

# Kinsman Township Trumbull County Records of Proceedings

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## Regular Meeting Held on November 9, 2020 at 6:00 P.M.

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Chairman Fred Stahl called the regular trustees' meeting to order. All elected officials were present.

Greg Leonhard made a motion, seconded by Linda Miller, to accept the reading of the minutes of the October 26, 2020, regular meeting, as corrected. The motion passed unanimously.

**Correspondence:** The Trumbull County Combined Health District notified the trustees that the Ohio Department of Health has ruled that governmental meetings can be held in person and be over the 10-person limit. These meetings are viewed as a first amendment governmental function; however, it is required that all the usual safety measures, wearing of masks and social distancing be followed.

### Old Business:

1. **Coronavirus Relief:** N.E.S.F.A.C.E., the local food pantry, sent their report of COVID-related expenses to date, expected COVID-related expenses, cleaning contract and expected additional food costs due to COVID. The grand total of pandemic-related expenses is \$9,661.40.

[RN2020-090] Fred Stahl made a motion, seconded by Linda Miller, to provide Coronavirus Relief monies in the amount of \$9,661.40 received by Kinsman Township, to North East Services Food and Clothing Exchange, a 501(c)(3) nonprofit organization located in Kinsman Township, and acts as our local food pantry for pandemic related expenses that have been paid and are expected to be paid through 2021.

The vote was as follows:

Fred Stahl	Yes
Linda Miller	Yes
Greg Leonhard	Yes

Passed this 9<sup>th</sup> day of November, 2020.

[RN2020-091] Linda Miller made a motion, seconded by Fred Stahl, to amend Kinsman Township Resolution number RN2020-087, to purchase a total of 10 gallons of germicide, rather than 6 gallons as previously resolved.

The vote was as follows:

Linda Miller	Yes
Fred Stahl	Yes
Greg Leonhard	Yes

Passed this 9<sup>th</sup> day of November, 2020

2. The trustees received a bid from Grise Audio Visual to set up a virtual meeting system to accommodate those who are unable to attend township meetings due to COVID safety precautions. Their quote was \$25,294.74. An additional list of materials, along with an

offer of donated services to create a virtual meeting system was received from Kim Garrett, Director of the Kinsman Public Library.

[RN2020-092] Linda Miller made a motion, seconded by Fred Stahl, to allow Kim and George Garrett to set up a virtual meeting system for a total of \$3,446.04 for cameras and appliances, including one Chromebook for each trustee and the Fiscal Officer, and a two-year subscription to Zoom for an additional \$360.

The vote was as follows:	Linda Miller	Yes
	Fred Stahl	Yes
	Greg Leonhard	Yes

Passed this 9<sup>th</sup> day of November, 2020

3. Fred said that Sarko Chemdry will be at the administration building to clean and sanitize the carpets on Friday morning at 9:30 a.m.
4. Marge will call Bliss Gilmore to get a quote to do the hands-free fixtures for the township.  
MAC Plumbing quoted \$1800 to \$2000 to do the job.
5. Fred said that the parking lines near the Kinsman Square on Kinsman Nickerson Road may be done by the end of the week if the weather is decent. The lines will be more angled to prevent parking on the sidewalks.
6. A resident said that he asked about the handicap parking sign that sticks out into the roadway. The pole may have to be moved. Fred will call tomorrow to ask about doing that.
7. Greg said that he has a meeting on Thursday at 4 p.m. at the old dump site. Aaron Meardith will be bringing his drones so that all who meet there will get a better idea of what cleanup will be like.

**New Business:**

1. A question was asked about open burning. Mark said that there is no open burning allowed until after 6 p.m.
2. Tim-nothing
3. Police- Shawn gave his report to the trustees. He said that the annual Shop with a Cop fundraiser to tip a cop for serving at Times Square had a great turnout. They raised \$3010 and are still receiving checks.  
Shawn told the trustees that he would like to promote James Lewis to Sergeant. He has been coming out to calls often, and has been a member of the Kinsman Police Department for 5 years now.

[RN2020-093] Fred Stahl made a motion, seconded by Linda Miller, to promote Officer James Lewis to sergeant at the pay rate of \$14.75 per hour.

The vote was as follows:	Fred Stahl	Yes
	Linda Miller	Yes
	Greg Leonhard	Yes

Passed this 9<sup>th</sup> day of November, 2020.

