

**KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING
May 8, 2024**

The May 8, 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 24, 2024 meeting minutes and approve as presented. The motion was seconded by Jim. Motion carried.

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

CORRESPONDENCE: 1) Jim received an email from NOPEC will be having a virtual roundtable discussion on 5/16/24 from 9:00 – 10:30 am. 2) Kingsville PTA requested use of the park on 5/29/2024. 3) Received phone call from Betty Reed inquiring when all the banners will be put up. 4) Received phone call from Debra Addair at 3140 Creek Rd. requesting input on a drainage issue on her property. 5) BSA Troop 11 requesting use of park on 5/10/24 and 5/11/24 for Mother's Day flower sale. 6) Mr. Lynch emailed requesting an update on lockbox he purchased and never received. 7) Ashtabula County Board of Elections sent letter advertising for poll worker's on election day's.

PUBLIC COMMENTS/CONCERNS: 1) Tom McCumber asked for an update on Engine 621. Karl provided an update on repairs being made to Engine 621.

DEPARTMENT REPORTS: **Road Dept:** Report received. Discussion on Green Rd. Right of Way. **Fire Dept:** Total runs to date: 361, EMS runs 294, Mutual Aid runs 109. **Zoning:** No permits issued. **KIRC:** No Report. Jim made a motion to attach department reports as addendums. Motion seconded by Karl. Motion carried.

OLD BUSINESS: 1) Fire Department Budget discussion tabled until next meeting. 2) Fire Department renovation discussion tabled until next meeting. 3) Discussion on financing \$85,730.00 to purchase Kobelco 55 excavator tabled until next meeting.

NEW BUSINESS: 1) Karl made a motion for Kingsville PTA to use park on 5/29/2024. Motion seconded by Jim. Motion carried. 2) Karl made a motion for BSA Troop 11 to use the park on 5/10/2024 and 5/11/2024. Motion seconded by Jim. Motion carried. 3) Karl made a motion to hire Kathy Bender to do septic system engineering at the Fire Department at a cost not to exceed \$3,600.00. Motion seconded by Jim. Motion carried. 4) Karl made a motion to pay \$2,000.00 of tuition for Chase Bobbit to attend paramedic school with the stipulation he remain active on the fire department roster for two years. Motion seconded by Jim. Motion carried. 5) Jim made a motion to hire paramedic Brandon Martin. Motion seconded by Karl. Motion carried. 6) Jim made a motion to hire Firefighter II/EMT Kevin Ravakhah. Motion seconded by Karl. Motion carried. 7) Karl made a motion to appoint FF/EMT Camden Lee to B Shift dependable position. Motion seconded by Jim. Motion carried.

PUBLIC COMMENTS/CONCERNS: 1) Tom McCumber asked for an update on Kingsville Fire Department's status with the Fire District. Jim advised Kingsville Township has a request for opinion filed with the Ashtabula County Prosecutor's Office. Karl advised that the Fire District attorney believes Kingsville Fire Department is still in the Fire District until January 1, 2025.

Karl made a motion to adjourn the May 8, 2024 regular meeting of the Kingsville Township Trustees. Jim seconded the motion. All in favor. Motion carried.

Jim Branch, Chairman

Michael DeFazio, Fiscal Officer



Kingsville Township Fire Department Meeting Report

05/08/2024

Departmental Updates:

- Runs to date (05/08/2024): +32 = 361
 - EMS - +24=294
 - Mutual Aid Provided-
 - Conneaut- +1= 23
 - North Kingsville- =16
 - Monroe - +6=46
 - Sheffield - =29
 - Plymouth - =2
 - Pierpont - =0
 - Ashtabula Township - =0
 - Ashtabula city - = 0
 - Total Mutual aid provided:+=7 =109
- Fire Station-
 - Plans given to Kristy Vencill.
- Fire Inspections-
 - New fire alarm panels are being installed in Kingsville Elementary.
 - Still need to do the official testing of the system.
 - TA-Kingsville is adding an EV charging station in the south parking lot.
 - Sent to zoning for approval.
 - Ashtabula County Board of DD
 - Union contractors services contacted FD in conjunction with the county building department to do a walk through and inspection of the new system in place.
- Employee Matters-
 - Still actively recruiting on Indeed.



- Have 4 interested applicants // I still need to interview two.
 - See action items for further employee matters.
- Schedule (Current)
 - The May schedule is out and working on getting everything filled. Currently still have 8 partial shifts that need filled.

