

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING

May 28, 2025

The May 28, 2025 regular meeting of the Kingsville Township Trustees was called to order by Chairman Michael Cliff, followed by the Pledge of Allegiance. Karl made a motion to waive the reading of the May 14, 2025 meeting minutes and approve as presented. The motion was seconded by Jim. Motion carried.

FINANCIALS: 1) Mike D. reported that all bills are paid and current. 2) The 2026 Budget is due July 16, 2025. 3) Received 2nd quarter payment (\$18,500) from Sheffield Township for Fire/Ems coverage. 4) Karl made a motion to pay the bills. Motion seconded by Jim. Motion passed. 5) Mike D. discussed the need for a budget meeting prior to submitting 2026 budget to the Ashtabula County Auditor.

CORRESPONDENCE: 1) Karl received a phone call from Dave Horton to follow up on street light for his property. Karl to follow up with FirstEnergy. 2) Mike publicly thanked Sharon & Dennis Huey for their work in the park planting flowers and mulching. 3) Mike thanked Karl for the Memorial Day Service at LuLu Falls Cemetery, as well as Chris and his team for getting the Cemetery ready for the Memorial Day Service. 4) Kent & Katie Wheeler at 3146 E. Main St. called to request an easement on the property of Kingsville Township to the West of their property. The easement requested is for the purpose to allow for the rebuilding of the rear of their house without restrictions from the Ashtabula County Building Department. The restrictions in the building code call for a one (1) hour fire rating on the new construction adjacent to the property line due to insufficient side setback (5 feet or less) from the property line. The easement requested would be a deed restriction on the Kingsville Township property to adhere to the current zoning regulations of a fifteen foot side setback for any future building on the Kingsville Township property at 3130 E. Main St.

PUBLIC COMMENTS/CONCERNS: None

DEPARTMENT REPORTS:

Road Dept: Report received.

Fire Dept: Report received. Total runs to date: 418, EMS runs 341, Mutual Aid runs 110.

Zoning: Report received. Two (2) zoning permits issued. Four (4) violation notices sent for high grass.

KIRC: No Report

Karl made a motion to attach department reports as addendums. Motion seconded by Jim. Motion passed.

OLD BUSINESS: 1) FD Renovation – Waiting on weather to the replace roof. 2) Kingsville Boosters set up at the Kingsville Public Library Lawn Sale and sold memorial bricks for the Gazebo.

NEW BUSINESS: 1) Jim made a motion to accept the resignation of Logan Platt from the Fire Department. Motion seconded by Karl. Motion passed. 2) Mike made a motion to have a Special Meeting for the Budget on 6/10/2025 at 5:00pm. Motion seconded by Karl. Motion passed. Jim will advertise the special meeting on the website and digital sign. 3) Jim made a motion to draft a letter to not build within 15 feet of the East property line of the Fire Station Property (3130 E. Main St.) as requested by Kent & Katie Wheeler at 3146 E. Main St. Motion seconded by Karl. Motion passed. 4) Mike made a motion to hire Lynn Randolph Tree Service to take down tree on the tree lawn on Sheldon for a cost not to exceed \$900.00. Motion seconded by Jim. Motion passed. 5) Jim made a motion to give Kingsville Public Library access to update the digital sign as needed. Motion seconded by Karl. Motion passed.

PUBLIC COMMENTS/CONCERNS: None

Mike made a motion to adjourn the May 28, 2025 regular meeting of the Kingsville Township Trustees. Motion seconded by Karl. All in favor. Motion passed.

Michael Cliff Chairman

Michael DeFazio, Fiscal Officer



Kingsville Township Fire Department Meeting Report

05/28/2025

Departmental Updates:

- Runs to date (05/28/2025): +53 = 418
 - EMS - +43=341
 - Mutual Aid Provided-
 - Conneaut- +2 = 20
 - North Kingsville-+4=51
 - Monroe - +1=8
 - Sheffield - +6=28
 - Plymouth -+1 =2
 - Pierpont - =0
 - Ashtabula Township - =1
 - Ashtabula city - =0
 - Total Mutual aid provided:= +14 =110
- Fire Station-
 - Chief's office - Removed equipment from in there.
- Fire Inspections-
 - TA - Reinspection needed
- Employee Matters-
 - Approval to accept Logan Platt resignation
 - Resigned due to multiple PT jobs in Jefferson and focusing on different avenues.
- Schedule (Current)
 - - June schedule - 32 hours available in 8 hour increments that we are working on getting filled.