4. Fire- Travis thanked the police for the invitation to eat at the Trick or Treat dinner at the police department. He said that it is brush fire season and to keep burning to a minimum. He also said that the Kinsman Volunteer Fire Department is a private property owned by the fire association, and due to COVID they are trying to be careful with allowing visitors onto the property. All issues that the public may have with the fire department should be addressed at the regular township trustees' meeting. Greg suggested that the fire department post that notice on their door. Travis suggested they may have an open house when better weather comes and the risk of COVID is at a minimum as determined by the governor.
5. Zoning- Mark gave the trustees his report. A copy of the report can be obtained by the fiscal officer.
6. Public- Friends of Kinsman had their raffle drawing intending to raise money to build a police garage. The two winners were Norm Sielschott and Martha Huscroft. Fred addressed the public and thanked them for purchasing the raffle tickets. He reminded everyone that the fundraiser pies can be picked up at the administration building the day before Thanksgiving from 3 p.m. to 5 p.m. Gary Kidd thanked everyone for their fundraising efforts and all their hard work. The Friends of Kinsman have raised \$13,000 to \$14,000 since July towards the police garage. Gary thanked Bronzwood Golf Club for the use of their cage for the raffle tickets.

Fred Stahl made a motion, seconded by Greg Leonhard, to adjourn the regular trustees meeting. The time was 6:36 p.m. The bills were paid.

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Trustees

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Fiscal Officer

# Kinsman Township Trumbull County Records of Proceedings

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## Emergency Meeting Held on November 16, 2020 at 6:00 P.M.

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The emergency meeting was called to decide on spending needs remaining for the Coronavirus Relief Fund. The following resolutions were made by the Kinsman Township Trustees:

[RN2020-094] Linda Miller made a motion, seconded by Fred Stahl, to purchase four Chrome Books for the Kinsman Township department heads to allow for them to be present at Zoom meetings for a total of \$1276.73 with CARES Act Funds.

The vote was as follows:

Linda Miller	Yes
Fred Stahl	Yes
Greg Leonhard	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-095] Linda Miller made a motion, seconded by Greg Leonhard, to install one motion sensor handicap-accessible door at the administration building, and two motion sensor handicap-accessible doors at the concession building restrooms for a total of \$6,000 with CARES Act funds.

The vote was as follows:

Linda Miller	Yes
Greg Leonhard	Yes
Fred Stahl	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-096] Linda Miller made a motion, seconded by Greg Leonhard, to purchase and install motion sensor light fixtures throughout the administration building for a total cost of \$282.14 with CARES Act funds.

The vote was as follows:

Linda Miller	Yes
Greg Leonhard	Yes
Fred Stahl	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-097] Linda Miller made a motion, seconded by Greg Leonhard, to purchase an additional fogger for use by the police department for a total of \$249 with CARES Act funds.

The vote was as follows:

Linda Miller	Yes
Greg Leonhard	Yes
Fred Stahl	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-098] Greg Leonhard made a motion, seconded by Linda Miller, to purchase the remaining portion of the fire department turnout gear in the amount of \$18,971 with CARES Act funds.

The vote was as follows:	Greg Leonhard	Yes
	Linda Miller	Yes
	Fred Stahl	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-099] Fred Stahl made a motion, seconded by Linda Miller, to purchase the remaining \$6,294.40 of the MARCS radios for the police department with CARES Act funds.

The vote was as follows:	Fred Stahl	Yes
	Linda Miller	Yes
	Greg Leonhard	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-100] Linda Miller made a motion, seconded by Greg Leonhard, to purchase two CB's and two sprayers for disinfecting equipment with CARES Act funds for a total of \$1100.

The vote was as follows:	Linda Miller	Yes
	Greg Leonhard	Yes
	Fred Stahl	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-101] Linda Miller made a motion, seconded by Greg Leonhard, to assist the Kinsman Food Pantry, also known as the North East Services Food and Clothing Exchange, with an additional \$5,000 in assistance due to the increased needs for food expenditures in our community due to the coronavirus with CARES Act funds.

The vote was as follows:	Linda Miller	Yes
	Greg Leonhard	Yes
	Fred Stahl	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-102] Fred Stahl made a motion, seconded by Greg Leonhard, to assist the Salvation Army local chapter with \$5,000 in funds due to increased needs in the community due to the coronavirus with CARES Act funds. All of the Salvation Army assistance stays within our community.

The vote was as follows:	Fred Stahl	Yes
	Greg Leonhard	Yes
	Linda Miller	Yes

Passed this 16<sup>th</sup> day of November, 2020.

[RN2020-103] Linda Miller mad a motion, seconded by Fred Stahl, to purchase paper towels for the hands-free receptacles, batteries, and disinfecting supplies with the remaining \$1294.40.

The vote was as follows:	Linda Miller	Yes
	Fred Stahl	Yes
	Greg Leonhard	Yes

Passed this 16<sup>th</sup> day of November, 2020.

Fred Stahl made a motion, seconded by Greg Leonhard, to adjourn. The time was 6:30 p.m.

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Trustees

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Fiscal Officer

# Kinsman Township Trumbull County Records of Proceedings

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## Regular Meeting Held on November 23, 2020 at 6:00 P.M.

