

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING October 9, 2024

The October 9, 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 September 25, 2024 meeting minutes and approve as presented. The motion was seconded by Jim. Motion carried. Mike Cliff unable to attend meeting.

FINANCIALS: 1) Mike D. reported that all bills are paid and current. 2) Received two grants for the Fire Department totaling \$2,000. from Otarma. 3) Need a resolution to appropriate unencumbered funds for General Fund #1000 to increase appropriations for account code #1000-110-221-0000 Medical/Hospitalization. 4) Karl made a motion to pay the bills. Motion seconded by Jim. Motion carried.

CORRESPONDENCE: 1) Received an invitation from Alysa Holson at Community Action to attend a reading with Mrs. DeWine on October 24, 2024 at 8:30am at Ashtabula County Head Start. 2) Received an email from ODOT for a meeting to discuss future county projects for the next five years. Meeting will be held on October 15, 2024 from 4:00-6:00pm. at the Seven Hills Garage. 3) Tenex Strategies sent a public information request inquiring if Kingsville Township has any regulations for cannabis. Jim Responded to request by email. 4) Cub Scouts will be having a 5k and 10k race on November 2, 2024. Troop 11 will be having chicken and biscuits dinner on November 2, 2024 from 4:00-7:00pm at the Kingsville Presbyterian Church Fellowship Hall. 5) Received an email from NOPEC providing natural gas rate of 4.15 per MCF from November to May for NOPEC members. NOPEC annual meeting in Twinsburg on November 1, 2024 at 10:30am. Commissioner Casey Kozlowski will be proxy for Kingsville Township. 7) Received call from Rose Hanson regarding her electric service being pulled off the side of her house by a truck. Road department closed road until wires were cleared from road. 8) Jim received a sales call from a vendor selling supplies. 9) Received three letters of interest for the Public Safety Director position. 10) The Fiscal Officer signed for and received Certified Mail on October 9, 2024 from the Ashtabula County Clerk of Courts. Chairman of the Board of Trustee's Jim Branch took possession of the Certified Mail from the Ashtabula County Clerk of Courts during regular meeting on October 9, 2024.

PUBLIC COMMENTS/CONCERNS: None

DEPARTMENT REPORTS: **Road Dept:** Report received. **Fire Dept:** Report received. Total runs to date: 766, EMS runs 634, Mutual Aid runs 224. **Zoning:** Report received. **KIRC:** Jim provided an update on the sewer district. Doug Starkey from Ashtabula County Environmental Services suggested setting up public meeting to discuss sewer project and costs. Karl advised the Northeast Joint Fire District's next meeting is October 15, 2024 at 6:30pm at the Sheffield Fire Station. Karl made a motion to attach department reports as addendums. Motion seconded by Jim. Motion carried.

OLD BUSINESS: 1) Fire Department renovation – Sanitary Engineer to proceed with EPA permitting. Project Engineer will have cost estimate and plans ready by October 18, 2024. 2) Mill St. – GEO Specialties sent an invoice for Mill St. repairs. Kingsville Township is responsible for 20% of the bill. 3) Street Lighting Assessment. Ashtabula County Auditor responded to questions on Street Lighting Assessment. 4) Public Safety Director. Received three letters of interest. 5) Cemetery Grant. Grant presentation ceremony will be October 17, 2024 at 3:15pm in LuLu Falls Cemetery.

NEW BUSINESS: 1) Jim made a motion for a Resolution 2024-016 for Street Lighting Assessment. Motion seconded by Karl. Jim and Karl provided rates of increase and discussion on the history of the Street Lighting Assessment. The

current Street Lighting Assessment has been coming up short and needs to be increased to keep up with the current costs of street lighting. The original assessment was 16 commercial properties for a total of \$4,100. and 250 residential properties for a total of \$10,900. The old assessment generated \$15,000 annually. The new assessment would include 38 commercial properties for a total of \$10,400. and 355 residential properties for a total \$17,750. The new assessment would generate a total of \$28,182.50 annually. On A Call Of Roll: Jim Branch – Yes. Karl Brunnel – Yes. Motion passed. 2) Jim made a motion for a Resolution 2024-017 to increase appropriations for General Fund #1000 to increase appropriations by \$25,000 for Account Code # 1000-110-221-0000 Medical/Hospitalization. Motion seconded by Karl. On A Call Of Roll: Jim Branch – Yes. Karl Brunnel – Yes. Motion passed. 3) Jim made a motion for Resolution 2024-018 to Certify Tax Rates to the Ashtabula County Auditor. Motion seconded by Karl. On A Call Of Roll: Jim Branch – Yes. Karl Brunnel – Yes. Motion passed. 4) Jim made a motion to allow Kingsville Public Library to use one bay of the Fire Station on October 26, 2024 for the Ghost Walk. Motion seconded by Karl. Motion passed. 5) Jim made a motion to hire Haines Memorials for restoration work in Cemetery for a cost not to exceed \$2,500. Motion seconded by Karl. Motion passed. 6) Jim made a motion to put out an informational Fire Levy mailer for a cost not to exceed \$750. Motion seconded by Karl. Motion passed.

PUBLIC COMMENTS/CONCERNS: 1) Andy McCumber inquired about date for the sewer district meeting with the Ashtabula County. Jim advised he would get a date from Ashtabula County Environmental Services.

Karl made a motion to go into executive session to discuss a pending legal matter. Motion seconded by Jim. On A Call Of Roll: Jim Branch – Yes. Karl Brunnel – Yes. Motion passed. Fiscal Officer invited to attend executive session. Karl made a motion to exit executive session. Motion seconded by Jim. On A Call Of Roll: Jim Branch – Yes. Karl Brunnel – Yes. Motion passed.