- Recall / All Call - Recall placed for large brush fire behind the Kingsville Motel.
- Overnight Shifts
 - Unremarkable
- After hours / AUX / Second out calls:
 - 8 total calls : x4 handled by mutual aid
 - Provided M/A : 1
 - Needed M/A(only one responder from KFD or HBOA) : 4
 - 2nd out calls: 1
 - 2nd out calls HBOA:1(one responder from KFD)
 - 3rd out calls - 1 handled by other agency
 - Calls in Sheffield not handled by KFD - 1 handled by PLY after hours
 - 2200-0600 calls in NK not responded to: 2
- Budget - 2025
 - Total EMS revenue: see attached(2025 EMS revenue)
 - Payment summary
- Computer Aided Dispatch / MARCS
 - All portable radios have been reprogrammed.
 - Awaiting mobile radios to come in.
- OTARMA
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - First Due - continuing to move forward with implementation.
- Turnout Gear / Gear / apparel
 - Unremarkable.
- Squad 619(Reserve)
 - Starter had to be replaced, work done in house by Batanian.
- Engine 621



- Unremarkable.
- Engine 611
 - Unremarkable.
- Squad 609(First Out)
 - unremarkable
- Brush Truck 604
 - Starter issue - awaiting parts.

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

- Monthly Trainings-
 - 05/24 - Extrication training with the FF1 class
 - 05/20 - UH EMS training cardiac arrest updated SOPS
- ★ Departmental update-
 - First Due
 - EPCR go live date on 06/01
 - Verizon wireless - Will be ordering an Ipad for the fire department.
 - UH Paramedic refresher - working on completing online training requirements - 90% completed
 - Kingsville Elementary Career Day this friday
 - Participated in the Edgewood Seniors Parade.
 - Followed up with SFM investigators on fatal fire.
 - June 4th 0930 hours - Fire Investigators are using the meeting room to interview family.
 - ISO update-
 - Gathered our data now awaiting the ACSO to provide me with the dispatch sheets from 2023 - present on 100 series calls in order to submit to the ISO manager.



ACTION NEEDED-

- **Unremarkable.**

Chris Bradek <chris.bradek@kingsvilletwp.org>

Tue, May 27, 10:52.

to Mike, me, Karl, Fiscal 

Good morning,

For the last 2 weeks, I have used 8 hrs of comp time. My comp balance is 112.64 hrs.

Jim and Dale worked mostly in Lulu, getting ready for Memorial Day. I helped some too. They also kept up with the park and Presb. cemetery.

I took the bucket truck to Sheffield so they could restring their flagpole. Ashtabula City brought their bucket truck to Lulu, so we could restring ours. We are going to need a new top on our pole. The pulley is wore and the rope wants to ride off the side of it, if you aren't careful. Sheffield borrowed our cement mixer.

Just a reminder, both of the road levies are expiring.

There was a crosspipe that failed on Brydle Rd. I got a call from the resident at that location, who alerted me to the situation. After checking the problem, I closed the road. Over the following 2 days, with the help of Mark from Sheffield, we replaced the pipe. Neal stopped the following day and told me that he replaced all the pipes on Brydle in the fall of 82 and/or spring of 83. I expect that they will all need to be changed again. There are 5 more that are ours. One is concrete, that I've already done some work to, the rest I think are galvanized. I know there is another one that is not very good. I was hoping to hold off and do those as part of an OPWC Project in the future. The crosspipe under Buie at the intersection of S. Wright St. is also in poor condition. Again, this would have been part of the OPWC that we didn't get.

I have a plan for fixing the hills on Brydle, where they keep breaking up. It involves digging down and removing the existing base, adding to and reworking the existing subdrain, and layering in new base with fabric or mesh. This will be fairly extensive work. I haven't worked up any cost estimate yet, but I'm sure we won't be able to do it this year. Another option might be to put down paver patches again, like we had the County do a couple of years ago. After we get Dibble paved and the chip seal done, we can see if this is something we can afford. There are any number of other ideas that we can implement, including smaller repairs, or just grading the road back into gravel.

I had a call from a resident on Sheldon, who has a rotten tree in his yard. The tree is in the right-of-way and he asked that we remove it. Lynn Randolph will take care of this for us, for \$900.

While hauling stone for the driveway in Lulu, #16 had a brake chamber go bad on the rear axle. I was able to get the truck back to the garage. I changed the parking brake side of the chamber.

I picked up the new drum for the roll spreader. I'll try to have that back together this week.

Shetler replaced the damaged gutter and repaired the seals on the overhead door. This was an insurance claim. We already have the money, minus the deductible, from OTARMA.

At the Fire Department:

- 1) There is a dumpster on site for the roof replacement.
- 2) Newhart has the stub through the bay wall. I will work toward cleaning up and grading the yard.
- 3) None of the plumbing inside is hooked up. The water is still off.
- 4) We are watching the weather for an opportunity to get the roof done. Currently, it looks like we may have a window from the 31st- 5th.

Yard waste was emptied 5 times.

Thank you.

--

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

Kingsville Township Zoning Department

Zoning Report May 13, 2025 - May 26, 2025

Permits Issued:

#857 Issued to Debbie Sherburne at 5062 S. Wright St. for an accessory use (detached garage).

#858 Issued to Ronald Kincaid at 5405 Arbor Dr. for an accessory use (storage shed).

Warnings / Violations/Inquiries:

High grass notices sent out.

- 1) Daniel Partridge @ 2161 S. Ridge Rd.
- 2) Jeffrey Simmons @ 2994 W. Main St.
- 3) Marsha Brooks @ 2462 South Ridge Rd.
- 4) Steven Narducci @ 6926 Reed Rd.

Variance / Conditional Use: None