

Kinsman Township Trumbull County Records of Proceedings

Regular Meeting Held on March 14, 2022 at 6:00 P.M.

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

Greg Leonhard made a motion, seconded by Jamin Banning, to accept the reading of the minutes of the February 28th regular trustees meeting, as corrected. The motion was unanimous.

Correspondence:

1. Johnston Township sent notice to the trustees that their township trustees resolved to increase EMS billing rates to insurance companies retroactive to January 1, 2022. The increase will not affect our residents.
2. An offer to purchase the township's old tar truck was received.

[RN2022-055] Greg Leonhard made a motion, seconded by Bruce Bancroft, to sell the 1991 Mack truck that is no longer being used by the road department and has been parked at the old police station, to Bill Spithaler following his offer of \$600. The truck has not been used for several years since it is irreparable.

The vote was as follows:

Greg Leonhard	Yes
Bruce Bancroft	Yes
Jamin Banning	Yes

Passed this 14th day of March, 2022.

3. The township received a reimbursement check from Ohio EMA for \$7,325.33, which is 75% of labor and 50% of materials used for road repairs due to the 2019 flood damage of our township roads.

[RN2022-056] Greg Leonhard made a motion, seconded by Jamin Banning, to allow the fiscal officer to amend the estimated resources and permanent appropriations in the Road Fund by \$7,325.33, which is the amount received by the Ohio EMA for road repairs due to the 2019.

The vote was as follows:

Greg Leonhard	Yes
Jamin Banning	Yes
Bruce Bancroft	Yes

Passed this 14th day of March, 2022.

Old Business:

1. Greg told the trustees that the \$3500 Go Green Grant application has been submitted on March 7th and that it should pay for the cost of the garbage truck for clean-up day, a utility light pole to be installed by Ohio Edison at the recycling site, and advertising signage.
Greg told the trustees that the Kinsman Road cleanup will be changed to May 21st in the afternoon of the Scrap Tire Day rather than May 14th.
Johnston Ambulance reported that the Kinsman Station was manned 8 full shifts in February.

Greg attended the County Health Board meeting as they needed a quorum to vote for a liaison. The Health Director discussed COVID during 2021.

The trustees will meet with the engineer’s office to discuss upcoming road projects for their annual meeting on April 14th at 1 p.m.

Greg met with Tim and Vince at Elm Street and Kinsman Nickerson during the rain event last week to discuss storm drainage. They also spoke with the county engineers to discuss solutions.

2. Jamin spoke with Jennifer from J. Saul Campbell regarding the new township website. She would like to meet with someone to discuss the site once a week. Jamin will meet with her and the trustees suggested he work with Jennifer to make changes as he sees fit.
3. Roofing for Park Pavilions and work shed.

[RN2022-057] Greg Leonhard made a motion, seconded by Bruce Bancroft, to contract with Roman Miller to replace roofing at the Kinsman Park pavilions with metal roofing, including the small work shed, for the quoted amount of \$14,336. The Local Fiscal Recovery Fund will be utilized to pay for the repair.

The vote was as follows:	Greg Leonhard	Yes
	Bruce Bancroft	Yes
	Jamin Banning	Yes

Passed this 14th day of March, 2022.

4. The trustees set the day to interview candidates for the park restroom cleaning position as Tuesday, March 22nd beginning at 10 a.m. The candidates will be interviewed in 30 minute increments.

New Business:

1. Kinsman for Sale Day

[RN2022-058] Greg Leonhard made a motion, seconded by Bruce Bancroft, to set Kinsman for Sale Day to be held on July 8th, 9th, and 10th. No yard sale permits will be required for those days, except for transient vendors coming into the township. They will need to contact Mark Posey.

The vote was as follows:	Greg Leonhard	Yes
	Bruce Bancroft	Yes
	Jamin Banning	Yes

Passed this 14th day of March, 2022.

[RN2022-059] Greg Leonhard made a motion, seconded by Jamin Banning, to hire Mark Finamore of Turner, May and Shepherd as special legal counsel in addition to the legal services provided by the County Prosecutor’s Office, for legal advice and representation in Township legal matters, when necessary, because of conflict of interest, prosecutor’s availability, case load, or when a legal matter is outside the scope of the Prosecutor’s services requiring special expertise.

