

KINGSVILLE TOWNSHIP TRUSTEES REGULAR September 22, 2021

The September 22, 2021, regular meeting of the Kingsville Township Trustees was called to order by Jim Branch, Chairman, followed by the Pledge of Allegiance. Jim Branch made a motion to waive the reading of the September 8th regular meeting minutes and minutes were approved with corrections. Mike Cliff seconded the motion; all yes. Minutes were available.

CORRESPONDENCE: 1) Mike Cliff received a phone call regarding tree limbs blocking the view of oncoming traffic. The road department took care of the limbs. 2) Jim Branch received an email from Mrs. Edixon regarding use of the park. 3) Chris received a request from the Tops Club to use the picnic tables in the park. 4) Karl Brunell received a letter from ODOT regarding a stimulus program. Project must be within the limits. Mike said there might be a webinar for this. We can apply to multiple projects and see what we receive.

FINANCIALS: No transfers. Karl Brunell made a motion to pay the bills. Jim Branch seconded the motion; all yes.

OLD BUSINESS: 1) Mike Cliff needs to meet with Sheffield Township to discuss where we stand with the work hours they are saying we owe them for work completed for work down between 2009 and 2013. 2) Fox Road looks good. Much smoother than it was. 3) Chris reported they would be doing more paving in the near future. County is on State Road doing cold mix paving and at the end of Fox Road. They are also working north of the bridge near Monroe. 4) Karl Brunell spoke with Ryan Lencil regarding the sign in the park. Ryan is going to contact Dave West regarding pressure washing of the sign. The board will meet to look at the sign to approve. 5) Lulu Falls Trail Eagle Scout Project, They have added woodchips to the pathway and cleared more trails. The project is moving along nicely and plans are to be done by mid-October. 6) Mike Cliff asked about the house next to Kingsville School. Viola Ingram said she does not have the deed to the house so she will not do anything without the deed. Discussion was held regarding what can be done and who to contact. Jim Branch said he will try to submit information to the prosecutor.

NEW BUSINESS: 1) Jim Branch made a motion to accept the department reports as addendums to the minutes. Mike Cliff seconded; all yes. 2) For the record there have been 702 calls YTD for Fire/EMS. 580 are EMS and 285 have been mutual aid calls. 3) Jim Branch made a motion to cancel the Windstream account for the prior fiscal officer and transfer the number to the Verizon account so everything will be in one spot going forward. Jim will contact the person that set up the road department account with Verizon. Mike Cliff seconded. All yes. 4) Mike made a motion to purchase a cell phone for the fiscal office position and transfer the number already being used. Karl Brunell seconded. All yes. 5) Resolution No. 2021-009 appointing Michelle Cleveland as Township Fiscal Officer, effective September 8, 2021. Sarah Patterson resigned from her position as Fiscal Officer for the Township effective August 25, 2021. Jim Branch made the motion and it was seconded by Mike Cliff. Roll call was completed. Jim, yes. Mike, yes and Karl, yes. 6) Resolution No. 2021-010 to hire Joanne Clapp as an assistant to the township fiscal officer at the rate of \$25 per hour. Roll call was completed. Jim, yes. Mike, yes and Karl, yes. 8) Michelle Cleveland was officially sworn into office by Karl Brunell. 9) Mike Cliff made a motion to adopt a new timesheet for Kingsville Township Road Department to track time and make processing payroll easier. Seconded by Jim Branch. All yes. 10) David West had no new business at this time. 11) Mike Cliff received a request to update the security system for the township garage. We received a quote from Vector Security Systems and from Radio Active Electronics. A motion was made by Mike Cliff to hire Radio Active to install the security system at the garage. Karl Brunell seconded. All yes. 12) Email was sent to ODOT regarding a sign grant. PO has been submitted in the amount of \$1200 for signage. Chris has not been contacted yet. It will most likely be next fall. We will ask the County to use their equipment to install poles and Chris and the road crew will complete the remaining work. 13) Chris reported he had no new business at this time. 14) Mike DeFazio said he had no new business. 15) No public comments.

Jim Branch a motion to adjourn the September 22, 2021, regular meeting of the Kingsville Township Trustees. Mike Cliff seconded the motion; all yes.

Jim Branch, Chairman

Michelle Cleveland, Fiscal Officer



Kingsville Township Fire Department Meeting Report 09/22/2021

Departmental Updates:

- Runs to date (09/21/2021): +39 = 702
 - EMS - +37=580
 - Mutual Aid Provided-
 - Conneaut- = 10
 - North Kingsville- +8=160
 - Monroe - +3=47
 - Sheffield - +3= 16
 - Plymouth - +1=28
 - Ashtabula Township - 0
 - Ashtabula city - +1 = 3
 - Total Mutual aid provided: 285
- Fire Station-
 - Pressure washed front and rear pad
 - Washed bathroom walls
 - Will be replacing the bathroom faucet due to a leak.
 - Cleaned rear area of bay 3.
- Fire Inspections-
 - Will be scheduling the Library inspection.
 - Inspected Kids only
- Employee Matters-
 - J. Cook - continued his LOA due to poor availability from having to find new daycare.
- Schedule (Current)
 - Schedule 100% full with ALS coverage everyday.



