

# Kinsman Township Trumbull County Records of Proceedings

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## Regular Meeting Held on February 8, 2021 at 6:00 P.M.

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Chairman Greg Leonhard called the meeting to order. All elected officials were present.

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

Greg Leonhard made a motion, seconded by Linda Miller, to accept the reading of the minutes of the January 25, 2021 meeting, as corrected. The motion was unanimous.

### Correspondence:

1. The Trumbull County Engineers sent notice to the trustees that they regretfully had to cancel their annual dinner due to COVID. They also requested that the trustees set up a date to meet with them to discuss upcoming 2021 road projects. The trustees would like to meet Monday, March 1<sup>st</sup> at 4:30 p.m. if the date is still open.
2. Alexander Pest Control sent a quote for 6 sprayings, or every 21 days beginning in May, at \$275 per treatment for 2021.

[RN2021-039] Greg Leonhard made a motion, seconded by Linda Miller, to contract with Alexander Pest Control for 4 sprayings at \$275 per treatment, beginning in May for 2021.

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

Passed this 8<sup>th</sup> day of February, 2021.

3. Eagle Scout candidate, Logan Murphy, sent the trustees a thank-you postcard. The trustees allowed Logan to install two bat houses at the township park to help with mosquito control, helping him to earn his Eagle Scout award. The trustees thanked Logan for helping out his community.
4. Davey Tree Expert Company-

[RN2021-040] Greg Leonhard made a motion, seconded by Linda Miller, to enter into an agreement with Davey Tree Expert Company to invoice them \$150 per month, beginning in February, 2021, for the use of the township garage parking lot. Davey Tree has been utilizing the township garage parking lot for several years now, as a home base for parking trucks and personal vehicles while they maintain tree branch growth along the utility lines and roads in the Kinsman area. They readily agreed to pay to help maintain repair of the parking lot. Marge will send the first invoice for February. She has already received a Hold Harmless Agreement electronically returned signed, since the workers leave their personal and company vehicles on township property daily.

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

Passed this 8<sup>th</sup> day of February, 2021.

5. The Trumbull County Office of Homeland Security and Emergency Management sent the trustees a request for a resolution.

[RN2021-041] Greg Leonhard made a motion, seconded by Linda Miller, to sign the emergency management resolution partnering with the county to update the existing Trumbull County Multi-Jurisdictional Hazard Mitigation Plan in an effort to further identify, define, and characterize the hazards affecting the Town as well as to continue identifying and prioritizing projects that could lessen hazard vulnerability.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 8<sup>th</sup> day of February, 2021.

6. The U.S. Census Bureau sent the trustees a certificate recognizing Kinsman Township Administration as an invaluable member of the 2020 Census Community Partnership and Engagement Program, appreciating the efforts of the trustees in making the Partnership Program a success and helping achieve a successful 2020 Census.
7. Linda will be attending the annual EMA reorganizational meeting on Wednesday, February 17<sup>th</sup> at 5 p.m. via Zoom.

Chairman Greg Leonhard turned the meeting over to Chief Shawn Rentz who told the trustees that he has been working on the Ohio Collaborative policies for the Kinsman Police Department certification. One of the policies is an effort to be transparent to the public through the use of body cams. Shawn introduced a donor to the trustees who desired to remain anonymous, handing Shawn a check for \$600, the cost of two body cams at the meeting. The trustees thanked the donor for his generous donation and for attending the regular trustees’ meeting in person. Shawn told the trustees that there is another anonymous donor who is going to pay for the third body cam. This will ensure that the Kinsman Police Department is in line with the policies of the Ohio Collaborative. The township is very grateful to those who have donated to assist the Kinsman Police Department. The camera footage will be stored on a hard drive and will be password protected. Chief Rentz, the trustees, and fiscal officer thanked the donors.

**Old Business:**

Greg told the trustees that he was given a thank-you letter from NESFACE. They expressed their gratefulness for the township’s generous donation of \$14,661, part of the CARES Act monies the township received to help with the pandemic crisis. They explained that the township’s donation helped many low-income families in the Kinsman area with much needed food and other items to help them stretch their budgets throughout the year of 2020. There are now more than 120 local families receiving help each month.

