

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING September 11, 2024

The September 11, 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 August 28, 2024 meeting minutes and approve as presented. The motion was seconded by Jim. Motion carried. Trustee Mike Cliff unable to attend meeting.

FINANCIALS: 1) Mike D. reported that all bills are paid and current. 2) Mike D reminded the Trustees the mandatory Ohio Auditor of the State Fraud Reporting and Training for all employees and elected officials is due by September 28, 2024. 3) Mike D. received an email from the Ashtabula County Auditor on September 10, 2024 advising the Street lighting Assessment will expire at the end of year 2024 and a decision on the street lighting assessment is needed by September 11, 2024. 4) Received invoice for payment from Trustee Karl Brunnel for hours worked by the Northeast Joint Fire District. Check and invoice are in folder of checks to be signed. 5) Otarma reinstated insurance on Sutphen Fire Engine. 6) Otarma sent an insurance renewal questionnaire for 2025 which is due back by November 7, 2024. 7) Karl made a motion to pay the bills. Motion seconded by Jim. Motion carried.

CORRESPONDENCE: 1) Otarma sent a letter looking for nominations for board members. 2) Fred Pierce – Ruhland advised Brydle Rd. needs pot holes and edge of the road repaired and ask Jim Branch for an update on the TIF for the sewer district. 3) Troop 11 requested use of the park on October 12, 2024 & October 13, 2024. 4) Karl received an open burn complaint on Creek Rd. Chief West advised the fire department did not receive a request for response to the area.

PUBLIC COMMENTS/CONCERNS: None

DEPARTMENT REPORTS: **Road Dept:** Report received. **Fire Dept:** Report received. Total runs to date: 691, EMS runs 575, Mutual Aid runs 202. **Zoning:** Report received. One zoning permit 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 renovation – Nothing to report. 2) Mill St. – Jim met with the contractor on site and provided an update on the project and the cost. The cost of the project is \$150,000. The state will cover \$120,000 and Kingsville Township's portion will \$30,000 which can be cash and in kind service. 3) Sewer Project – Jim provided an update on the project and advised Ashtabula County will establish the TIF for the sewer district. 4) Cemetery Grant – Jim advised Kingsville Township received grant to repair monuments. 5) Street Lighting Assessment – Jim provided an update on the options for funding street lighting. Jim presented two plans for increasing the assessment rates for street lighting. Jim advised the current street lighting assessment rates haven't changed since 1992. Jim sent an email to the Ashtabula County Auditor and is waiting to hear back from the Ashtabula County Auditor.

NEW BUSINESS: 1) Jim made a motion allow Troop 11 to use the park on October 12, 2024 & October 13, 2024. Motion seconded by Karl. Motion passed. 2) Jim made a motion to adopt resolution 2024-015 for the purpose of establishing a Tax Increment Financing (TIF) District for eligible parcels in the Kingsville Township Accommodation Commercial (AC) Zoning District by the Ashtabula County Commissioners. Motion seconded by Karl. On a Call of Roll: Jim Branch - Yes, Karl Brunnel - Yes. Motion passed. 3) Jim made a motion to adopt resolution 2024-014 to appropriate \$15,000 of the unencumbered balance from Road & Bridge Fund #2031 and increase appropriations in account code #2031-330-190-0000. Motion seconded by Karl. On a Call of Roll: Jim Branch –

Yes, Karl Brunnel – Yes. Motion passed. 4) Karl made a motion to hire Logan Platt for the Fire Department. Motion seconded by Jim. Motion passed. 5) Jim made a motion to take down tree at 3024 Priest St. for a cost not to exceed \$900. Motion seconded by Karl. Motion passed. 6) Jim made a motion to place an ad in the newspaper for a Public Safety Director position. Motion seconded by Karl. Jim advised the Public Safety Director Position would oversee the Fire Department's administrative duties. Motion passed.

PUBLIC COMMENTS/CONCERNS: 1) Dennis Huey asked for clarification on the need for the proposed Public Safety Director position versus one of the Trustee's overseeing the Fire Department. Jim explained his hopes for the position.

Karl made a motion to go into executive session to discuss fire department personnel. Motion seconded by Jim. On a Call of Roll: Jim Branch – Yes, Karl Brunnel – Yes. Motion carried.

Jim made a motion to exit executive session. Motion seconded by Karl. On a Call of Roll: Jim Branch – Yes, Karl Brunnel – Yes. Motion carried.

Karl made a motion to adjourn the September 11, 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

09/11/2024

Departmental Updates:

- Runs to date (09/11/2024): +30 = 691
EMS - +28=575
 - Mutual Aid Provided-
 - Conneaut- = 35
 - North Kingsville-+3 =34
 - Monroe - +6=84
 - Sheffield - +2=51
 - Plymouth - +1=6
 - Pierpont - =0
 - Ashtabula Township - =2
 - Ashtabula city - = 0
 - Total Mutual aid provided:+=+12 =202

- Fire Station-
 - Road department equipment moved to the station for storage.

- Fire Inspections-
 - Inspecting KELM on 08/15 at 1100 hours.
 - Re inspection scheduled
 - Inspected Kids only daycare at the ACDD building.
 - Passed.

- Employee Matters-
 - See action item.

- Schedule (Current)
 -



- September- shift schedule was completed and there is one 16 hour shift available now due to conflict with new full time employment.
- October shift schedule was sent out and awaiting everyone to turn in.