The vote was as follows:	Greg Leonhard	Yes
	Jamin Banning	Yes
	Bruce Bancroft	Yes

Passed this 14th day of March, 2022.

2. Police- Shawn told the trustees that he attended the Chiefs of Police meeting. He also told the trustees that he would like to hire Josh Ellwood-Bellas as part-time police officer, as well as Rick Tackett as reserve officer.

[RN2022-060] Greg Leonhard made a motion, seconded by Jamin Banning, to hire Josh Ellwood-Bellas as part-time police officer, pending urinalysis results, and to hire Rick Tackett as Reserve police officer.

The vote was as follows:	Greg Leonhard	Yes
	Jamin Banning	Yes
	Bruce Bancroft	Yes

Passed this 14th day of March, 2022.

3. Kinsman Volunteer Fire Department Contract

[RN2022-061] Greg Leonhard made a motion, seconded by Bruce Bancroft, to contract with the Kinsman Volunteer Fire Department to provide fire protection services for \$1570 per month for the term of January 1, 2022 through December 31, 2022.

The vote was as follows:	Greg Leonhard	Yes
	Bruce Bancroft	Yes
	Jamin Banning	Yes

Passed this 14th day of March, 2022.

Cory told the trustees that he is looking into purchasing an Emsar cot and stair chair. Cory asked the trustees if he could purchase two televisions for 911 mapping.

[RN2022-062] Bruce Bancroft made a motion, seconded by Jamin Banning, to allow Cory to purchase two televisions and mounts for the fire station for the purposes of utilizing Active 911 mapping for a cost of up to \$800.

The vote was as follows:	Bruce Bancroft	Yes
	Jamin Banning	Yes
	Greg Leonhard	Yes

Passed this 14th day of March, 2022.

The calls will come up on the screen with a map to the location of the call. They will be installed at the Kinsman station for our paramedics.

Cory also asked the trustees permission to attend Firefighter Instructors training. He will learn leadership development, recruiting, and retaining.

[RN2022-063] Greg Leonhard made a motion, seconded by Jamin Banning, to allow Cory to attend Firefighter Instructor's training from April 26th to April 29th, 2022, for a total of \$705 in Indianapolis, and to pay for his hotel at a cost of \$150 per night for 4 nights. The trustees approved this for a total of \$1200.

The vote was as follows:	Greg Leonhard	Yes
	Jamin Banning	Yes
	Bruce Bancroft	Yes

Passed this 14th day of March, 2022.

Cory told the trustees that the two paramedic students will be completing their courses on May 15th and rank #2 and #3 in their class. They will do their national testing and will be ready to run by June. Amerissa and Sophia Minor do a very good job.

4. Mark gave the trustees his zoning inspector's report. Mark discussed the condition of Mayburn Barclay Road between Routes 5 and 7 with Tim and Tim will call the county.
5. Public- A resident asked about the next phase of the sidewalk project, which will go from the Square to Lakeview Drive. Any residents needing additional work for their driveways can be billed. This phase may begin next Spring or could be as early as this Fall.

Greg Leonhard made a motion, seconded by Jamin Banning, to adjourn the regular trustees meeting. The time was 6:54 p.m. The bills were paid.

Trustees

Fiscal Officer

Kinsman Township Trumbull County Records of Proceedings

Regular Meeting Held on March 28, 2022 at 6:00 P.M.

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

Jamin Banning made a motion, seconded by Bruce Bancroft, to accept the reading of the minutes of the March 14, 2022 regular trustees meeting, as corrected. The motion was unanimous.

Correspondence:

1. Bryan May, P.E. of the Trumbull County Engineer's office sent the trustees notice that they have reviewed the revised site civil construction plans and response letter. Based on their review, the requirements for Storm Water Management have been satisfied contingent upon the conditions of Trumbull Soil and Water reviewing and approving the storm water pollution plan, and acquiring a permit from ODOT for any work performed within the state right-of-way.
2. The trustees reviewed the updated OTARMA coverages and signed.
3. Geauga-Trumbull Solid Waste Management has awarded the township \$1679 to fund the Kinsman Scrap Tire Collection Program for 2022.

Old Business:

1. Greg is waiting for a quote to paint the bandstand. He is still waiting to hear back from Ohio Edison regarding the work ticket for the street light on Golf Drive. Regarding the sign at the administration building, Murphy Printing told Greg that printing a blank sign is \$185, but they cannot give an estimate to add Kinsman Police to the sign yet. Tim will take the sign off of the post for revising.

