

## **KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING December 11, 2024**

The December 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 November 13, 2024 meeting minutes and approve as presented. The motion was seconded by Mike. Motion carried.

**FINANCIALS:** 1) Mike D. reported that all bills are paid and current. 2) Karl made a motion to pay the bills. Motion seconded by Jim. Motion carried.

**CORRESPONDENCE:** 1) Mike received correspondence from Buckeye Schools asking to have snow piles pushed back in bus turn arounds. 2) Karl received a phone call about snow piles blocking Masonic Lodge parking lot. The Road Superintendent moved the snow piles.

**PUBLIC COMMENTS/CONCERNS:** None

Jim made a motion to enter into executive session for personnel matters. Motion seconded by Karl. Fiscal Officer and Sheffield Township Trustees invited to attend executive session. On a Call of Roll: Jim Branch – Yes, Karl Brunnel – Yes, Mike Cliff – Yes. Motion passed.

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

**DEPARTMENT REPORTS: Road Dept:** Report received. Jim thanked the Road Department for cleaning up Lulu Falls Trail and their work during the recent snow storm. Brief discussion on replacing one of the Kubota mowers. **Fire Dept:** Report received. Total runs to date: 952, EMS runs 780, Mutual Aid runs 273. **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) 1) Tire clean up on Mill St. is complete. 2) Public Safety Director position- Interviews are complete. 3) NOPEC disbursement approved. 4) KIRC – Jim provided an update from Ashtabula County Environmental Services meeting on December 9, 2024. Jim discussed the counties projected timeline for the project and advised the tap in to the system will be the individual property owner's responsibility. 5) Jim requested that Kingsville Township hold off on permits for the Fire Department renovation until the Ashtabula County Engineer finishes estimate. 6) Park Lights – Joe Hawn brought the new parts for the new park lights which Joe and Karl replaced. 7) Kris Daywalt volunteered his time to help Karl take down the Hometown Heroes banners. 8) FD Renovation – Waiting on the estimate from the Ashtabula County Engineer.

**NEW BUSINESS:** 1) Jim made a motion to adopt Resolution 2024-020, Resolution to Appropriate from Unencumbered Balances and Amend the Certificate of Appropriations with the Ashtabula County Auditor:

Amendment 1 - General Fund #1000

- Increase appropriations for account code #1000-130-599-0000 Other Expenses, by \$25,000.

Amendment 2 – Ambulance and Emergency Medical Services #2281

- Increase appropriations for account code #2281-220-190-0000, Other Salaries, by \$100,000.

Motion seconded by Karl.

On a Call of Roll: Jim Branch – Yes, Karl Brunnel – Yes, Mike Cliff – Yes. Motion passed.

2) Mike made a motion to list Kubota lawn mower on GOVDEALS. Motion seconded by Karl. Motion passed.

**PUBLIC COMMENTS/CONCERNS: 1) None**

Jim made a motion for an executive session to discuss personnel matters to include Fire Chief West and the Fiscal Officer. Motion seconded by Karl. On a Call of Roll: Jim Branch – Yes, Mike Cliff – Yes, Karl Brunnel – Yes. Karl made a motion to exit executive session. Motion seconded by Jim. On a Call of Roll: Jim Branch – Yes, Mike Cliff – Yes, Karl Brunnel – Yes. Motion passed. Mike made a motion to place Fire Department employee Jeremy Roy on unpaid administrative leave. Motion seconded by Jim. Motion passed.

Karl made a motion to adjourn the December 11, 2024 regular meeting of the Kingsville Township Trustees. Motion seconded by Mike. All in favor. Motion passed.

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Jim Branch, Chairman

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Michael DeFazio, Fiscal Officer



## Kingsville Township Fire Department Meeting Report 12/11/2024

### Departmental Updates:

- Runs to date (12/10/2024): +87 = 952
  - EMS - +72=780
  - Mutual Aid Provided-
    - Conneaut- +3= 45
    - North Kingsville-+12 =62
    - Monroe - +2=102
    - Sheffield - +2=56
    - Northeast Fire District - +4 = 28
    - Plymouth - =7
    - Pierpont - =0
    - Ashtabula Township - =2
    - Ashtabula city - =0
    - Dorset - = 1
  - Total Mutual aid provided:= +19 =273
- Fire Station-
  - Forwarded response to Building Department to sign off on plans.
- Fire Inspections-
  - Inspected Circle K South.
- Employee Matters-
  - See action item.
  - 11/22 - issued B.Martin a written warning for call off.
- Schedule (Current)
  -



- January availability was sent out.
- December Schedule - 48 hours available
  
- Recall / All Call - Unremarkable.
- Overnight Shifts
  - Unremarkable.
- After hours / AUX / Second out calls:
  - 10 total calls : x10 handled by Sheffield/Monroe or mutual aid
  - Provided M/A :
  - Needed M/A(only one responder from KFD or HBOA) : 2
  - 2nd out calls: 2
  - 2nd out calls HBOA:2
- Budget - 2024
  - Total EMS revenue: see attached(2024 EMS revenue)
    - Payment summary
  
- Computer Aided Dispatch / MARCS
  - Unremarkable.
- OTARMA
  - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
  - First Due - started the implementation process for onboarding
- Turnout Gear / Gear / apparel
  - Unremarkable
- Squad 619(first out)
  - Moved to first out due to 4x4 capabilities
- Engine 621
  - Unremarkable.
- Engine 611



- Unremarkable.
- Squad 609(Reserve)
  - Moved to reserve, will be ordering a cot battery.
- Brush Truck 604
  - Unremarkable.
  