- Recall / All Call - Unremarkable.
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 6 total calls : x4 handled by Sheffield/Monroe or mutual aid
 - Provided M/A :
 - Needed M/A(only one responder from KFD or HBOA) : 4
 - 2nd out calls: 1
 - 2nd out calls HBOA:1
- Budget - 2024
 - Total EMS revenue: see attached(2024 EMS revenue)
 - Payment summary
- Computer Aided Dispatch / MARCS
 - Received email from the dispatch center supervisor requesting updated roster and numbers for CAD messages. Sent over for them to complete.
- OTARMA
 - Grant submitted.
 - Still awaiting response.
- Emergency Reporting System/Health EMS/Apps
 - Demoing new vendors which include Emergency Networking and First Due.
- Turnout Gear / Gear / apparel
 - Crew will pick up the order today.
- Squad 619(Reserve)
 -



- Engine 621
 - Pump test passed and Engine placed back into first out service
- Engine 611
 - Moved to the Fire Station.
- Squad 609(First out)
 - A/C was recharged.
- Brush Truck 604
 - Unremarkable.

- EMS supplies -
 - Unremarkable.
- Medical oxygen -
 - Unremarkable.
- Knox Boxes -
 - Unremarkable.

- Monthly Trainings-
 - UH EMS training- 09/17
 - Held joint pump training with NKFD last night
- ★ Departmental update-
 - Oct 11th crews will be at Kids Only for fire safety week.
 - Checking with the School principal when we can set a day for fire safety week at KELM.
 - Received quote from Emergency Networking to switch all reporting, truck checks, inspections and scheduling
 - I have a demo with First Due tomorrow scheduled.
 - Scheduling a client review with our Medicount rep for 09/17 10am
 - Reviewing gear spec from Globe with rep
 - Spoke with our Medicount rep today also for a couple questions
 - We are on track for our yearly average, collection rate and billing rate.
 - Reviewed Vector Solutions online training via Teams meeting for possible access to fire / ems con ed



ACTION NEEDED-

- **Recommendation to hire Logan Platt, FF2 / EMT**
 - **Currently in the A&P portion of Medic school.**

report ending 9/7/24 Inbox



Chris Bradek

to me, Mike, Karl, Fiscal 

Mon, Sep 9, 3:28 PM



Good afternoon,

Since the last report, I have used 3.5 hrs of comp time and 8 hrs of vacation. My comp balance is 105.14 hrs. Jim and I had a holiday.

Granison's last day will be 9/27.

I helped Sheffield for 3 hrs.

Granison has been mowing the cemeteries and park. Jim has helped him some. We have 4 footers to pour this fall. I've been approached by a company that specializes in cemetery maintenance. I'm going to discuss with them what their service entails and what the cost might be. This may be an option, instead of hiring summer help.

I did not make it to the meeting with ODOT about the pond by the Post Office. I put a call into the local manager to see what decision was made.

I took a walk around the properties between 2791 and 2869 St Rt 84, in response to the complaint made at the last meeting. There is definitely a tile line running east from Blank's property. It appears to be in very poor condition, having multiple sinkholes behind Canter's. It appears to cross under Nelson's driveway. There is another sinkhole on the east side of the driveway. After that, I can only guess where it goes. My thought is that it continues northeast, then joins the ditch running north to the tracks, and from there out to Green Rd. The majority of that drainage course appears to be visible on the 1938 GIS map. Although, the area in question was flooded at that time. On the 1950 map, Nelson's driveway and the quarry are visible. The surrounding property appears to be dry and in production as farm land. I would venture to say that the tile line was installed sometime in the early-mid 1940's. By 2014, it was flooded again. Based on the geography of the area, Blank's best option, in my opinion, is to get permission from his neighbors to dig up and replace that tile and have the ditch cleaned, at least as far as the railroad. The drive pipe at 6229 St Rt 193 should be lowered as well to increase the drainage in the entire area.

The sign/barricade order was submitted. That was a good thing, as we are going to be responsible for closing Mill St. for the duration of the repair work.

We are meeting with the County and GeoSpecialties, the Contractor for Mill St., today. We'll get the plan finalized and signed. I expect work to begin soon. We will be removing the small vegetation this week. Brobst should also be there this week to remove the 2 large trees. We will be responsible for trucking the spoils away from the site. Also, if necessary, road surface repair at the end of the project.

Jim is roadside mowing now.

Sheffield helped me with cutting the berm on Fox Rd., ahead of the paving. There is still another yard on Fox that should have work done to it. That resident has already said he will fight us on anything we do to his yard. For now, I want to see if what I've done already will eliminate most of the issue. If that resident's turf continues to hold water on the road, we will have to do something, or risk damaging the new asphalt.

We installed a driveway on Reed Rd.

For \$900, Brobst will take the tree down at 3024 Priest St. and leave everything on the east side of the house, behind the sidewalk. This tree is rotten at the base. The property owner requested we remove it, since it is in the right-of-way. She has volunteered to clean it up.

The roadside mower had a blown hydraulic hose on the first day of mowing. I've been working on the 1000 hr service on the Cat loader.

Along with the Fire Dept personnel, I reorganized the shop, per your request.

Nothing new to report on the Fire Station.

Yard waste was emptied 7 times.

Thank you,

--

Chris Bradek

Kingsville Township Superintendent

Road, Park, and Cemetery Depts.

440-224-2377

Kingsville Township Zoning Department

**Zoning Report
August 27, 2024 - September 9, 2024**

Permits Issued:

844 - Issued to Board 20 at 3800 Creek Rd for an accessory building.

Warnings / Violations:

None

Circle K Update:

- Building shell is up and finishing interior and exterior of building is under way.