

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING December 27, 2023

The December 27, 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 November 8, 2023 meeting minutes and approve them with one correction under department reports changing he to Dave. The motion was seconded by Jim. Motion carried. Copies of the minutes were available.

FINANCIALS: Sharon reported that the bills are current and paid. Sharon also expressed the desire to go into executive session later over the matter indicated on the agenda. Next, Sharon advised the Trustees that they will need to approve an additional \$933.00 for the Plumber, Dan Fink to pay his final bill for the plumbing on the second floor of the Township Garage. Karl made a motion to pay the bills, seconded by Jim. Motion carried.

CORRESPONDENCE: 1) Jim said that Fred sent a follow up email regarding the December 13th meeting. The KIRC has scheduled a January 10th meeting for the landowners to update them. It is possible that JP Ducro may attend or send his responses. The meeting will be here at 6 pm which is the same night as our Trustee meeting. The KIRC Meeting can move over to the garage before our meeting begins. 2) The only thing Sharon had was a group of Christmas cards she left on the table for the Trustees to see. 3) Karl received a call from a resident who said that when the snow plow came by her mailbox too quickly, it was damaged. Karl and Chris drove out there and determined that it was likely that Sheffield's truck caused the damage based on where their truck turns around.

DEPARTMENT REPORTS: Road Dept: The Trustees and Chris discussed the second-floor construction. They agreed that if there is any money left over from the ARPA funds that it should be used for permanent improvement. **Fire Dept:** Runs year to date Total 875, EMS 727, Mutual Aid 201. The Trustees discussed staffing and mutual aid. **Zoning:** Nothing to report. Mike made a motion to attach the Department reports to the minutes as an addendum. Second by Karl. Motion carried.

OLD BUSINESS: 1) Karl advised the Board that they are having a Fire District Meeting here tomorrow evening December 28th at 6 pm. They are going to discuss posting for Fire Chief and Clerk positions. The District Board did meet in December to vote on putting the Levy back on the March Election Primary. The issue in November lost by seven votes. The Fire District is formed, but not funded yet. The levy issue will ask for 5.0 mils. A brief discussion about the Fire District followed. 2) Jim reviewed with the Board proposed OTARMA recommendations item by item on procedural changes that would reduce our insurance liability and cited specific examples and ways to promote better

business practices. Upon completion of the itemized review, Mike made a motion to have Jim sign the OTARMA Statement of Action. Second by Karl. Motion carried. 3) Chris brought up the Kubota Tractor and asked the Trustees if they should tear it apart to come up with a list of repairs or should he begin to look for a replacement? He said the transmission is leaking, the center support for the chassis is broken, and tie rod ends are broken. It has about 2,600 hours on it. The Board discussed how to replace it. Chris will look into a Zero turn mower to replace the one tractor and the other Kubota will stay in service. 4) Jim reviewed 2023 expenditures for the fire department and indicated that if we need to use some funds to operate it for a while that we have the money to do so. We have a good carry over in general this year. 5) Mike asked Chris if he would be willing to serve as the General Contractor for the Fire Station renovation project. Chris agreed to.

NEW BUSINESS: 1) Mike made a motion to approve final payment to Dan Fink for final plumbing bill of \$933.00 on the second floor of the Township Garage. Second by Jim. Motion carried. 2) Karl made a motion to approve the holiday schedule for 2024. Second by Jim. Motion carried. 3) Karl made a motion to have the 2024 Organizational Meeting on Thursday, January 4th at 6 pm. Second by Mike. Motion carried. 4) Karl made a motion to go into Executive Session on an employee matter under Ohio Administrative Code 3358:17-1. A-1. Second by Jim. At the call of the roll, Jim Branch-yes, Karl Brunell-yes, and Mike Cliff-yes Motion carried. Fiscal Officer-elect Mike DeFazio was invited into the Executive Session. Jim Branch made a motion to return from Executive Session. Second by Karl Brunell. At the call of the roll, Jim Branch-yes, Karl Brunell-yes, and Mike Cliff-yes. Motion carried.