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Chairman Fred Stahl called the regular trustees' meeting to order. All elected officials were present.

Greg Leonhard made a motion, seconded by Linda Miller, to accept the reading of the minutes of the November 9, 2020, regular meeting, as corrected. The motion passed unanimously.

**Correspondence:** Johnston Township sent their monthly ambulance report.

**Old Business:**

1. Fred said that the raffle winners, Martha Huscroft and Norm Sielschott, donated their winnings back to the Friends of Kinsman fundraiser. The trustees thanked them.
2. Fred allowed Daniel Fenn who would like to paint the bandstand to earn his Eagle Scout award, to address the trustees. The trustees told him there would have to be preliminary work done before he could paint due to rust. Linda suggested that the wooden serving areas at the park pavilions need to be sanded and stained and that she would meet him there to review that project. Daniel agreed.
3. Fred reviewed the Ohio Township Handbook and found that a chairman trustee can make and second a township motion. He has no more power than any other trustee as chairman, but the trustees require two-thirds of agreement to function.
4. Greg said that he met with ODNR, Army Corps of Engineers, and Geauga Trumbull Solid Waste at the old dump site on State Route 87. ODNR did some diggings and the Army Corps of Engineers has a significant amount of equipment that can be used for cleanup. ODNR can plant trees afterward. After cleanup, a pathway can then be cleared for canoers. ODNR would like to create education opportunities for children to learn about nature conservation. Aaron Meardith is going to donate his drone and time to make a scale graph of the area. The debris can be sifted by the Army Corps of Engineers and then can be taken to a Geauga Trumbull Solid Waste dump site. The EPA will need to be involved in the project.

5. Linda created a list of CARES Act fund spending. There were four additional Chromebooks for township department heads that were purchased for virtual meetings. She will look into the automatic doors for the township and concession building restrooms.

**New Business:**

1. The trustees attended a Zoom meeting hosted by Beth Carmichael of Trumbull County Tourism discussing how to highlight townships along the Route 7 corridor. They are looking to appoint a representative to coordinate the project. The trustees suggested Don Sutton and Marcy Campbell to assist. They would like to meet with the Kinsman Historical Society and Linda suggested Bruce Bancroft to offer information about the old cemetery. The next meeting will be in January. Fred said that Kinsman was mentioned several times in the meeting as a township to highlight. The goal is to draw visitors to our townships.
2. OTARMA- Linda sat in on a webinar regarding a mosquito control grant. She is investigating to see if we can get help with mosquito spraying expenses in spring.
3. Tim filled out the OTARMA Road Survey regarding how our township handles road surfaces. Linda thanked Tim.
4. Greg and Tim followed up from Kinsman Cleanup Day and picked up a full load of scrap and it was turned in for \$153. There will be more scrap to pick up and turn in.
5. Fred reminded everyone about the 3<sup>rd</sup> Annual Home Decorating Contest. There will be two types of awards with 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place prizes for the Home Decorating award and the Clark Griswold award. They are getting someone outside of the community to judge.
6. Tim's OTARMA Road Survey went through. Tim and Vince are getting ready for the winter season, and they are cleaning culverts. They have 150 tons of salt and grit mix ready, and they also have 180 tons in reserve and not collected that they can use. They will be getting 6 tons delivered. Tim spoke with Jim Grove who will give us another year of park and road work. He has been a great help with road work.
7. Police- Chief Shawn Rentz said we will be using On-Demand for drug testing for new officers and employees instead of Andover University Hospital. He will help us to set up an account with them.  
Shawn reached out to the Mahoning County Safety Counsel regarding their incentive for attending classes and receiving a workers' compensation discount. They told him they have videos available in lieu of attending classes, but they will not count towards the discount until they go back to the in-person meetings. Shawn thanked the trustees for approving purchasing the MARCS radios with CARES Act monies. This will help them greatly. He also told the trustees that he has a couple of good prospects for police officers.
8. Linda told the trustees that she is meeting with Kim and George Garrett on Monday to discuss setting up the virtual meeting system.
9. Fire- Travis told the trustees that the fire department is cutting back on in-person trainings for now. They will have trainees watch BFI training videos. Travis said they were measured for training gear. All is quiet except for trees and power lines down.
10. Zoning- Mark told the trustees he will have his full zoning inspector report for the next meeting.

11. County- Steve Papalas told the trustees that Randy Smith sends his regards to Kinsman. The bridge on Kinsman-Pymatuning Road is on schedule for repair in spring.
12. Public- A resident thanked the road crew for their hard work and that everything looks nice and neat throughout the township.

Fred Stahl made a motion, seconded by Greg Leonhard, to adjourn the regular trustees meeting. The time was 6:36 p.m. The bills were paid.

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Trustees

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Fiscal Officer