

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING

July 23, 2025

The July 23, 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 July 9, 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) Need a Resolution to Appropriate Funds from Unencumbered Balances to pay for Dibble Rd. Paving. 3) Jim made a motion to pay the bills. Motion seconded by Karl. Motion passed.

CORRESPONDENCE: 1) Mike D. received an email from Suit-Kote advising customers that Suit-Kote has been exposed to a check washing scheme and to contact Suit-Kote prior to sending any payments by mail. 2) Mike D. received a packet from Jim Evans regarding full-time employee benefits. Trustees will reach out to Jim Evans for clarification on the packet. 3) Mike D. received an email from the First Baptist Church requesting use of the park on August 8, 2025 at 6:00pm. 4) Karl received correspondence from Rose Cummings regarding city water on Rt. 84 East. 5) Jim received an email from the Ashtabula County Engineer advising the closure of S. Ridge Rd. from July 28, 2025 – December 15, 2025 for Bridge Replacement over Conneaut Creek.

PUBLIC COMMENTS/CONCERNS: 1) Dave Horton (3696 State Rt. 84) asked for an update on his request for a street light to be installed in front of Kingsville Towing on State Rt. 193. Karl will follow up with FirstEnergy. Dave Horton also advised his insurance carrier has raise his insurance premium by \$4,500 based on the ISO Rating of 10 for Kingsville Township. 2) Denny Page (5588 Wright St.) asked Jim about putting wood chips down on the LuLu Falls Nature Trail. Jim hopes within the next month to put down the wood chips. Denny asked about Kingsbury East and the intentions for the future of Kingsbury East now that it has been surveyed and marked out. Denny hopes the trustees will explore options for public access to the river and not consider vacating the end of Kingsbury East. Jim discussed possible options for the road.

DEPARTMENT REPORTS:

Road Dept: Report received. Jim read the tree report received for cemetery tree.

Fire Dept: Report received. Total runs to date: 571, EMS runs 469, Mutual Aid runs 161.

Zoning: Report received.

KIRC: No Report

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

OLD BUSINESS: 1) Yard Waste – Discussion on possible changes.

NEW BUSINESS: 1) Jim made a motion to allow the First Baptist Church to use the park on July 26, 2025 from 10:00am to 6:00pm, and August 8, 2025 at 6:00pm. Motion seconded by Mike. Motion passed. 2) Jim made a motion for Resolution 2025-013 (Resolution to Appropriate Funds from Unencumbered Balances) to appropriate \$100,000.00 from Gasoline Tax #2021 for account code #2021-330-323-0000 to pay for Dibble Rd. Paving. Motion seconded by Karl. Mike D. read 2025-013 Resolution to Appropriate Funds from Unencumbered Balances in its entirety. On a Call of Roll: Mike Cliff - Yes, Karl Brunell – Yes, Jim Branch - Yes. Resolution 2025-013 adopted. Motion passed. 3) Mike made a motion for a proclamation to recognize The Kingsville Area Little League (9-11 year old girls team) on their recent accomplishments (District 1 Champions and State Runner Up). Motion seconded by Karl. Mike read the proclamation. On A Call of Roll: Mike Cliff – Yes, Karl Brunell – Yes, Jim Branch – Yes. Motion passed.

PUBLIC COMMENTS/CONCERNS: 1) Denny Page (5588 Wright St.) asked for an update at the next meeting regarding if the camera on Kingsbury East is on Kingsville Township property and the owner of the camera.

Karl made a motion to adjourn the July 23, 2025 regular meeting of the Kingsville Township Trustees. Motion seconded by Jim. All in favor. Motion passed.

Michael Cliff, Chairman

Michael DeFazio, Fiscal Officer



Kingsville Township Fire Department Meeting Report

07/23/2025

Departmental Updates:

- Runs to date (07/23/2025): +54 = 571
 - EMS - +43=469
 - Mutual Aid Provided-
 - Conneaut- +3 = 28
 - North Kingsville-+6 = 71
 - Monroe - +0=9
 - Sheffield - +6=47
 - Plymouth - +2=5
 - Pierpont - =0
 - Ashtabula Township - =2
 - Ashtabula city - =0
 - Total Mutual aid provided:= +17 =161
- Fire Station-
 - Email sent for status update
- Fire Inspections-
 - Reinspection at TA - cleared
 - Reinspection at APL - scheduled
- Employee Matters-
 - J. Behm hired and has started working training shifts
- Schedule (Current)
 - - August availability getting put in by the crew.