Karl made a motion to adjourn the October 9, 2024 regular meeting of the Kingsville Township Trustees. Jim seconded the motion. All in favor. Motion passed.

Jim Branch, Chairman

Michael DeFazio, Fiscal Officer



Kingsville Township Fire Department Meeting Report 10/09/2024

Departmental Updates:

- Runs to date (10/09/2024): +37 = 766
 - EMS - +25=634
 - Mutual Aid Provided-
 - Conneaut- +1= 36
 - North Kingsville-+6 =42
 - Monroe - =87
 - Sheffield - =52
 - Northeast Fire District - +9 = 9
 - Plymouth - =6
 - Pierpont - =0
 - Ashtabula Township - =2
 - Ashtabula city - =0
 - Dorset - +1 = 1
 - Total Mutual aid provided:= +16 =224
 - Fire Station-
 - Unremarkable.
 - Fire Inspections-
 - Reinspection scheduled for KELM with SRO.
 - Inspection for coffee shop and library will be scheduled.
 - Employee Matters-
 - See action item.
- Schedule (Current)
 -



- October shift schedule is out with one full shift that needs to be filled and three partial shifts that need to be filled.

- Recall / All Call - Unremarkable.
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 7 total calls : x7 handled by Sheffield/Monroe or mutual aid
 - Provided M/A :
 - Needed M/A(only one responder from KFD or HBOA) : 7
 - 2nd out calls: 0
 - 2nd out calls HBOA:0
- Budget - 2024
 - Total EMS revenue: see attached(2024 EMS revenue)
 - Payment summary

- Computer Aided Dispatch / MARCS
 - Unremarkable.
- OTARMA
 - Grant submitted.
 - Received the grant, sent to Fiscal Officer to be placed into account.
- Emergency Reporting System/Health EMS/Apps
 - Demoing new vendors which include Emergency Networking and First Due.
- Turnout Gear / Gear / apparel
 - Order for quarter zip placed for A.Hungerford.
- Squad 619(first out)
 - Moved to first out
- Engine 621
 - Continuing to train with the newer employees on drive time.



- Engine 611
 - Moved to the Fire Station.
- Squad 609(Reserve)
 - Moved to reserve pending power cot service.
- Brush Truck 604
 - Unremarkable.

- EMS supplies -
 - Will be ordering a new power cot battery.
- Medical oxygen -
 - Unremarkable.
- Knox Boxes -
 - Unremarkable.

- Monthly Trainings-
 - UH EMS training
- ★ Departmental update-
 - Quotes back for reporting software - see action item.
 - Ladder testing performed. All pump testing for the annual inspections have been completed.
 - Emailed department outlining current normal saline for IV use shortage.
 - Spoke with rep from ISO due to current change in the rating scale and to outline a performance improvement to increase our rating.
 - Cub Scouts pack 3011 asked for a message for their upcoming 5k-10k to be put on the park sign, forwarded info to Jim.
 - Working with the First Due rep to get the quote adjusted to reflect a better price point.
 - Ordered and received supplies from amazon for the Road Department.



ACTION NEEDED-

- **Table the reporting software presentation until all trustees present.**

report ending 10/5/24 Inbox



Chris Bradek <chris.bradek@kingsvilletwp.org>

Mon

to me, Mike, Karl, Fiscal

Good afternoon,

Since the last report, I have worked 3.5 hrs of overtime, all for Mill St. My comp balance is 101.64 hrs.

Granison is done. Jim has been doing the mowing. We poured footers in Lulu.

Jim did a cremation burial for Sheffield, while he was helping me on Mill St.

I had more correspondence with the cemetery maintenance company that contacted me. (Literature on the table) I gave them the parameters of what we expected to have done at
spring cleanup, prune shrubs, prune trees- once per season
weed beds- monthly
mow to 2.5" and trim- weekly until 6/1; 10-14 day cycle until Oct 15; mulch leaves weekly until Thanksgiving
mulch beds and blow off headstones the week before Memorial Day

They suggested about \$32,000 for the season. This would be for Lulu only. We'd still be doing the Presbyterian Cemetery, the triangle, and the park. I can follow up with them for interested. When you compare this with what we have been spending, I think it is just slightly more than wages spent. Additionally, we'll be saving fuel, wear and tear, ect. As a th more money, put Jim Evans back on grass duty for the summer and hire a 1000 hr seasonal CDL driver/laborer. That should cost less than \$25,000/yr.

We got 5 single axle loads of mulch from Jefferson Village to be used on the trail. Our only cost was going to get it.

Most of my time was spent on Mill St. With Sheffield's help, we hauled dirt back to the yard, for part of several days. Jim was here to pile it for us. I got the contractor stone, water, This was all applied to our in-kind. With labor, equipment, materials, and Brobst, we are at \$8445. I think for now, we'll just put cold patch down where the asphalt got damaged. N not that big of an area.

We poured a small section of sidewalk on Priest St., replacing the section we broke. Lynn Randolph took the tree down at 3024 Priest, for \$700.

Crack seal in Miller Allotment was completed. Stevens Rd was also crack sealed. I'll get with Ashtabula Twp to collect their share of that.

We moved the roadside mower and John Deere tractor to the Fire Station.

The lot combo for the Fire Station is done and filed. Kathy is going to resubmit to the OEPA for the permit to hook up to the new system. We assisted the Fire Dept by providing tra barricades at another.

Yard waste was emptied 6 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
September 25, 2024 - October 7, 2024**

Permits Issued: None

Warnings / Violations: None

Circle K Update:

- The landscaping and lawn have been installed. Work continues on parking lot and interior of the building.