- Recall / All Call - Unremarkable.
- Overnight Shifts
 - Unremarkable.
- After hours / Second out calls:
 - 6 total calls :
 - Provided M/A : 2
 - Needed M/A(only one responder from KFD or HBOA) : 1
- Budget - 2021
 - Total EMS revenue: see attached(2021 EMS revenue)
 - Payment summary.
- Computer Aided Dispatch / MARCS
 - Unremarkable.
- OTARMA
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - Updated inspection module to latest version.
- Turnout Gear / Gear / apparel
 - Prices and posters completed and will forward that to Boosters for approval.
- Squad 619(First out)
 - Pressure washed.
- Engine 621
 - Acquiring prices for annual pump testing.
- Engine 611
 - OOS
- Squad 609(Reserve)
 - Scheduled for new tires on 9/23 @ Bob Sumerel tire Co.
- Brush Truck 604
 - Unremarkable.



- EMS supplies -
 - Ordered patient moving devices for each squad.
 - Placed a supplies restock order with ACEMA.
- Medical oxygen -
 - Unremarkable.
- Knox boxes-
 - Working with AMHA to get the South Ridge Village Estates a central Knox Box with a master key for the apartments.
 - ongoing .
- Monthly Trainings-
 - EMS training at UH CMC on 9/21
- ★ Departmental update-
 - Medicount BWC recertification- ongoing.
 - BWC grant follow up completed.
 - Update- needed a couple of other invoices that I missed but those have since been submitted.
 - Received 15 cases of canned water.
 - 09/10 - Escorted the Happy Hearts Softball team, and they won their league championship!
 - Updated our 211 info.
 - Updated our info/contacts with the County Building Department.
 - Updated our OHTrac account and added members.

- ★ **ACTION NEEDED-**
 - **Unremarkable.**

report ending 9/18/21 Road Department



Chris Bradek <chris.bradek@kingsvilletwp.org>

to me, Mike, Karl, Fiscal

Mon, Sep 20, 2021, 2:34 PM

Good afternoon,

Since the last report, we had 8 hrs of holiday pay. Jim was off 1.5 hrs for a doctor's appointment. Scott used a sick day. Scott and I had overtime on Fox Rd, totaling 13.25 hrs. I also had overtime for the last meeting. I took all of my overtime as comp time.

Jim has been keeping up with the grass.

We took the camera down in the cemetery. We dug and poured a footer last week.

We installed the culvert pipe on the Lulu Falls Trail.

Jim fixed a broken seat on one of the picnic tables in the park.

Scott has been mowing the roadsides.

Painting the crosswalks and the rail crossing are on hold. The County is behind and not sure when they will be able to do it. I may have them wait until spring. That way, the paint can have all summer to cure before we start rubbing it with snow plows.

Stabilization on Fox is complete. Paving was tentative for Thursday, but with the forecast, I expect it will be next week. We will try to get as much of the finish work done as we can, but I fear it may be spring before it is totally completed.

The bucket truck was inspected and passed.

The F550 needed a new battery.

Kubota mower deck 12197 has the second new idler pulley in under 12 months. This one should be warrantied. We were billed, but should receive a credit. We took the deck to Bortnick's to have them check it out, in case there was another issue causing the idler to fail. They found no other problem.

Lenox Equipment was able to find an aftermarket key switch for the 995 tractor. It did not fix the problem. We must have an issue in the wiring.

I've had one more contractor come to look at the upstairs. No prices yet. Another of the contractors that I called, plus one additional, have said they are not interested at this time. There are still four that I called who have not responded.

Stanwade came and fixed the paint on the fuel tanks. The tanks belong to the fuel company, so there is no cost to us.

With regard to hours owed to other townships, we checked with Monroe and Plymouth. Monroe said we owe them 8 hours of trucking from Fox Rd. I agree. Plymouth said he will have to look it up. The last thing they helped us with was the sub-drain on Brydle. Before that was Hadlock. I know that we owe N. Kingsville 12 hrs of trucking from Fox Rd.

Yard waste was emptied four times.

Thanks,
Chris

Kingsville Township Zoning Department

Zoning Report

September 7, 2021 - September 20, 2021

Permits Issued:

- None

Warnings / Inquiries/Violations:

- Disabled vehicles @ 3017 W. Main St. (Unresolved)
- Violation notices sent to William Ingram @ 5845 St. Route 193, and to Catherine Garnet McCloud Ingram @ 5569 James River Road Huntington WV, 25704 for garbage, refuse, and other debris @ 5849 St. Route 193