

KINGSVILLE TOWNSHIP TRUSTEES REGULAR MEETING January 22, 2025

The January 22, 2025 regular meeting of the Kingsville Township Trustees was called to order by Vice - Chairman Karl Brunell due to absence of Chairman Mike Cliff, followed by the Pledge of Allegiance. Jim made a motion to waive the reading of the January 8, 2025 meeting minutes and approve as presented. The motion was seconded by Karl. Motion carried.

FINANCIALS: Mike D. reported that all bills are paid and current. W-2's & 1099's were sent out and working on closing out year 2024. Karl made a motion to pay the bills. Motion seconded by Jim. Motion carried.

CORRESPONDENCE: 1) Jim advised Kingsville Township received a NEC Grant from NOPEC for \$3,082. 2) Jim provided an update on the gazebo committee. 3) Jim received an email from a resident about electronic recycling. Jim will follow up with the resident. 4) Received an email from the Ashtabula County Township Association's Debbie Friedstrom announcing the 250th anniversary of Ashtabula County. 5) Received an email from the Ashtabula County EMA with an attached contract for search & rescue, and bomb squad services. 6) Received a 14 day shut off notice from Aqua for a backflow device non compliance at the fire station. This is the second notice due to the plumber (Newhart Plumbing) that installed the backflow device not completing the necessary paperwork. Newhart Plumbing advised they have completed all the necessary paperwork with Aqua. 7) Received an email advising the Ashtabula County Planning Commission will be having a proposed subdivision regulations meeting at 3:00 pm on February 26, 2025 in the Commissioners Conference Room at 25 W. Jefferson St.

PUBLIC COMMENTS/CONCERNS: None

DEPARTMENT REPORTS: **Road Dept:** Report received. Jim wanted to publicly thank Craig Stewart for plowing the lot at the Road Garage during the recent snow storms. Jim approved the Road Superintendent to carry the township phone for availability by phone while traveling out of the country. **Fire Dept:** Report received. Total runs to date: 70, EMS runs 47, Mutual Aid runs 18. **Zoning:** Report received. **KIRC:** No Report. Karl made a motion to attach department reports as addendums. Motion seconded by Jim. Motion carried.

OLD BUSINESS: 1) FD Renovation – Renovation Bid listed in the Star Beacon, as well as Kingsville Township's website and the digital sign. 2) Waiting for a response from Sheffield Township on proposal to provide Fire and EMS services to Sheffield Township.

NEW BUSINESS: 1) Karl made a motion to accept the resignation of Jeremy Roy from the fire department on January 13, 2025. Motion seconded by Jim. Motion passed. 2) Jim advised Chris received quotes back for repairs to the road garage. Jim tabled discussion until next meeting. 3) Jim made a motion to contract with the Ashtabula County EMA for search & rescue and bomb squad services. Motion seconded by Karl. Invoice will be sent to Kingsville Township once contract is signed and sent back. Motion passed. 4) Karl made a motion to allow the Road Superintendent to use his discretion to seek applicants for seasonal help. Motion seconded by Jim. Motion passed.

PUBLIC COMMENTS/CONCERNS: 1) Andy McCumber asked about access to the First Due app for the Fire Department. Chief West advised the First Due software should be up and running soon and he will update everyone when it is available to use.

Karl made a motion to go into executive session for a personnel matter. Motion seconded by Jim. On a Call of Roll: Karl Brunell – Yes, Jim Branch – Yes. The

Fiscal Officer invited into the executive session. Motion passed. Karl made a motion to exit executive session. Motion seconded by Jim. On a Call of Roll: Karl Brunell – Yes, Jim Branch - Yes. Motion passed.

Karl made a motion to adjourn the January 22, 2025 regular meeting of the Kingsville Township Trustees. Motion seconded by Jim. All in favor. Motion passed.

Karl Brunell, Vice - Chairman

Michael DeFazio, Fiscal Officer



Kingsville Township Fire Department Meeting Report 01/22/2025

Departmental Updates:

- Runs to date (01/22/2025): +49 = 70
 - EMS - +40=47
 - Mutual Aid Provided-
 - Conneaut- +4= 4
 - North Kingsville-+4 =8
 - Monroe - +4=4
 - Sheffield - +1=1
 - Plymouth - =1
 - Pierpont - =0
 - Ashtabula Township - =
 - Ashtabula city - =0
 - Total Mutual aid provided:= +13 =18
- Fire Station-
 - Update about station renovations
- Fire Inspections-
 - Unremarkable.
- Employee Matters-
 - J. Roy has resigned effective 01/13/25
- Schedule (Current)
 - - January schedule has been completed.
 - January Schedule - All shifts have been filled.



