

# Kinsman Township Trumbull County Records of Proceedings

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## Regular Meeting Held on August 13, 2018 at 6:00 P.M.

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Vice Chairman Greg Leonhard called the meeting to order. All elected officials were present, except for Linda Miller. There were ten others present: Susan Slater, Shawn Rentz, Jim Miller, Bruce Bancroft, Leroy Long, Tom Brainard, Tim Tricker, Cory VanKanegan, Tony Gates, and Mark Posey.

Greg Leonhard asked that all present stand to recite the Pledge of Allegiance.

Greg Leonhard made a motion, seconded by Fred Stahl, to accept the reading of the minutes of the July 23, 2018, regular meeting, as corrected. The motion passed unanimously, except for Linda Miller, who was absent.

### **Correspondence:**

1. The township received in invitation to attend a webinar on Thursday, August 23, 2018, from 9 a.m. to 10:30 a.m., discussing Ohio H.B. 523 and the use of medical marijuana in a drug-free workplace, hosted by Working Partners. Marge plans on attending.
2. A FEMA Webinar to discuss grants available for pre-disaster mitigation is to be held on Wednesday, August 15 at 2 p.m. Marge will call and/or attend.
3. Sean Carpenter of ODOT sent notification that resurfacing and structure maintenance is planned for State Routes 7 and 305 in Kinsman, Hartford, and Vernon Townships in spring of 2019.

### **Old Business:**

1. The internet auction sale of the old Kinsman fire truck is to be tabled for now.

[RN2018-73] Greg Leonhard made a motion, seconded by Fred Stahl, to publish the following notice:

#### PUBLIC NOTICE

Notice is hereby given that the Kinsman Township Board of Trustees, Trumbull County, Ohio, by Resolution RN2018-073, adopted August 13, 2018, effective August 14, 2018, the Internet Auction of Township Property Policy.

WHEREAS, ORC Section 505.10 (D) requires Kinsman Township Board of Trustees to adopt a resolution during each calendar year expressing its intent to dispose of surplus, unneeded, obsolete, or unfit personal property through the use of an intent-based auction;

BE IT RESOLVED, the Kinsman Township Board of Trustees hereby express its intent to dispose of surplus, unneeded, obsolete, or unfit personal property by internet-based auction during the remainder of the calendar year of 2018; and

BE IT FURTHER RESOLVED that the personal property disposed of through the internet-based auction may include, as specified in ORC 505.10 (D), motor vehicles acquired for the use of Township officers and departments, road machinery, car parts, equipment, tools and office equipment or supplies which are not needed, obsolete or unfit for public use for which it was acquired; and

BE IT FURTHER RESOLVED that all property is offered for sale “as is, where is” with Kinsman Township making no warranty, guarantee, or representation of any kind expressed or implied, as to the condition of said items, and that any computers sold via internet-based auction shall have their hard drive either wiped utilizing US Department of Defense standards or the hard drive will be removed, and the Buyer will receive notification by e-mail from the Kinsman Township Auction and be required to make payment in full via US Currency, certified cashier’s check, money order or company check (with bank letter guaranteeing funds) within five (5) business days from the time and date of said notification, and the Buyer will be responsible for removal of said items from the Kinsman Township facility within ten (10 days) of receipt of said notification; and

BE IT FURTHER RESOLVED that the number of days of bidding for each auction, in accordance with ORC 505.10 (D), will be at least fifteen (15) days, including Saturdays and Sundays, and holidays; and

BE IT FURTHER RESOLVED that Township Trustees may enter into and sign a “Memorandum of Understanding” with an internet-based auction company in order to effectuate the disposal of surplus, unneeded, obsolete, or unfit personal property. Further, the Township Administrator, or her designee shall manage the 2018 internet auction program; and

BE IT FURTHER RESOLVED that the Fiscal Officer shall publish in a newspaper of general circulation, notice of its intent to sell surplus, unneeded, obsolete, or unfit-for-use Township personal property by internet-based auction to be published once; and

BE IT FURTHER RESOLVED that a similar notice shall be posted continuously throughout the calendar year in a conspicuous place in the office of the Kinsman Township Board of Trustees and in addition, shall be posted continuously on the Township website ([www.kinsmantownship.org](http://www.kinsmantownship.org)); with a link to GovDeals, 100 Capital Commerce Blvd-Suite 110, Montgomery, Alabama, 36117, phone 708-714-2600, fax 334-387-0519; and

BE IT FURTHER RESOLVED that when property is to be sold by internet-based auction, the Kinsman Township Board of Trustees or its representatives reserve the right, at a later date, to establish a minimum price that will be accepted for specific items and may establish any other items and conditions for the particular sale, including but not limited to requirements for pick-up or delivery, method of payment of sales tax in accordance with applicable laws; and

BE IT FURTHER RESOLVED that such information shall be provided on the internet at the time of the auction and may be provided before that time upon request after the terms and conditions have been determined by the Board of its representatives;

BE IT FURTHER RESOLVED that the Kinsman Township Board of Trustees hereby authorizes the disposition of surplus, unneeded, obsolete or unfit Township personal property via internet-based auction in calendar year 2018.