PUBLIC COMMENTS/CONCERNS: Dennis Huey, 2975 Priest Street. Updated the Trustees on the Zoning Commission saying that he will contact the members to set up an Organizational Meeting in January and asked the Trustees to think about what they would like to see the Commission accomplish going forward.

Mike made a motion to adjourn the December 27, 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 12/27/2023

Departmental Updates:

- Runs to date (12/27/2023): +65 = 875
EMS - +47=727
 - Mutual Aid Provided-
 - Conneaut- +1= 34
 - North Kingsville- =19
 - Monroe - +4=79
 - Sheffield - +4=62
 - Plymouth - =16
 - Pierpont - =
 - Ashtabula Township - =1
 - Ashtabula city - =
 - Albion PA - =1
 - Total Mutual aid provided:+9=201
 - ** totals updated to accuracy**
- Fire Station-
 - Ensuring daily duties are met and chores are being completed with accountability.
- Fire Inspections-
 - Unremarkable.
- Employee Matters-
 - Kevin Emery - Had to take two shifts off due to having covid.
- Schedule (Current)
 - Schedule 100% full in January with six days BLS for 16 hours.

 - Recall / All Call - Unremarkable.



- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 2 total calls : x1 handled by Sheffield/Monroe
 - Provided M/A : 1
 - Needed M/A(only one responder from KFD or HBOA) : 0
 - 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
 - The Ohio state Fire Marshal's Office pushed out a new OFIRS(fire reports) operating system which is to include truck checks, incident reports, resource tracking and more. Demo on 11/09.
 - Demo viewed and account created.
- Turnout Gear / Gear / apparel
 - Apparel order completed. Invoice being submitted.
- 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
 - Pump governor part needs to be ordered.
- Squad 609(Reserve)
 - Will call and get the part number for the chrome wheel covers.



- Brush Truck 604
 - Unremarkable.

- EMS supplies -
 - New probes functioning and no issues noted.
- Medical oxygen -
 - Unremarkable.
- Knox Boxes -
 - Unremarkable.

- Monthly Trainings-
 - 12/19 - UH EMS training.
- ★ Departmental update-
 - OTARMA response updated acknowledged.
 - 01/26 - Active shooter drill in Conneaut.
 - Conducted training on lithium ion fires by the State Fire Marshal's Office.

ACTION NEEDED-

- **Unremarkable.**

report ending 12/23/23 Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to Karl, me, Mike, Fiscal

Tue, Dec 26, 2023, 2:22 PM

Good afternoon,

In the last 2 weeks, I have used 11.25 sick hrs. My comp balance is 62.64 hrs.

I attended the BWC meeting. I put together a response to the OTARMA risk assessment.

We plowed snow/salted on 12/19-20. We used about 7 tons of salt. I was going to put yard tile in on Buie last week, but it snowed. Also, I was going to set the tile back so we wouldn't need to move it again if we do an OPWC, but that is where the water main is at. The main is only 3' deep, so the new pipe will have to go in front of it. This shouldn't pose any issue with the OPWC. I also have a tile request on River. That job should only take a couple hours. We removed a dead deer for a resident. I had a report of a STOP sign down. I notified ODOT, as it was their sign.

Plow trucks were emptied and washed. The loader was washed. I took some parts from the loader to be sandblasted and painted.

The standby generator is fixed. I tested it to be sure. Between Karl and I, we got the automatic exhaust/ air handler working.

Upstairs, the plumber is finishing up. The final inspection on the plumbing should be this week. Kitchen cabinets and trim are done. We should be ready for the final inspection by the building dept. I'm going to try to schedule that this week as well.

Yard waste was emptied 4 times.

I think I will probably be at the meeting, so that we can discuss the OTARMA report and the construction project at the Firehall.

Thank you.

--

Chris Bradek

Superintendent

Road, Park, and Cemetery Depts.

440-224-2377

Kingsville Township Zoning Department

Zoning Report

December 13, 2023 - December 25, 2023

Permits Issued:

- None

Warnings / Inquiries/Violations:

- None