

**KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING
May 22, 2024**

The May 22, 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 May 8, 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) Memorial Day service at LuLu Falls Cemetery is Monday 5/27/24 at 8:00 a.m. 2) Jim received a public records request for a copy of Kingsville Township's Otarma insurance policy. Policy was sent by email. 3) Jim received email regarding TIF meeting for the sewer project. 4) Aqua sent notices requiring backflow preventers at Cemetery and Fire Station. Road Superintendent and Fire Chief will take care. 5) ODNR sent form to be filled out and returned regarding Kingsville Township's use of salt brine on roads. Form filled out by Fiscal Officer and returned. 6) Complaint received regarding road side mowing on Creamer Rd. not being done. Road side mowing will start on Tuesday 5/28/24. 7) Jim received correspondence from Tammy Wagner regarding services she provides.

PUBLIC COMMENTS/CONCERNS: None

DEPARTMENT REPORTS: Road Dept: Report received **Fire Dept:** Total runs to date: 402, EMS runs 334, Mutual Aid runs 116. **Zoning:** Report received. **KIRC:** No Report. Mike made a motion to attach department reports as addendums. Motion seconded by Karl. Motion carried.

OLD BUSINESS: 1) Fire Department renovation – Mike presented an updated sketch of Fire Department for discussion. 2) Fire District – discussion on having a meeting to include Kingsville Trustees and the Fire District Board to discuss options, and the bill the district submitted. Discussion tabled. 3) Discussion on paying for new excavator. Board agreed to pay excavator invoice out of the General Fund.

NEW BUSINESS: 1) Karl made a motion to hire Dylan Gamber for the Fire Department. Motion seconded by Jim. All in favor. Motion carried. 2) Jim made a motion to have Engine 611 lettered for a cost not to exceed \$1,300. Motion seconded by Mike. All in favor. Motioned carried. 3) Mike made a new motion to repair bucket truck at a cost of \$6,553.52. Motioned seconded by Karl. All in favor. Motion carried.

PUBLIC COMMENTS/CONCERNS: None

Mike made a motion to adjourn the May 22, 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

05/22/2024

Departmental Updates:

- Runs to date (05/22/2024): +41 = 402
 - EMS - +40=334
 - Mutual Aid Provided-
 - Conneaut- +1= 24
 - North Kingsville-+2 =18
 - Monroe - +3=49
 - Sheffield - =29
 - Plymouth - =2
 - Pierpont - =0
 - Ashtabula Township - +1 =1
 - Ashtabula city - = 0
 - Total Mutual aid provided:+=7 =116

- Fire Station-
 - Will follow up during the meeting.

- 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.
 - Plans for Circle K south reviewed.

- Employee Matters-



- Still actively recruiting on Indeed.
- See action items for further employee matters.
- Schedule (Current)
 - The June schedule is out and working on getting everything filled. **Currently still have 4 partial shifts that need filled.**

 - Recall / All Call - Unremarkable.
 - Overnight Shifts
 - Unremarkable.
 - After hours / AUX / Second out calls:
 - 3 total calls : x3 handled by Sheffield/Monroe or mutual aid
 - Provided M/A :
 - Needed M/A(only one responder from KFD or HBOA) : 3
 - 2nd out calls: 2
 - 2nd out calls HBOA:2
- 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.
 - This has been completed.
- OTARMA
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - Unremarkable.
- Turnout Gear / Gear / apparel
 - Ordered apparel for the new hires.



- Squad 619(First out)
 - Unremarkable
- Engine 621
 - Pump has been sent out already and they are working on getting the rest of the parts in for full repairs.
- Engine 611
 - See action item.
- 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.
 - Order has been fulfilled
- Medical oxygen -
 - Unremarkable.
- Knox Boxes -
 - Unremarkable.

- Monthly Trainings-
 - UH EMS training on 5/21.
 - Our duty crew attended the training on cardiac devices.
- ★ Departmental update-
 - Attended Kingsville Elementary career day
 - Ordered Knox Box for Hiram Lynch
 - Completed spot inspection for Circle K South.
 - Currently demo'ing Emergency Networking for truck checks, inventory and inspections / resource management.
 - Currently it is the 2024 national EMS week
 - Submitted Fire Recovery MVC report.



ACTION NEEDED-

- **My recommendation is a motion to hire Dylan Gamber**
 - **He is a FF2 / EMT and currently enrolled in medic school that starts in August.**
- **Approval for \$1,300.00 to letter our engine**

report ending 5/18/24 Inbox



Chris Bradek <chris.bradek@kingsvilletwp.org>

to me, Mike, Karl, Fiscal 

Mon, May 20, 2:02 PM



Good afternoon,

In the last two weeks, I have used 32 hrs of vacation. I had 0.5 hr of OT, meeting with Kathy Bender at the Fire Dept. My comp balance is still 117.64 hrs. Jim had 16 hrs of OT in Lulu.

I will be taking additional time off for farming, as the weather allows. I may also be traveling out of the state for a funeral around June 20-24. I will be out of town 6/28-7/1.

Jim and the boys are working in Lulu, for the most part. They are trying to keep up with the park and little cemetery as well. I mowed the Fire Station and some in Lulu, last week. The water has been turned back on. We will install the new hydrant at a later date.

The brake controller is installed in #16. #05 still needs to be done.

I picked up the excavator this morning. I have added it to the insurance policy and inventory.

Summit Fire came and serviced most of our fire extinguishers. I installed new filters on the fuel storage tanks. I also located a small extinguisher near the gasoline tank.

Priest St sidewalks are ongoing.

I checked with the County on the Happy Hearts/ Green Rd question. As it stands, our right-of-way is along the old road. We do not have r-o-w where the new road is. The County is planning to resurvey all of their property in the area. They already had planned to change the r-o-w, and do the vacation, at that time. I did get a chance to ask Neal about it. As I understand it, there was a verbal agreement that the old road would become Happy Hearts' driveway.

I met with Kathy Bender at the Fire Station on Friday. She took some elevation shots, did some diagraming, and took pictures. She would like to have copies of the water bills for the Fire Dept for 2023. She would like to use the data in her calculations to prove actual flow into the system. She's going to work on the drawings and permit applications. She should have something for us to look at by the 6/12 meeting. I expect that we will probably have to hire someone to remove the dry well system and install the new industrial holding tank. I think that Boczar probably did the one at the Garage. Do you want me to reach out to him? The roofer is ready to start. He's looking for 4 good days in a row to do the job.

Yard waste was emptied 8 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
May 8, 2024 - May 20, 2024**

Permits Issued:

- None

Warnings / Inquiries/Violations:

- High grass at 5964 Lake St. (resolved by owner).
- High grass at 5969 Lake St. (resolved by owner).
- Circle K at 5569 closed for demolition and rebuild.