Notice is further given that the above Internet Auction of Township Property of the Kinsman Township Board of Trustees may be obtained or inspected at the office of the Fiscal Officer, 7890 State Route 5, Kinsman, Ohio, by appointment by calling 330-876-1040, Monday through Friday.

Margaret E. Crupi, Fiscal Officer  
Kinsman Township Board of Trustees

Published in the Trumbull County Legal News- August 17, 2018

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

Passed this 13<sup>th</sup> day of August, 2018.

2. Greg was contacted by the project representative for the Pymatuning Creek Scenic River designation. The committee is working on doing a little float down the creek on August 26 in the afternoon after lunchtime. We do not have a time currently. A couple of state representatives who have endorsed the project will be visiting that day, and this may help positively with the designation once it gets to the director of the Ohio Department of Natural Resources.
3. Police Contract- there will be a brief executive session later in the meeting to discuss this.
4. Yoder Street flooding- Greg spoke with Garth Bonar last week. He is handling the work with Mrs. Miller. It is going to be too expensive for her to replace the pipe that is needed to fix the problem. They are looking into just making it back into a creek bed. To make sure that is not going to be a problem with Elm Street and Kinsman Nickerson flooding, Greg contacted Gary Shaffer of the Trumbull County Engineer's to ask if he could meet with Garth Bonar to discuss it.
5. Greg asked if Marge has received a check from the Baseball League and Soccer League for use of the concession building yet. She has not and will contact them.
6. Fred told the public that the bridge replacement on Burnett East has begun.

**New Business:**

1. Fred and Greg looked into the township purchasing the Harmon's building and property. The church that owns it is no longer in existence. They offered to sell it to the township for \$200,000, a reduced price. Fred asked if Marge could supply the trustees with utility expenses for the Police building, garage, and Fire department to see if there would be a savings for the township if the different township buildings were combined. If this is more of a savings than building a garage behind the Administration Building, if we can combine our locations. Tony Gates, who was present at the meeting, said there were previous problems with the roof at that building. Loren Hopkins was with Fred and Greg when they looked at the building, said that there are no problems currently with the building. Two new furnaces have been installed and some walls have been put up. This will be discussed further. Greg told those present that we are only investigating this as a possibility.
2. At the last meeting, we had received an estimate for replacing the roof of the storage building at the old high school grounds that was a significant expense to the township of \$3,800. Bob Nemeth of the Park Committee, headed up the project to replace the roof, and it has been completed, saving the township a lot of money since Bob organized volunteers Steve Woofter, Kyle Steele, Jake Leslie, and T.J. Baldwin to do the work on Saturday morning. Greg thanked Bob and the volunteers, along with Leroy Long who suggested the workers, and an anonymous donor who purchased the materials.
3. Bob Nemeth mentioned at the last Park Committee meeting that he would raise money for a survey that needs to be done at the old high school grounds that would cost about \$1,200. Marge received two checks for this expense of \$300 and \$200 so far.

[RN2018-074] Greg Leonhard made a motion, seconded by Fred Stahl, for the township to create a Park Committee Fund to be used to receipt in donations from the Park Committee, and any other source intended to be used for Park Committee projects, and to pay expenses resulting from Park Committee projects exclusively.

The vote was as follows:

Greg Leonhard	Yes
Fred Stahl	Yes
Linda Miller	Absent

Passed this 13<sup>th</sup> day of August, 2018.

Greg thanked Bob Nemeth for all his work in obtaining donations for this survey on behalf of the Park Committee, and also Main Drug for their donation, along with the Kinsman Rotary, for theirs, as well. Marge said that the Kinsman Rotary has been very good to the township.

- Vernon and Weathersfield townships have removed their recycling dumpsters due to people dumping things that are not allowed in the recycling bins. Greg called Greg who is the director of Trumbull Solid Waste today. We are going to pick up another dumpster. Greg anticipates that we will have the need of another dumpster. Now that we have the salt shed, he asked Greg if they would pay for the township to have another camera installed on the salt shed building, which is across from the dumpsters. Marge called Jake at Hudson Communications to get an estimate. Jake asked to speak with Tim or Vince. Tim said that there needs to be power at the salt shed, and there currently is not power at the building. Greg will ask if Trumbull Solid Waste will pay for this, also.

