

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING September 13, 2023

The September 13, 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 August 23, 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 she emailed the Trustees a copy of the Star Ohio Statement for August showing interest earned being \$3,626.81 and total interest year to date of \$7,071.23. Sharon reported that all bills are paid. She also brought up paying off the truck loan to Northwest Savings Bank, asking the trustees what their thoughts were. She advised the Board that the loan balance is \$18,240.09 with an interest rate of 3.99%. In August we paid \$62.67 and the Northwest checking account has a balance of \$19,580.45. She expressed that she would like to pay it off. Karl made a motion to pay the bills. Second by Mike. Motion carried.

CORRESPONDENCE: 1) Sharon reported that she received an email from OTARMA and that she and the department heads will be meeting with Becky Ames at the office on September 21st at 1:00 pm to do a 3-year review and she requested a copy of our employee handbook. 2) Mike received an email from Kingsville Public Library advising that they are having a Harvest Sale on Saturday, October 14th during the Covered Bridge Weekend. They will have a food truck present and asked if the Township would mind if it would be parked by the park instead of their employee parking lot. The Board didn't think it would be a problem. 3) Mike received correspondence from the Village of North Kingsville asking when we are holding Trick or Treat as they are doing theirs on Saturday, October 28th.

DEPARTMENT REPORTS: Road Dept: Karl asked if Chris planned on doing the streets with chip and seal to coincide with the Culvert replacements on South Ridge in order to compact the materials by increased traffic. **Fire Dept:** Runs year to date Total 637, EMS 529, Mutual aid 148. **Zoning:** Nothing to report. **Fire District Committee:** Karl gave an update on what the committee is working on. A letter from the committee to residents of the three Townships explaining what is being done. It was reviewed by Chip Comstalk and should go out next week. It provides information on three public meetings to be held, one in each of the three Townships which will give residents the opportunity to ask questions. Mike asked if the committee has secured funding for up front costs related to the District. Karl said not at this point as they have not decided exactly who is going to prepare letters to residents, which would determine each entities contribution. When the up-front costs are determined, we will have to approve an expenditure out of the Fire Fund.

OLD BUSINESS: 1) Karl asked Sharon if everything is set for the Fire Levy on the November ballot. Sharon said everything is set. 2) Jim went to the Conneaut Creek Scenic River Advisory Committee Meeting. He was told by members that if the Township goes after a CDBG Grant, they will gladly supply a letter of support. 3) Jim reported that last Thursday he went to the Ashtabula County Health Board to elect a new Board Member. There were two nominees, a George Russell from Geneva and Sandra Kanicki. Mr. Russell was elected to the position.

NEW BUSINESS: 1) Mike made a motion to approve the Department Reports and attach them to the meeting minutes as addendums. Seconded by Jim. Motion carried. 2) Mike made a motion to purchase Mums for the park at a cost of \$96.00. Second by Karl. Motion carried. 3) Karl made a motion to go into Executive Session to discuss a legal matter and invited Fred Pierce Ruhland and Paul Bossman into the session. 2nd by Jim. On the call of the Roll, James

Branch-yes, Karl Brunell-yes, and Michael Cliff-yes. Motion carried. 4) Karl made a motion to go out of Executive Session and return to regular session. 2nd by Jim. On the call of the Roll, James Branch-yes, Karl Brunell-yes, and Michael Cliff-yes. Motion carried. 5) Karl brought up the matter of paying off the truck loan. Because we have to appropriate the payoff, it would be better to appropriate it for next year and payoff early in the year.

PUBLIC COMMENTS/CONCERNS: None.

Karl made a motion to adjourn the September 13, 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

09/13/2023

Departmental Updates:

- Runs to date (09/13/2023): +40 = 637
 - EMS - +34=529
 - Mutual Aid Provided-
 - Conneaut- = 31
 - North Kingsville- =18
 - Monroe - +8=52
 - Sheffield - +3=43
 - Plymouth - =9
 - Pierpont - =
 - Ashtabula Township - =1
 - Ashtabula city - =
 - Albion PA - =1
 - Total Mutual aid provided:+11=148
- Fire Station-
 - Internal remodel - Plans were dropped off to the Engineers Dept for estimate.
 - Per the employee at the Engineers office they have been busy with road and bridges and have not made it to looking over our submitted plans.
- Fire Inspections-
 - Kids only daycare inspected- passed.
- Employee Matters-
 - Mikayla Searles will be going on maternity leave starting on 09/16.
 - Due to her dedicated shift there are extra shifts covered by BLS until she returns.
- Schedule (Current)
 - Schedule 100% full with only four days BLS for 16 hours.



- Next shift sign ups are completed.
- Recall / All Call - Unremarkable.
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 5 total calls : x5 handled by Sheffield/Monroe
 - Provided M/A : 0
 - Needed M/A(only one responder from KFD or HBOA) : 5
 - 2nd out calls: 1
 - 2nd out calls HBOA:1
- Budget - 2023
 - Total EMS revenue: see attached(2023 EMS revenue)
 - Payment summary
- Computer Aided Dispatch / MARCS
 - Unremarkable.
- OTARMA
 - Risk management review on Sept 21st between 1130 and noon.
- Emergency Reporting System/Health EMS/Apps
 - Unremarkable.
- Turnout Gear / Gear / apparel
 - Unremarkable.
- Squad 619(Reserved)
 - Batteries installed and back in service.
- Engine 621
 - Will need to be sent out for service of the air brake system due to leak.(PENDING)
- Engine 611
 - Need to send this truck back to CountrySide for service due to the pump governor not engaging.
- Squad 609(First out)



