

## **KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING April 24, 2024**

The April 24, 2024 regular meeting of the Kingsville Township Trustees was called to order by Chairman Jim Branch, followed by the Pledge of Allegiance. Karl made a motion to waive the reading of the April 10, 2024 meeting minutes and approve as presented. The motion was seconded by Mike. Motion carried.

**FINANCIALS:** Mike D. reported that all bills are paid and all bills are current. Mike made a motion to pay the bills, seconded by Jim. Motion carried.

**CORRESPONDENCE:** 1) Jim received a card from Mr. Lynch thanking the road department for fixing snow plow ruts on Donna Dr. 2) Jim received an email from Civic Plus regarding social media management services. 3) Jim gave an update on IRS claim from 1<sup>st</sup> and 2<sup>nd</sup> quarter of 2021. 4) Jim received an email from BWC requesting 300AP report for 2023. Mike D. filled out report online. 5) Request received to reserve park on July 7, 2024. 6) Jim presented NOPEC update on Kingsville Township's NOPEC grants.

**PUBLIC COMMENTS/CONCERNS:** 1) A representative from the Red Cross presented a flyer to the executive board requesting permission to post a message on the digital sign in the park for a blood drive on May 6, 2024.

**DEPARTMENT REPORTS:** **Road Dept:** Report received. **Fire Dept:** Total runs to date: 329, EMS runs 269, Mutual Aid runs 102. Mike gave an update on fire department renovation and repairs required to Engine 621. **Zoning:** No permits issued. **KIRC:** No Report. Mike made a motion to attach department reports as addendums. Motion seconded by Karl. Motion carried.

**OLD BUSINESS:** 1) Mike gave an update on the Fire Department renovation. Waiting on a decision from EPA regarding the septic system. 2) Jim discussed the county dispatch contract. 3) Jim will have an update from Ashtabula Township after May 8, 2024 regarding Stevens road maintenance. 4) Alan Kohta from Sheffield Township advised Northeast Joint Fire District's next meeting is May 9, 2024. 5) Mike gave an update on Kingsville Fire Department and the Fire District. Mike advised Kingsville Township is still waiting on response from the county prosecutor.

**NEW BUSINESS:** 1) Karl made a motion to purchase a water backflow device for the cemetery not to exceed \$1,500.00. Mike seconded motion. Motion carried. 2) Discussion on possible uses for enclosed trailer. 3) Jim made a motion to purchase 80 tons of road salt from ODOT 2024 road salt contract. Mike seconded motion. Discussion to enter into contract with ODOT for road salt in 2024. Jim presented resolution 2024-007 (2024 ODOT road salt contract) for approval. On a call of roll: Jim Branch – Yes, Karl Brunell – Yes, Mike Cliff – Yes. All in favor. Resolution passed. Motion carried. 4) Jim made a motion for renewal of 2.5 fire levy on November 2024 ballot. Mike seconded motion. After discussion on renewing fire levy Mike advised he would gather some additional information and options for further discussion on fire levy. 5) Mike made a motion to establish an hourly wage of \$25.00 per hour for consulting services as needed to assist the fiscal officer not to exceed 80 hours. Jim seconded motion. Motion carried. 6) Karl made a motion to allow Brandy Fagan to use the park on July 7, 2024. Jim seconded motion. Motion carried. 7) Karl advised Memorial Day service at the cemetery will be May 27, 2024 at 8:00am. 8) Karl is currently working on hanging Hometown Hero banners around town. 9) Mike made a motion to post Red Cross blood drive May 6, 2024 on digital sign in park. Karl seconded motion. Motion carried. 10) Mike made a motion to pay dispatch contract of \$12,350.00. Karl seconded motion. Motion carried. 11) Mike made a motion to repair Engine 621 at cost of \$ 56,275.43. Karl seconded motion. Motion carried. 12) Mike made a motion to send an amended budget to the county auditor for \$60,000.00 in additional repairs and maintenance. Jim seconded motion. Motion carried. 12)

Jim made a motion to go into executive session for personnel. Mike seconded motion. On a call of roll: Jim Branch – Yes, Karl Brunell – Yes, Mike Cliff – Yes. Jim made a motion to exit executive session. Mike seconded. On a call of roll: Jim Branch – Yes, Karl Brunell – Yes, Mike Cliff – Yes. 13) Jim made a motion to raise Jim Evans pay to \$20.00 per hour. Mike seconded motion. Motion carried. 14) Jim made a motion to give Road Superintendent Chris Bradek a 3% pay raise. Mike seconded motion. Motion carried.

**PUBLIC COMMENTS/CONCERNS:** None

Karl made a motion to adjourn the April 24, 2024 regular meeting of the Kingsville Township Trustees. Mike seconded the motion. All in favor. Motion carried.