Tim told the trustees that the light has been repaired at the west side of the garage building and that should help, as well.

- Greg said that since we moved Bruce Bancroft from his position as Zoning Board alternate to the Zoning Board to fill the vacancy when Mark took the inspector position, we need another alternate. He said that Loren told him that the board will discuss this at the next meeting on the 20<sup>th</sup>.
- Road- Tim thanked Greg Leonhard for helping out with road work last week. Tim did berming on Ward North Road and will continue to tar and chip. They had a dump truck filled with stone and 300 gallons of tar. The new tractor is working well. They made a piece to repair the old boom mower. Greg thanked Tim and Vince for their repair work, as they have saved the township a lot of money. Tim said the digger at the sandbox at the park is worn out. He priced the replacement at \$900. Tim and Vince will fix it themselves to save the money.
- Fire- Cory looked into the Firehouse Subs grant and there would not be enough money to cover what they want to do. He had the representative from Howell Rescue to show him their tools. He sent pricing of just shy of \$40,000 for extrication tools. He is going to apply for the Bureau of Worker's Compensation grant to help pay for the tools. Our portion is \$1 for every \$3 of the cost. Cory is looking to switch to all battery-powered tools.

There are two volunteer firefighters that would like to attend Firefighter II Training Class.

[RN2018-075] Greg Leonhard made a motion, seconded by Fred Stahl, to allow Kinsman volunteer firefighters Logan Pearce and Tyler Elser to attend Firefighter II Training Class to be held at the Mahoning County Career Center for \$850 each, plus books. Class starts in the middle of September. This expense should be reimbursed by the Fire Marshall Grant at the end of the year.

The vote was as follows:

Greg Leonhard	Yes
Fred Stahl	Yes
Linda Miller	Absent

Passed this 13<sup>th</sup> day of August, 2018.

Greg asked Cory if he could do a fire inspection of the condemned house on Main Street. Cory can only do inspections on commercial buildings for now. He can look at it and can see if it is structurally sound.

8. Zoning- Mark reported that for the month of July, he has issued permits for a construction of a porch, construction of a new home, destruction and construction of a sign, construction of a porch/utility room and construction of a shed/barn. No permit was issued for this, as it is agricultural, and an exemption from zoning form is on record. His correspondence was from the Trumbull County Planning Commission for replat of Lots 37-43. He has had a discussion with Zaremba Group for possible rezoning of property for a retail store, and inquiries about a front deck, construction of a new home, and zoning district checks.
9. Police- Officer Shawn Rentz gave the July monthly and second quarterly Police reports. They are available upon request at the administration building.
10. Public- nothing.
11. The trustees met with Officer Rentz regarding his full-time police contract draft review.

[RN2018-076] Greg Leonhard made a motion, seconded by Fred Stahl, to ratify the police contract to hire Sergeant Shawn Rentz as a full-time Kinsman Police Sergeant, per the contract as drafted by Attorney Mark Finamore, with amended wording regarding sick leave changes and holiday pay.

The vote was as follows:

Greg Leonhard	Yes
Fred Stahl	Yes
Linda Miller	Absent

Passed this 13<sup>th</sup> day of August, 2018.

Greg Leonhard made a motion, seconded by Fred Stahl, to adjourn. The time was 7:10 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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### Regular Meeting Held on August 27, 2018 at 6:00 P.M.

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Chairman Linda Miller called the meeting to order. All elected officials were present, except for Greg Leonhard. There were eight others present: Susan Slater, Tim Tricker, Mark Posey, Bill Spithaler, Brain Spithaler, Bruce Bancroft, Steve Papalas, and Tony Gates.

Linda Miller asked that all present stand to recite the Pledge of Allegiance.

Linda Miller made a motion, seconded by Fred Stahl, to table the reading of the minutes of the August 13, 2018, regular meeting, until the September 10 regular trustees meeting. The motion passed unanimously, except for Greg Leonhard, who was absent.

#### Correspondence:

1. The Trumbull County Auditor's office sent the township a copy of our rate resolution for fiscal year 2019. The trustees must pass a resolution to accept them.

[RN2018-077] Linda Miller made a motion, seconded by Fred Stahl, to accept the rates and amounts as determined by the Budget Commission, authorizing the necessary tax levies and certifying them to the county auditor.

The vote was as follows:

Linda Miller	Yes
Fred Stahl	Yes
Greg Leonhard	Absent

Passed this 27<sup>th</sup> day of August, 2018.