- .- Still waiting on the foot pedal assembly to come in. (PENDING)
 - No issues with power since.
- Brush Truck 604
 - Unremarkable.
- EMS supplies -
 - Unremarkable.
- Medical oxygen -
 - Ordered and were delivered, 8 tanks.
- Knox Boxes -
 - Unremarkable.
- Monthly Trainings-
 - 09/05 - Fire training
 - 09/19 - EMS training
- ★ Departmental update-
 - Our awarded money for the OH EMS priority 1 grant increased to \$3279.68
 - Attended webinar for new Ohio fire incident reporting system
 - New rollout of OFIRS will include truck checks, resource management etc.
 - Called the State Fire Marshal investigator to the scene of a garage fire in Monroe that I was in Command of.
 - Reviewed Fire Recovery USA account with rep.
 - Inservice on blood labels with UH EMS coordinator.
 - Still awaiting confirmation if we will receive the Ground Ambulance Reimbursement money.

ACTION NEEDED-

- **Unremarkable.**



Chris Bradek <chris.bradek@kingsvilletwp.org>

Mon, Sep 11, 2023, 3:32 PM

to Karl, me, Mike, Fiscal

Good afternoon,

Since the last report, I have used 5 hrs of comp time, 1.5 hrs of sick time, and 5.5 hrs of vacation. My comp balance is 67.89 hrs. Jim and I also had 8 hrs of Holiday pay.

I helped out in Sheffield for 2 hrs. He needed a hand setting a catch basin at the corner of Dibble and Dewey.

I had several calls to schedule burials. We had a full burial last Friday. We have a full burial that will probably be Thursday, the same time as the BWC lunch. Also, a full and a cremation coming up this Saturday. We have 5 footers to pour this fall. Jim and I have been trying to keep up with the mowing. Springfield Monument poured a footer. There was a stone delivered and set on the wrong grave. We haven't poured the appropriate footer for that stone yet. I called the responsible funeral home, who in turn got a hold of the stone cutter to come back and retrieve the stone.

The chip seal was done for this fall. Buie, because of its narrow width, didn't take the amount of material that was estimated. I had some extra layers added at the south end of Arbor, on the east side, to help build the edge of the road where it was sinking. We did the same thing on River, along both edges, going down the hill past Vanek's. We should still come in under budget, according to Suit-Kote's forman. I know we have plenty of #8 slag to get started with next year. We had an issue with River bleeding again. I'm not sure what's causing that to happen. I was monitoring it closely and went out twice to put more stone down.

Jim is working on roadside mowing, probably for the last time this year.

The Priest St sidewalks are still on the schedule. The job was awarded to Bricks N Stones Concrete and Masonry. They have had internal management issues. However, Kelly Schwentker will still be doing the job at the agreed price.

I put more cold patch down on Brydle. There are a few more spots out there I want to beef up before winter.

We did an oil change on 981. It also developed a bad fuel leak that we fixed.

I had an informal meeting with Dominion Gas last week. After the repairs at the bottom of the hill, they are still having a problem between there and the sub-station in Lulu. They may need to remove some of the shrubbery around the sub-station and dig there.

With some involvement from Karl, I spent some time researching brackets for hanging the banners on. The old style that was preferred is no longer made. The type we have now, we've had problems with. The fiberglass poles don't fit snugly into the bracket. As the poles move back and forth, it wears the fiberglass against the aluminum and the pole breaks. Unfortunately, we still have quite a few of these, new in the box, at \$150/set. I was able to find a company that produces a bracket very similar to the old preferred style. They offer 2 different pole types, as well as a bracket with a spring loaded base. I ordered 2 sets each, of the 3 different types, to try out. I did go ahead and hang 4 veterans banners using the brackets we have. With any luck, they'll last until we start taking them down for the winter. I would guess we'll need to start removing them before the end of next month, to protect them from freezing weather. I think that if they get wet and freeze, then start to blow, the vinyl may begin to crack. I could be wrong.

We had our water backflow preventer valve tested last week, by Brown Sprinkler. They will forward the appropriate paperwork to Aqua.

I gave the letter about the excavator and trailer to Sheffield, to gauge their interest. I got a verbal commitment of strong interest, reportedly from all 3 trustees. They would like to see more detailed information about the type and size of the machine, as well as a more accurate dollar value. I suggest the next step be that Mark and I develop a list of specific requirements. We can then obtain pricing. The final step would be to have the potential machine(s) brought here and actually run through the cemetery to be sure it will fit. I think we can wait for a joint work session, at least until we have preliminary pricing, unless any of the trustees want to be involved with spec'ing the machine. Of course, we'll get approval of the specs before we solicit quotes. Once we narrow the list of excavators down, we can zero in on an appropriate trailer.

The library would like to have a place for people to come inside during the Ghost Race. AJ said either the meeting room or one garage bay would work fine, although they would rather use a bay. This will be on a Saturday. Should we have a presence in the building during this time? Do Jim or I need to be here, or would one of you like to be present?

Yard waste was emptied 8 times. We took a push mower out of the recycling dumpsters.

Thank you.

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

Kingsville Township Zoning Department

Zoning Report

August 24, 2023 - September 11, 2023

Permits Issued:

- 827 Issued to Charles Warner @ 3176 E. Main St. for an accessory structure (detached garage).

Warnings / Inquiries/Violations:

- None