- EMS supplies -
  - Unremarkable.
- Medical oxygen -
  - Unremarkable.
- Knox Boxes -
  - Unremarkable.
  
- Monthly Trainings-
  - UH EMS training
- ★ Departmental update-
  - First Due
    - We have begun the implementation process starting with CAD integration, First Due rep was put in touch with ID Networks.
    - We had a kick off meeting with our account rep.
    - I sent in our personnel list, Incident dispatch call types, vehicles and station info
  - BMV driving records - as suggested by OTARMA, I put in for the BMV checks online for our members.
  - Received a quote for LP15 batteries
  - Cot batteries - Ordered and awaiting their arrival.
  - Turnout gear - I revised our quotes and submitted the request through SourceWell that Chris had mentioned and we received new improved quotes through them for Morning Pride and Fire-Dex.
  - I sent an email out to the surrounding departments if anyone is interested in entering a joint application for turnout gear and Conneaut FD is interested in, they are solely Morning Pride so we will most likely now be going with Morning Pride for this grant and the other two sets or gear.



- Spoke with Chief Hubbard from NKFD and we will be having a meeting to discuss mutual aid and auto aid agreements being returned and reimplemented.
- Masonic Temple DEC 14th from 0800-1100 hours they will have Breakfast with Santa
- Updated our mutual aid policy and revised MABAS boxes.

**ACTION NEEDED-**

- **NEED TO HAVE EXECUTIVE SESSION FOR PERSONNEL MATTERS.**

## report ending 12/7/24 Inbox

◆ Summarize this email



**Chris Bradek** <chris.bradek@kingsvilletwp.org>

Mon, Dec 9, 2024, 1:13 PM



to me, Mike, Karl, Fiscal 

Good morning,

In the last month, I have used 4 hrs of comp time. I had 21.5 hrs of OT and 48 hrs of comp earned, mostly for plowing snow. My comp balance will be 120.64 hrs. Jim had 44 hrs of OT plowing snow. We also had 3 holidays and Jim took one day off with no pay.

Jim finished up mowing/mulching for the year. The water was turned off in Lulu.

We took the Christmas tree to the park and stored the flower pots in the Fire Station.

Karl took the Hero banners down.

I cleaned up the campsite at the end of the trail.

Karl took care of a down tree on Hadlock. We cut some berm on Brydle. I got a ditch request for N. Wright. Jim painted over some of the graffiti on Reed. I used the rest of the cold patch on Mill and Brydle.

The plows and spreaders were put on the F550 and #16. The backhoe was greased, one of the Kubota's got a full service, and the Grasshopper got an oil and filter change. I had to charge the batteries on the Grader, after it sat all summer. We put the tire chains on the loader.

We plowed snow on the 29th-6th. We used about 48 tons of salt.

During the storm, the grader had a flat tire that was repaired at Bob Sumerel. I had to weld the plow hitch on #16. We had to get parts for the plow on the loader. I was stuck multiple times, mostly due to the amount and weight of the snow, and not being able to push it with the truck. Jim and Sheffield pulled me out. Jim did a lot of plowing with the loader, as the F550 was basically useless after the first day because the snow was so deep. During one incident, the fiberglass fender on the front right side of #16 was damaged. This repair should be an insurance claim, but we'll wait on it for now. The Firemen had our F550 stuck between the Fire Station and the Phone company. I pulled it out. I pulled Sheffield out twice. I also had to go rescue the District Ambulance during the night on the 29th. (We slept in the garage that night.)

Both Kubota tractors are leaking oil from the transmissions. One of them is going to need new front tires. They have 2000 and 2500 hrs on them. Bortnick's said they have met or exceeded their life expectancy. They are surprised that with the oil leaking, the transmissions haven't gone out yet. Repairing the oil leaks will require removing the trans on at least one of them. We aren't sure about the other one. My opinion is that it is time to replace both of those units. Technically, we replaced one with the Grasshopper already. To replace the other with a new Kubota will be \$11,650, + about \$5000 if we want a snowblower for the front. The Kubota is the only sub-compact tractor that I could find that offers a 48" mower deck. Bortnick's said they would give us between \$1000 and \$1250 each, for these two, as trade-ins. I say we order one new tractor in Feb/March and put the two we have on GovDeals.

The electrician came and installed the new lightswitch in the garage. He also fixed the issue with the bay lights, so they will come on with the generator. Zeigler did the PM on the boiler and furnaces.

With the cold weather, I changed the thermostat at the Fire Station and turned on the heat in the office space.

Yard waste was emptied 5 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**

**November 12, 2024 - December 9, 2024**

**Permits Issued: None**

**Warnings / Violations/Inquiries: None**

### **Circle K Update:**

Tentatively scheduled to open on 12/10/24