2. The township received the Itemized Report on Distribution of Estimated Undivided Local Government Fund for 2019. Kinsman will receive \$20,186.28, up \$542.04 more than in 2018.
3. A rebate from Menard's for \$110.00 was received from the purchase of roofing materials for the storage building at the old high school grounds. The full amount for the materials purchase was donated anonymously, and the fiscal officer expressed her thanks for this donor's generosity. Linda Miller mentioned that through the efforts of Bob Nemeth in coordinating the project and putting together a volunteer labor team with the help of Police Chief Leroy Long, the township was saved thousands of dollars in labor costs. The new roof was done completely at no cost to the township. The trustees and fiscal officer are very grateful for this community effort.

#### Old Business:

Trustee Fred Stahl said that in looking to save the township money, he and Greg had investigated the old Harmon Motors building that could potentially house the police, road, and fire departments, consolidating utility payments. As he reviewed all of the township's expenses for police, road, and fire departments, we could potentially save \$1,200 per month. However, since the property had been offered to the township at a cost of \$200,000, the township would have to finance that amount at the lowest rate he found of 3%. Taking that into account, the township

would only then save \$100 per month, notwithstanding renovations and possible repairs to the roof and possible heating issue expenses. He wanted to have the trustees explore all options, as the township may have to levy a bond for the police garage once the police move into the administration building. Linda said that the trustees had previously looked at that property and there was too much that needed to be repaired. The current police building is in dire need of repair that would be too costly to complete, and the police will save \$600 per month on utilities once they move into the administration building.

**New Business:**

1. Linda asked Bob Nemeth of the Kinsman Park Committee to address the trustees. Bob said that the committee has been meeting on a regular basis to discuss utilization of the old high school park property. The committee feels very fortunate to have come up with some plans for the property as drawn up by Bart Gilmore. But, before the process can begin, Jeff Mathews has had several meetings with the Ohio Edison engineering department to determine electrical service options. To continue the process further, the township will have to fill out an application to have the engineer come out to the site. There is currently power to the storage building that just had the new roof done. The application would expire in 90 days once submitted, and it has no cost to in submitting the application. Once the electric service has been planned out, the next process will begin. The township can call customer service and they will help with the process to fill out the application. They will need to determine the future electrical needs and service for lighting and power on that site, and if the current service can be moved and configured. In addition to that, the property has seven separate parcels. One of the first things that will need to be done is a survey of the property. Bob is raising money to try and provide the cost of the survey rather than having the township pay for that. Marge said that the township has already received \$500 towards the survey, which will go into a separate Park Committee Fund that the township has previously voted on creating. Bob is expecting to raise more money towards the \$1200 cost. Both the trustees and Marge thanked Bob for his efforts.
2. Fred told the trustees and public that new bridge construction on Burnett East Road has begun. Fred asked Steve Papalas of the Trumbull County Engineer's office if detour signs could be put up during the project, since there is only a "Bridge Out" sign. People searching for the park are having a hard time and missing the first detour sign. Fred has had to direct them to the correct roads. Steve will get back to him on this. Fred reminded everyone that the Police Golf Outing and Car Show are coming up this Saturday. Fred also asked about the ambulance contract with Johnston Township, specifically about the ambulance that we lease to Johnston. Linda explained that use of the Kinsman ambulance in their rotation of vehicles is not paid by Johnston, but is included in consideration of our contract fees. Marge told Fred that she had been receiving monthly ambulance run reports from John Moran during his time as fiscal officer. She has not received any since his passing.
3. Road- Tim told the trustees that he is still in the process of repairing roads, and that they have welded a new eye on the boom mower.
4. Fire- No representation.
5. Police- Leroy told the trustees that since Tom Gross, the volunteer police maintenance worker has moved to Cortland, he would like Gary Kidd to help supplement his work as volunteer for that position.

[RN2018-078] Linda Miller made a motion, seconded by Fred Stahl, to have Gary Kidd help with Tom Gross' duties as volunteer police maintenance worker.

The vote was as follows:

Linda Miller	Yes
Fred Stahl	Yes
Greg Leonhard	Yes

Passed this 27<sup>th</sup> day of August, 2018.

- 6. Zoning- Mark told the trustees that he will have a monthly report for August at the next regular trustees' meeting.

Linda mentioned that at the last zoning meeting it had been discussed to combine the zoning board meeting payments to be paid every other month. Linda asked if Mark could check with the board to see if they can combine meeting date payments for September, October, and November.

Linda Miller made a motion, seconded by Fred Stahl, to adjourn. The time was 6:24 p.m.

The bills were paid.

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Trustees

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Fiscal Officer