 - Recall / All Call - Unremarkable.
 - Overnight Shifts
 - Unremarkable.
 - After hours / AUX / Second out calls:
 - 8 total calls : x4 handled by Sheffield/Monroe or 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
- 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.
 - I contacted ID networks and they have our info to put in the system.
- OTARMA
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - Unremarkable.
- Turnout Gear / Gear / apparel
 - Unremarkable.
- Squad 619(First out)



- Unremarkable
- Engine 621
 - Everything has been submitted to countryside for moving forward on repairs.
 - It is torn apart sitting in their shop awaiting parts.
- Engine 611
 - Lettering quotes being gathered.
 - Camden is getting prices from three different vendors for lettering the truck.
- Squad 609(Reserve)
 - Scheduled for PM.
- Brush Truck 604
 - Moved to the RD due to brush fire season.

- EMS supplies -
 - Ordered new manual BP cuffs for each squad, lancets and new stethoscopes.
- 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.
 - This was completed with no issues on the equipment.
 - Performed follow up on the Ohio ground ambulance grant via Grants.gov
 - Completed and submitted.
 - I am checking with vendors in order to move out resource tracking, truck checks and inspections to the same platform.
 - HealthEMS has changed their chart retention software, There is a price to digitally retain our files I am working on the paperwork for that currently.
 - Dispatch invoice placed in Fiscal Officers slot.



ACTION NEEDED-

- **Chase Bobbitt - He has signed up for paramedic school via UH Conneaut**
 - **He has asked for tuition assistance.**
 - **I advised him that previously we helped Austin Hungerford with \$2,000.00 towards medic school tuition with the acknowledgement of a two year agreement to remain active on the roster and fill shifts.**
 - **He agreed to these terms.**
- **Motion to hire :**
 - **Brandon Martin - Paramedic - Actively looking for a fire class to take. He is also interested in a dependable position.**
 - **Kevin Ravakhah - FF2 / EMT - very interested in attending medic school in the future.**
 - **It is my recommendation that these two be hired and added to our active roster.**
- **Motion to approve Camden Lee(FF/EMT) as a B shift dependable**

Chris Bradek

Mon, May 6, 2:12 PM

to me, Mike, Karl, Fiscal

Good afternoon,

I used 2 hrs of vacation, since the last report. Jim had 15 hours of OT in the cemetery, I had 1.5 hrs. My comp balance is 117.64 hrs.

Jim and I have been mowing in Lulu, the park, and little cemetery. I mowed at the Fire Dept. We had a burial on the 27th. Spring footer orders were poured and monument companies were notified.

I ordered the new hydrant for the cemetery. It's in, I still need to go pick it up.

The gas tank is here. It will be filled this week.

I'm having the brake controllers installed in the Freightliners by Phil's Garage. It turns out that we really didn't need anything special. The previous scenario was only if we wanted progressive braking (the harder you push the pedal, the harder the brakes apply). With the standard controller, which is what I'm getting, the trailer brakes apply at a predetermined setting as soon as the pedal is pushed.

I took the bucket truck to the dealer on the 23d. It's done. I'm going to pick it up tomorrow.

The excavator is slated for delivery on the 17th or 20th.

I've made a couple of calls about the sidewalks on Priest. So far, no response.

Mike DeFazio entered our salt contract for 24/25.

I was contacted by the County to meet with Happy Hearts. They would like to have the ditches eliminated and landscaping done along old Green Rd. This is still our right-of-way, according to the County. Can we show where we abandoned this, or put it on unmaintained status? If not, we are still responsible for it. Happy Hearts' next question was, why don't we plow and salt it, and when do we plan to repave it? This project would also involve ODOT, as their water drains down the west side of Green. It will also be an issue for Dominion, as they have a transmission line in the ditch there, and it is exposed. Aqua has a large junction box buried under the old road. They were digging in there last fall for a leak. Maybe they should have some responsibility as well.

Is Kathy Bender approved for work at the Fire Station? Her proposal was attached to the previous email. She is not able to do the schematics for the interior of the building, only the exterior septic and floor drain portion. Are we roofing the east wing? I'm guessing the roofer should be coming soon.

Yard waste was emptied 9 times.

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 23, 2024 - May 7, 2024**

Permits Issued:

- None

Warnings / Inquiries/Violations:

- None