**New Business:**

1. Greg received an email that a preconstruction meeting at the Trumbull County Engineer’s Office in Warren to discuss the Kinsman Sidewalk Project Phase 2 will be held on Tuesday, March 9<sup>th</sup> at 10 a.m.

2. Kinsman Clean-Up and Scrap Tire Collection Day-

[RN2021-042] Greg Leonhard made a motion, seconded by Linda Miller, to hold Kinsman Clean-Up and Scrap Tire Collection Day on Saturday, May 22, 2021 from 9 a.m. to 1 p.m. at the township garage.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 8<sup>th</sup> day of February, 2021.

3. Should the Zoning Appeals Board need to meet, they reserve the last Tuesday of the month at the Kinsman Administration Building.
4. Linda attended a preconstruction meeting with the Trumbull County Engineers office on February 1 to discuss the replacement of the Kinsman Pymatuning Road Bridge. There is a tentative date for commencing construction of March 1, 2021, and construction is planned to take about 90 days. The construction will be done by Marucci & Gaffney Excavating. Some cleaning of the surrounding hillsides needs to be done by our road department. **We are to get the materials that are salvageable by our road department.** It is anticipated that the repairs will be completed by April 1<sup>st</sup>.  
Linda attended a Zoom meeting with the Council of Governments on Wednesday, January 27<sup>th</sup>. Their 2020 Financial Report balance was \$11,002.17. One highlight of the meeting is that Bazetta Fire Chief Lewis is to write a narrative for a state grant to purchase a FIT Tester. They will file the grant in early February, and grants are issued in June. The council will develop an SOP for borrowing and checking the equipment in and out of use. The Council of Governments will absorb the cost of maintenance for the FIT tester and it is to be housed with the County Fire Chief Association. The Trumbull County Commissioners had some disputes with the Council of Government, and the next meeting will be held April 14<sup>th</sup>.
5. Linda will check for dates for the administration and department heads to meet with Kim and George Garrett to do an in-service for our Google Chrome Books.
6. Zoning- Mark gave his report to the trustees. A copy of the report can be obtained by contacting the fiscal officer. Mark told the trustees he was invited by the Johnston Zoning Board to attend a meeting discussing pre-fab homes. He plans on attending.
7. Fire- Travis told the trustees that Amerissa and Sophia Minor would like to attend Firefighter II training classes.

[RN2021-043]Greg Leonhard made a motion, seconded by Linda Miller, to allow Amerissa Minor and Sophia Minor to attend Firefighter II training classes for a cost of \$850 each, reimbursable by the Fire Marshal Grant.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 8<sup>th</sup> day of February, 2021.

8. Police- Shawn turned his police report in to the trustees. He told them that new part-time officer Dylan Dean will soon be out patrolling alone. Jonelle Gerke will be starting to train with him this week. Shawn will notify part-time officers to schedule them.
9. Zoning Board- They will have their first meeting next week.

10. Public- Nothing.

Fred Stahl made a motion, seconded by Greg Leonhard, to adjourn. The time was 6:35 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 February 22, 2021 at 6:00 P.M.

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Chairman Greg Leonhard called the meeting to order. All elected officials were present.

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

Greg Leonhard made a motion, seconded by Linda Miller, to accept the reading of the minutes of the February 8, 2021 meeting, as corrected. The motion was unanimous.

### Correspondence:

1. The Trumbull County Combined Health District Advisory Council sent the trustees notice that they will be holding their annual meeting on Wednesday, March 10<sup>th</sup> at 7 p.m. Due to the COVID-19 pandemic they can accommodate no more than 12 council members, and will be on a first-come, first-serve basis. Others that wish to attend can do so via Zoom by contacting Johnna Ben at 330-675-7832. A meeting agenda was attached and a candidate form was attached, as well, for a 5-year council term.
2. The trustees received the Johnston ambulance report and financial report.

