting on master gauge, truck passed pump testing after repairs.
- Squad 609(Reserve)
  - Starter replaced and foot pedal ordered.
- Brush Truck 604
  - Unremarkable.
  
- EMS supplies -
  - Unremarkable.
- Medical oxygen -
  - Unremarkable.
- Knox Boxes -
  - Unremarkable.
  
- Monthly Trainings-
  - 6/6 - Fire Training on extrication
  - 6/27 - live extrication at Kingsville Towing.
- ★ Departmental update-
  - OEMS grant 2023 - state is close to announcing the rewards.
  - AUX pay submitted.
  - ISO rating was sent back, I need to contact the rep for follow up questions that I have.
  - Coordinated fire training for the OFA flashover simulator for June.
    - Great training experience - 6 from Kingsville attended.
  - Next live burn training from OFA trailer is July 8th and 9th.

#### **ACTION NEEDED-**

- **Approval of \$1,478.22 for Squad 609.**

report ending 6/10/23 Road Department



**Chris Bradek** <chris.bradek@kingsvilletwp.org>

to Karl, me, Mike, Fiscal

Mon, Jun 12, 2023, 3:01 PM

Good afternoon,

Since the last report, Jim and I each had 5.25 hrs of OT for cleanup day. I took mine as comp earned. Nate and DJ worked cleanup day for straight time, as they did not have 40 hours that week. I used 3 hrs of comp time, a sick day, and 16 hrs of vacation. My comp balance should be 78.89 hrs, as of this pay.

Jim, Nate, and DJ have been keeping the cemeteries and park mowed.

There is a tree in Lulu that is getting very rotten at the base, although it looks healthy. I believe we should take it down before it falls and does damage to headstones. The price from Brobst to take the tree down, chip the brush, and grind the stump is \$1950.

There was an issue with a footer that did not get poured. That problem has been resolved. We are expecting several more orders for fall.

I contacted ODNR about the gas sub-station in the Cemetery. The listed owner has gone out of business. They are attempting to determine the responsible party.

I put up a couple more "Welcome to Kingsville" signs. We have two more to put up. The rest is up to the County and ODOT. I will need a PO to have the County drive all of the first post sections for the new road signs, now that we finally have the rest of the bolts. They are getting me a price.

Chip seal was done on Academy, School, Sheldon, and S. Wright. In the fall, we will do Buie, Creamer, and Arbor.

We have guard rail on Creamer that was damaged when a tree fell on it. Repair is our responsibility, according to the County. I haven't priced it yet, but we may be able to get some used rail. If not, we'll have to get new. I'll try to have pricing for the next meeting.

Jim has been roadside mowing.

I called for a couple of quotes to have the sidewalk on Priest done. Nothing yet.

The salt contract for 23-24 was awarded to Morton at \$55.35/ton. We are obligated to 100 tons (+/- 10%).

All of our fire extinguishers have been recertified.

Upstairs, we have received full approval of our plans from the Building Dept. All the drywall mudding is done. Most of it has been sanded. Next, we are looking at paint and the ceiling grid. Then, the electrician and HVAC can finish. The electrician does have the part for the generator. He will install it at that time.

Recycling was piled on the ground again on 5/30. The 5th dumpster should be here any day.

The price from Brobst to take down the tree, chip the brush, and grind the stump at the Firehall is \$1400.

Yard waste was emptied 10 times.

Ohio Deferred Comp now offers a Roth account. I am interested in this, and Chief West may also be interested. To be able to contribute, the Township needs to execute the adoption agreement. I will leave it on the meeting table. It can also be viewed here: <https://ohiodc.org/ohio-dc-roth-457-option>

Thank you.

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

# **Kingsville Township Zoning Department**

## **Zoning Report**

**May 23, 2023 - June 12, 2023**

### **Permits Issued:**

- #822 Issued to Circle K @ 5569 State Rt. 193 for new construction (commercial).

### **Warnings / Inquiries/Violations:**

- High grass @ 3148 Creek Rd (Resolved)..
- High grass @ 2161 S. Ridge E. (Unresolved).

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