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Jim Branch, Chairman

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Michael DeFazio, Fiscal Officer



## Kingsville Township Fire Department Meeting Report

04/24/2024

### Departmental Updates:

- Runs to date (04/23/2024): +24 = 329
  - EMS - +18=269
  - Mutual Aid Provided-
    - Conneaut- +1= 22
    - North Kingsville- =16
    - Monroe - +6=40
    - Sheffield - =29
    - Plymouth - =2
    - Pierpont - =0
    - Ashtabula Township - =0
    - Ashtabula city - = 0
  - Total Mutual aid provided:+=+7 =102
- Fire Station-
  - Plans forwarded to board.
- Fire Inspections-
  - New fire alarm panels are being installed in Kingsville Elementary.
  - TA-Kingsville is adding an EV charging station in the south parking lot.
    - Sent to zoning for approval.
- Employee Matters-
  - Still actively recruiting on Indeed.
- Schedule (Current)
  - The May schedule is out and working on getting everything filled. Currently still 4 full shifts and 8 partial shifts need filled.



- Recall / All Call - Unremarkable.
- Overnight Shifts
  - Unremarkable.
- After hours / AUX / Second out calls:
  - 2 total calls : x2 handled by Sheffield/Monroe or mutual aid
  - Provided M/A : 0
  - Needed M/A(only one responder from KFD or HBOA) : 2
  - 2nd out calls: 0
  - 2nd out calls HBOA:0
- Budget - 2023
  - Total EMS revenue: see attached(2024 EMS revenue)
    - Payment summary
- Computer Aided Dispatch / MARCS
  - Will be setting up email with ID Networks to receive dispatch sheets.
- OTARMA
  - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
  - Unremarkable.
- Turnout Gear / Gear / apparel
  - Unremarkable.
- Squad 619(First out)
  - All tires have been replaced and the ride is very smooth now.
- Engine 621
  - Got an update today from CountrySide about the Engine.
    - Turbo actuator needs replacing, tie rod end boots are torn and need to be replaced, rear brake pins are slow and could be replaced.
      - There will be an estimate sent when it gets finalized.
- Engine 611



- Lettering quotes being gathered.
- Squad 609(Reserve)
  - Scheduled for PM and brakes on 4/26.
- Brush Truck 604
  - Unremarkable.
  
- EMS supplies -
  - Unremarkable.
- Medical oxygen -
  - Unremarkable.
- Knox Boxes -
  - Unremarkable.
  
- Monthly Trainings-
  - UH EMS training on 5/21.
- ★ Departmental update-
  - EMSAR PM on power loads, cots and stair chairs on 4/24 @ 0900.
  - Performed follow up on the Ohio ground ambulance grant via Grants.gov
  - New computer in service for crews at the Road Department.
  - New furniture placed in the Road Department for FD.
  - Updated Medicount with active roster for billing.
  - Two interviews scheduled for Thursday morning for part time / dependable.

**ACTION NEEDED-**

- **Approval for 2024 dispatched fees of \$12,346.82**
- **Engine 621, 2008 Pierce PUC pump and mechanical service work.**

report ending 4/20/24 Inbox



**Chris Bradek**

to me, Mike, Karl, Fiscal

Mon, Apr 22, 10:47 AM

Good morning,

I used 1 hr of vacation, since the last report. Jim had an hour off with no pay. My comp balance is 117.64 hrs.

Jim and I have been mowing in Lulu. Jim has mowed the park and little cemetery. We had a burial on the 18th. Still a lot of work to get done in short order. There is a burial coming up this Saturday. I'm not available. Jim Evans is sure he can handle it on his own. I have Mark Degan on standby, just in case.

Aqua is requiring a backflow prevention device be installed on the service in the Cemetery. They will then require annual testing. A traditional backflow device would need to be installed above grade and have a protective structure built around it. The cost of the device is \$400 to \$500, plus pipe, fittings, structure, ect. I got Aqua to agree to let us install a hydrant with built in backflow protection. The Woodford S-3 is available. They cost about \$1200- \$1500. Nothing else will be needed, except the annual test. The other option would be to have the service disconnected. The water is currently turned off.

I attended the monthly BWC meeting.

I have a gravity flow gasoline tank coming from 21st Century. We'll probably stick it out near the salt shed where the camera can see it. This will be better than having to fill cans at Circle K every 2 days. We can use that for the Grasshopper and to mix fuel for the chainsaws and weed eaters.

I went to get the new trailer. I've added it to the inventory and notified OTARMA. I have looked into brake controllers for the Freightliners. I think Trivista will be able to help us. Because the truck has air brakes, an additional air switch has to be installed to operate the electric brake control.

I brought the box trailer up from Sheffield. Do we know if there is any paperwork for that trailer? Is it in the Fire Depts inventory? Are the plates on it registered to Kingsville? Do we need to add it to the insurance?

Parts for the bucket truck came in early. I'm hauling it to Ashland tomorrow.

Maintenance was done on the backhoe and loader. Plows and spreaders were taken off of the trucks and stored for the summer.

I began looking for new quotes for the sidewalks on Priest St.

We got the contract for 24/25 salt. To be honest, we probably don't need to order any. However, I think we should get something so that we stay in the system. If we contract for 80 tons, we would only be required to take 72 tons, but could have up to 88 tons. I'll print the agreement for signatures.

The mason is just about finished at the Fire Station. CEI is dropping the power Thursday morning and will put it back up on Friday. I called the roofer to see how his schedule is running. He's about 7 dry, calm, working days away. I haven't discussed any change of plan with him yet. The soil samples were taken. I haven't received the report yet.

Yard waste has been steady.

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  
April 10, 2024 - April 22, 2024**

**Permits Issued:**

- None

**Warnings / Inquiries/Violations:**

- None