- Recall / All Call - unremarkable
- Overnight Shifts
 - Unremarkable.
- After hours / AUX / Second out calls:
 - 10 total calls : x8 handled by mutual aid
 - Provided M/A : 4
 - Needed M/A(only one responder from KFD or HBOA) : 3
 - 2nd out calls: 4
 - 2nd out calls HBOA:3
- Budget - 2024
 - Total EMS revenue: see attached(2025 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
 - Gear sizing completed for the first two sets of Morning Pride.
- Squad 619(Reserve)
 - Moved to reserve due to hydraulic issues with the liquid suspension.
- Engine 621
 - The heat issue has been resolved.
- Engine 611



- Unremarkable.
- Squad 609(First out)
 - Unremarkable.
- Brush Truck 604
 - Unremarkable.
- EMS supplies -
 - Ordered \$380.00 worth of supplies due to expired equipment on squads that needed replaced.
 - Received supplies
- Medical oxygen -
 - Unremarkable.
- Knox Boxes -
 - Unremarkable.
- Monthly Trainings-
 - UH EMS training - One Dose app which is the new app UH is using for their protocol and medications.
- ★ Departmental update-
 - First Due
 - Completed an asset and inventory webinar
 - Now CAD is active.
 - Setup the fire reporting with First Due
 - Attended zoom class for First Due
 - Attended ICE rescue training with Plymouth and Jefferson.
 - Met with North Kingsville leadership on 01/21 to discuss and implement AMA and training again.


ACTION NEEDED-

- **Executive session for personnel discussion.**

Chris Bradek

Tue, Jan 21, 2:06 PM



to Mike, Karl, me, Fiscal 

Good afternoon,

Jim had 13.5 hrs of OT and I had 14 hrs of OT, plowing snow. My comp balance is 120.64 hrs.

I attended the BWC meeting.

I updated our cemetery fee schedule and cover page for Lulu Falls Rules. I emailed all the funeral homes in the area with the new fees.

My family is making final arrangements to return my Dad's ashes to Slovenia, this spring. As it stands now, I'll be off work 4/17- 5/2. I'd like to use sick time for 4/17-18, and vacation for the rest of the time. I'd like to take the Township phone with me. I'll pay for the "International calling plan" for that time frame. This way, I'll still be able to answer calls and emails, and coordinate any funerals. If not, which of you would like it while I'm gone, because Jim Evans won't take it?

We should start thinking about what we want to do for summer help, if any. I believe it would be a cost savings to us to hire one seasonal employee to work 40 hrs/ week, rather than the kids to mow. I think we spent about \$22,000 for the 3 kids to work 3 months. We should be able to get a 6 month seasonal for about \$24,000. That person would work May 1 to Oct 31. I could contact ODOT in Ashtabula and see if they are laying off any of their winter seasonals they would recommend. This person would be able to help get the Cemetery ready for Memorial Day, possibly do the roadside mowing, be able to drive the Freightliners for road work, and should already be familiar with operation and maintenance of most of the equipment. I think this will be a better option than hiring a landscaper to do the mowing in Lulu or having kids again. As far as projects go, we already have 3 tile jobs and 1 ditch request for this summer. I'd like to do some work to Kingsbury East. We may still want to dig up the soft spots on Brydle and put some new base in them. There are some spots out there where the chip seal is gone and it's back to dirt. On Fox, in the section under the powerlines, the asphalt is frost heaving. If that doesn't settle back down, we'll probably need to do something there as well.

I've spoken to Bortnick's about the new tractor. The plan is to take delivery in March and charge it to our "net 30" account. This would make the money due April 30. I don't think we've answered the question of whether or not we want to get the snowblower with it. The tractor and mower are \$11,631, through Sourcewell. It's \$5580 more to add the snowblower. I can't justify the snowblower. The two tractors we have are listed on GovDeals. The reserve bids have been met. The auction closes 1/29.

We plowed snow on the 5th-11th and 13-17th. We used about 48 tons of salt.

I have not heard back from the County about the Dibble Rd paving bid packet.

We'll need to put the stone bid out in March.

#16 had a grease job completed.

I got one quote, from Shetler, to make repairs on the building from the snow damage. He quoted \$3865. I'm not sure what our deductible is for insurance, or if you even want to turn it in. I had contacted two other contractors. One said they weren't interested, the other never responded after the initial contact. The issue being, these are commercial gutters and downspouts, not residential.

I contacted at least a half dozen general contractors about the bid packet for the Fire Dept. One came to look at the existing building. He said there was definitely more involved than what the plan showed. He said he was going to have to rethink his plan.

Craig Stewart voluntarily plowed the lot at the garage at least 3 times, with his equipment. He said he knew that Jim and I were busy and he wanted to be sure the safety forces could get out.

Thank you.

--

Chris Bradek
Kingsville Township Superintendent
Road, Park, and Cemetery Depts.
440-224-2377

Kingsville Township Zoning Department

**Zoning Report
January 7, 2025 - January 20, 2025**

Permits Issued: None

Warnings / Violations/Inquiries: None