- Recall / All Call - unremarkable.
- Overnight Shifts
 - unremarkable
- After hours / AUX / Second out calls:
 - 6 total calls : x5 handled by mutual aid
 - Provided M/A : 3
 - Needed M/A(only one responder from KFD or HBOA) : 5
 - 2nd out calls: 3
 - 2nd out calls HBOA:3
 - 3rd out calls - 0
 - Calls in Sheffield not handled by KFD - 0
 - 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
 - Radios update- still waiting for the new mobiles to come in.
- OTARMA
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - First Due - implementing all modules
- Turnout Gear / Gear / apparel
 - Placed order at Sports&Sports
 - Order received
- Squad 619(Reserve)
 - Serviced at Kingsville Towing - AC repaired and dye put in.
 - Trying to work with everyone's schedule to take the truck to Dalins for an alignment.



- Engine 621
 - EVT coming to look at #1 discharge valve it is leaking.
 - Ongoing - still awaiting tech to come service/PM rescue pump.
- Engine 611
 - Unremarkable.
- Squad 609(First Out)
 - Unremarkable.
- Brush Truck 604
 - Responded to calls yesterday and the engine cut out on each call, EVT looking at tomorrow.

- EMS supplies -
 - Will be looking along with other members on items we would like to spend the grant on.
- Medical oxygen -
 - Unremarkable.
- Knox Boxes -
 - New Apostolic Church ordered the Knox Box.
 - Update - They received it and have been given instruction on where to install.

- Monthly Trainings-
 - CPR training next Monday, small class in the meeting room.
- ★ Departmental update-
 - First Due
 - Optimizing end user experience.
 - Penn Care - Medix Type III \$217 - 225,xxx / Type I F-series 280,xxx // Remount price - TBD coming the 17th to check out the squads.
 - Update - Still do not have prices back as of today.
 - Followed up with the 911 coordinator that's submitting info for the ISO, have not had return correspondence.
 - Followed up with the Penn Care Rep for a status on the remount pricing.
 - Emailed receipt to Fiscal Officer for Indeed.



ACTION NEEDED-

- **Unremarkable.**

Chris Bradek <chris.bradek@kingsvilletwp.org>

Mon, Jul 21, 2:06 F

to Mike, me, Karl, Fiscal 

Good afternoon,

For the last 2 weeks, I used 8 hrs of vacation and 3 hrs of sick time. My comp balance is 96.64 hrs. My PERS anniversary is at the end of the month. I should get 40 hrs of vacation added to my total, as of the August 8th paycheck. My accrual should change to 7.7 hrs per pay, beginning the following week.

Jim and I have both been mowing in Lulu. I've tried to keep the yard mowed at the garage. Jim has been doing all the other mowing.

I previously sent you the report on the Beech tree, from Jason, with Lake Metroparks.

I received word from the County that South Ridge Rd will be closed for bridge replacement, 7/28-12/15.

The Commissioners are in the process of making the change to the Green Road right-of-way official.

Mark Degan and I installed tile and a catch basin on Buie. We ditched on East Maple, Maple, and Benetka. I also helped him with a funeral.

Mr. Efantis, 5611 Dibble, called about his driveway apron, again. He let me know that he is not happy with us or the County. He thinks his entire apron should have been paved, so there is no lip for him to catch when he plows snow.

I cleaned up the rest of the tree that came down on Creamer.

The survey work to mark Kingsbury East, from South Ridge to the river, should be almost done. They still needed to locate the centerline of Kingsbury at South Ridge. They are marking the centerline of the right-of-way. Whatever we want to do after that will be solely on us. We should probably put in some type of stakes or posts to make the marking more permanent. Jim Branch and I walked the right-of-way, to see what conditions were like.

The backhoe and loader were greased.

I ordered more banding to hang the banners. With the cost of the banner, a set of brackets, and the banding, we should probably up the banner fee to \$320, at least. That doesn't even account for the use of the truck or the labor to put them up and take them down.

At the Fire Department:

- 1) We passed our rough-in inspection.
- 2) The existing bath exhaust fan is not operable, nor repairable, according to the electrician. We will seal it up and put in an overhead fan vented out the south wall, above the ceiling.
- 3) The mason came back and got the rest of the cracks in the east wall sealed.
- 4) Shetler is going to come install the foamboard, then we can have our next inspection.
- 5) Zeigler is going to rework the HVAC ducts.
- 6) None of the plumbing inside is hooked up. The water is still off.

Yard waste was emptied 8 times. We are planning to close the site next Thursday, before we go home.

Thank you.

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Chris Bradek

Kingsville Township Superintendent

Road, Park, and Cemetery Depts.

440-224-2377

Kingsville Township Zoning Department

Zoning Report July 8, 2025 - July 21, 2025

Permits Issued: #860 Issued to Brad Randolph at 5300 Arbor Dr. for an accessory building (agricultural use).

Warnings / Violations/Inquiries:

- 1) Received an email from Sandy Leary at the Ashtabula County Engineers Office advising South Ridge Rd in Kingsville Township will be closed at the bridge over Conneaut Creek from 7/28/25 - 12/15/2025 for bridge repair.

Variance / Conditional Use: None