### Old Business:

1. Greg said that the Kinsman-Pymatuning Bridge is set for repair to commence March 1, 2021. He also told the trustees that there is an upcoming township road projects meeting with the Trumbull County Engineers on Monday, March 1 at 4:30 p.m.
2. Linda submitted paperwork for the 2021 Scrap Tire Collection Grant. She also wrote thank-you notes from the township to the donors of the police department body cameras. Linda told the trustees that she spoke to Jeff Bedlion regarding the two candidates who would like to attend paramedic classes. She asked if their runs could possibly offset the cost of our ambulance contract. She was told that Johnston Ambulance will not adjust the contract. Linda feels she no longer would like the township to fund the classes for the candidates. Travis of the Kinsman Volunteer Fire Department told Linda that he understands her feelings, but with the completion of their training, we would have two more medics in town. He feels they are good candidates and would be vital since we do not have a lot of EMTs, adding that they take the squad out as often as possible. Linda explained that medics have been funded in the past and have left Kinsman. She feels that the candidates can obtain loans to pay for their training and does not feel comfortable spending the money in light of the doubled ambulance contract fee. Greg would like the trustees to meet with Cory and the two candidates to discuss this further, and Travis will arrange the meeting.
3. Greg told the trustees that he received an email from Geauga Trumbull Solid Waste Management asking if any northern Trumbull County townships would be willing to accommodate Vernon residents' scrap tires since Vernon would not like to host a collection. Our grant allowance would be increased accordingly. The trustees feel that they already have plenty of work for

Kinsman and are not interested in including Vernon in our collection. Greg will email Geauga Trumbull Solid Waste Management to inform them.

**New Business:**

1. Linda received a call from Bill Pallett asking if his league can use the township park for baseball. That is okay with the trustees.  
The concession restroom is set to open on April 1 when Jim Grove will be back to work at the park.  
Linda also mentioned that the Zoning Board will keep their meeting dates of the third Monday at 6:30 p.m. open, but will not meet unless necessary. They will also submit their payroll every 6 months.  
Linda attended the Trumbull County EMA meeting via Zoom on February 17. She told the trustees that Linda Beil has retired as Director and that a new EMA Director is in process. She said that there will be a statewide tornado siren test on March 5 at 9:50 a.m.  
Trumbull County EMA by-laws will be changed to include the \$0.21 per capita fee that has been charged to townships. Townships will be billed based on the new census figures.
2. Greg told the public that the trustees, fiscal officer(s), and department heads received training for their Google Chromebooks, making it possible to hold a virtual meeting, as well as include those who cannot be physically present at meetings to attend trustees meetings. Linda wrote detailed notes on utilizing the Chromebooks and Zoom, and Greg will try to get information on attending meetings virtually to as many as possible by as multiple means as possible. We will discuss this at the March 8<sup>th</sup> meeting.
3. Fred said that there is a new business in town, Heart of the Dragon. It is a martial arts school located at the old church in Farmdale.
4. Steve Papalas was present at the meeting and Greg asked him if he had information from the Trumbull County Engineers. He told the trustees that the Kinsman Pymatuning Bridge #30 is commencing on schedule, and that Gary Shaffer has spoken with ODOT regarding shale sidewalks and Phase 3 of the Sidewalk Project. ODOT will be coming to Kinsman to discuss the project with Gary Shaffer.
5. Zoning- Mark said that is has been a slow month. He did attend the Johnston Zoning Board meeting regarding manufactured homes. He learned that they are now falling under state inspections. Mark can give this information to those wishing to build manufactured homes. The county will only deal with plumbing and sewer when it comes to this type of building. He will have his full zoning report at the next regular trustees' meeting.
6. Fire- Travis said it has been quiet. Cory has sent the fire roster and inventory to Marge.
7. Police- The body cameras have been received by the police department and the external hard drive is in to store the footage. Shawn is amending the police policy to include body cameras and storage. The MARCS radios are in the process of being programmed.
8. Zoning Board- nothing.
9. Public- nothing.

[RN2021-044] Greg Leonhard made a motion, seconded by Linda Miller, to proceed with replacing the 1988 Fire/EMS continuous Levy for collection in the calendar year 2022. The revenue amount of the replacement levy will be \$38,612. The levy will appear on the November 2, 2021 ballot.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes

Passed this 22<sup>nd</sup> day of February, 2021. Fred Stahl Yes

[RN2021-045] Linda Miller made a motion, seconded by Greg Leonhard, to allow Marge to amend the 2021 Appropriation Resolution with the county auditor.

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

Passed this 22<sup>nd</sup> day of February, 2021.

Marge will provide the trustees with the current figure that the 1988 Fire/EMS levy generates currently.

Fred Stahl made a motion, seconded by Greg Leonhard, to adjourn. The time was 6:37 p.m. The bills were paid.

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Trustees

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Fiscal Officer