

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING December 26, 2024

The December 26, 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 December 11, 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) FD auxiliary pay paid out. 3) The Road Superintendent sick time paid out. 4) The Ashtabula County Auditor's Office advised to use 2024 Schedule B to prepare 2025 Revenue & Appropriation Budgets as the 2025 Schedule B is not ready. 5) Jim made a motion to pay the bills. Motion seconded by Karl. Motion carried.

CORRESPONDENCE: 1) Jim received an email from Jake Brand from Ashtabula County Planning Commission for notification of CDBG meeting to be held Wednesday January 8, 2025 from 1:00 – 3:00 pm at the Commissioners Meeting Room (2nd floor) 25 West Jefferson St. Jefferson, Ohio. 2) Jim advised the Road Superintendent took care of the recall on Ford F-550 truck. 3) Jim advised the \$1,000 NOPEC grant was received and will be applied to a project at a later date. 4) Jim received a phone call regarding a downed tree limb on the corner of Donna Dr. and James Dr.

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. Chris will get estimates for damaged items from recent snow storm. **Fire Dept:** Report received. Total runs to date: 991, EMS runs 812, Mutual Aid runs 283. **Zoning:** Report received. **KIRC:** No Report. Jim made a motion to attach department reports as addendums. Motion seconded by Mike. Motion carried.

OLD BUSINESS: 1) 1) FD Renovation – Received the Ashtabula County Engineer's estimate of \$752,000 for the Fire Station Renovation.

NEW BUSINESS: 1) Jim made a motion to accept agreement to provide Fire & Emergency Medical Services to Sheffield Township. Motion seconded by Karl for discussion. Mike discussed the agreement and its purpose. Motion passed. 2) Jim made a motion to schedule Organizational Meeting for Kingsville Township on January 1, 2025 at 12:00pm. Motion seconded by Karl. Motion passed. 3) Mike made a motion to put Fire Station Remodel out to bid. Motion seconded by Jim. The bid advertisement will be once per week for two consecutive weeks. Motion passed. Jim advised he will advertise bid on January 7, 2025 and January 14, 2025. The deadline to bid will be February 12, 2025 by 7:00pm. The bids will be opened at the February 12, 2025 regular meeting. 4) Karl made a motion to accept the resignation of Don Hall from the Fire Department. Motion seconded by Mike. Motion passed. 5) Jim made a motion to go into executive session for a personnel matter. Motion seconded by Mike. On a Call of Roll: Jim Branch – Yes, Karl Brunnel – Yes, Mike Cliff – Yes. The Fiscal Officer invited into executive session. Motion passed. Jim made a motion to exit executive session. Motion seconded by Mike. On a Call of Roll: Jim Branch – Yes, Karl Brunnel – Yes, Mike Cliff - Yes. Motion passed. 6) Mike made a motion to amend the Kingsville Township Policy manual to pay Holiday pay for all employees that work a

holiday. Motion seconded by Jim. Mike requested the start date be effective for the Christmas 2024 holiday. Motion passed.

PUBLIC COMMENTS/CONCERNS: 1) None

Mike made a motion to adjourn the December 26, 2024 regular meeting of the Kingsville Township Trustees. Motion seconded by Karl. All in favor. Motion passed.

Jim Branch, Chairman

Michael DeFazio, Fiscal Officer



Kingsville Township Fire Department Meeting Report 12/26/2024

Departmental Updates:

- Runs to date (12/26/2024): +39 = 991
 - EMS - +32=812
 - Mutual Aid Provided-
 - Conneaut- +1= 46
 - North Kingsville-+6 =68
 - Monroe - +3=105
 - Sheffield - =56
 - Northeast Fire District - +3 = 31
 - Plymouth - =7
 - Pierpont - =0
 - Ashtabula Township - =2
 - Ashtabula city - =0
 - Dorset - = 1
 - Total Mutual aid provided:= +10 =283
 - Fire Station-
 - Review of station assessment from engineers office.
 - Fire Inspections-
 - Circle K south is now open
 - Employee Matters-
 - See action item.
 - Donald Hall resigned as FF / PM due to having too many jobs / conflict with Northeast Fire District.
- Schedule (Current)
 -



- January availability has been turned in by employees and being filled out.
- January Schedule - 4 days remain available

- Recall / All Call - Recall placed for a house fire in NK
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 5 total calls : x3 handled by mutual aid
 - Provided M/A : 2
 - Needed M/A(only one responder from KFD or HBOA) : 3
 - 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
 - Unremarkable.
- Emergency Reporting System/Health EMS/Apps
 - First Due - started the implementation process for onboarding
 - Continued getting everything together for the go live date
- Turnout Gear / Gear / apparel
 - Will schedule gear sizing

- Squad 619(first out)
 - Will remain first out until no snow issues.
- Engine 621



- Will need to have this truck looked at again due to intermittent heating issues that we did not have before.
- Engine 611
 - Unremarkable.
- Squad 609(Reserve)
 - Placed a new cot battery in the truck's power cot.
- 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.
 - First Due was able to receive the CAD data
 - Jim Branch was able to submit GIS info for the First Due implementation - Thank you !
 - Received the new power cot batteries and placed them in service in the trucks.
 - Had to have one of our SCBA tanks repaired due to a valve issue.
 - Submitted after hours / AUX calls to Fiscal Officer for payroll.
 - Signed EMS billing renewal agreement.
 - Scheduled a teams meeting with First Due to plan and layout scheduling module
 - Submitted updated MABAS and mutual aid response to dispatch.



ACTION NEEDED-

- **Executive session for personnel matters.**

report ending 12/21/24 Inbox

◆ Summarize this email



Chris Bradek

to me, Mike, Karl, Fiscal 

Mon, Dec 23, 2024, 2:15 PM



Good afternoon,

Jim and I each had 2 hrs of OT, plowing snow. I used 8 hrs of vacation and 0.5 hrs of sick time. My comp balance is 120.64 hrs.

The tree to the left of the entrance to Lulu is getting pretty bad. It has dropped several large limbs in the road this fall and winter. One of those landed on a passing vehicle. I think we should consider removing it this spring. We may also want to consider having the two along 193, in the northwest corner of the park, looked at.

We picked up the snow fence from the Library and put it on a pallet in the Road Garage.

We plowed snow on the 12-13th and 20th. We used about 20 tons of salt. I moved some snow piles on the 11th.

The box culvert under the end of Cemetery Rd was partly plugged. We opened it up.

The trucks were emptied and washed at least once, as well as the backhoe. The cutting edge on the front of the backhoe got turned. The broken bolts on the cutting edge of the Cat bucket were replaced.

There's a recall on the F550. It is scheduled to be completed at Greg Sweet on the 26th.

We had damage to the building caused by the snow storm after Thanksgiving. Some of it I've already fixed. Some of the rest I can fix, some will need to be hired out.

gutter and downspout on the south side of the porch

gutter and downspouts on the back of the building

vent pipe for the Resnor- the pipe has been re-attached, but it needs a new cap

some of the weather stripping around the overhead doors needs attention

light over the back door of the storage bays came down- I already put it back up

lock/handle on the rear shop man door was damaged- I already fixed it

exhaust vent cover on the standby generator got knocked off/broke

one of the lights on the front of the building between the overhead doors not working

.Do you want to make an insurance claim? I haven't got any prices yet, but have made a few calls.

Thank you!

Merry Christmas!

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Chris Bradek

Kingsville Township Superintendent

Road, Park, and Cemetery Depts.

440-224-2377

Kingsville Township Zoning Department

Zoning Report

December 10, 2024 - December 24, 2024

Permits Issued: None

Warnings / Violations/Inquiries: None