[RN2022-064] Greg Leonhard made a motion, seconded to Bruce Bancroft, to allow Murphy Printing to add Kinsman Township Police information to the existing sign at the administration building for a cost of up to \$300.

The vote was as follows:

Greg Leonhard	Yes
Bruce Bancroft	Yes
Jamin Banning	Yes

Passed this 14th day of March, 2022.

2. Greg told those present that the trustees interviewed candidates for the park cleaning and maintenance position.

[RN2022-065] Greg Leonhard made a motion, seconded by Jamin Banning, to hire Ed Slywczak to fill the park janitorial and maintenance position for \$13 per hour. The trustees thank all of the other good candidates who interviewed for the position.

The vote was as follows:

Greg Leonhard	Yes
Jamin Banning	Yes
Bruce Bancroft	Yes

Passed this 14th day of March, 2022.

[RN2022-066] Greg Leonhard made a motion, seconded by Jamin Banning, to utilize Local Fiscal Recovery ARP monies to fund the change order of Phase 2 of the sidewalk project in the amount of \$9485.90.

The vote was as follows:	Greg Leonhard	Yes
	Jamin Banning	Yes
	Bruce Bancroft	Yes

Passed this 14th day of March, 2022.

3. Jamin told the trustees that he received notice that Ohio Edison is no longer interested in leasing the township property near the library to stage their work area. The parking area was not big enough.
Jamin told the trustees that the township website is coming along well. He is hoping to have a draft at the next meeting.

New Business:

1. Greg told the trustees that he is interested in adding Jason Jewett as an alternate to serve on both the Zoning Board and Zoning Board of Appeals. He feels it is important to get some younger Kinsman citizens to begin serving their community.

[RN2022-067] Greg Leonhard made a motion, seconded by Bruce Bancroft, to hire Jason Jewett to serve as an alternate on both the zoning board and zoning board of appeals.

The vote was as follows:	Greg Leonhard	Yes
	Bruce Bancroft	Yes
	Jamin Banning	Yes

Passed this 14th day of March, 2022.

2. Greg told the trustees he is working on getting a price for digital speed signs that would be placed coming into the township. The signs would be able to electronically send information to Shawn’s phone of how many cars, their speed, and the time passed by the sign placement. The signs are portable. The prime locations for placement of the signs would be the north and south sides of Main Street. Traffic counts in and out of town can also help with securing road grants and for ODOT to lower the speed limit around the Square.
Greg is also looking into companies that are donating speed sticks that police can use to help during police pursuits.
3. Bruce has noticed dead trees on State Street that can be a potential hazard. Greg suggested speaking about this with the county engineers during our annual meeting to discuss road projects.
4. Shawn told the trustees that Rick Tackett resigned as reserve officer for Kinsman. He took a commission with a different township.

[RN2022-068] Greg Leonhard made a motion, seconded by Jamin Banning, to accept the resignation of Rick Tackett as Police Reserve Officer.

The vote was as follows:	Greg Leonhard	Yes
	Jamin Banning	Yes
	Bruce Bancroft	Yes

Passed this 14th day of March, 2022.

Shawn told the trustees that graduates Josh Ellwood Bellas and Ian McKnight, both of Kinsman, scored first and second place in their graduating class at the police academy. The trustees congratulated them.

Shawn gave the trustees his monthly statistics. This report can also be obtained by contacting the fiscal officer.

- 5. Tim told the trustees that he met with the Trumbull County Engineers on Turner Mullen Road three weeks ago to discuss water drainage. Permission was given by one property owner to go onto their property to get the ditch reopened to get water flowing, preventing road damage. The project on Morford East is requiring a 5’ culvert to repair the dip in the road due to the current culvert being rotted out.

Delin Thomas Road is now closed down to repair the hole in the culvert there. They are hoping to finish the repair by tomorrow afternoon.

Tim has asked the trustees if Davey Tree can hold a CPR and Safety Training seminar at the administration building. The trustees feel they have been a help to the township and will allow it. Tim will give Davey Tree the address of the dead tree location on State Street. The tree is in danger of falling.

Tim told the trustees that the road salt to be purchased from the engineers is now a 1:1 salt purchase rather than the 2:1 grit and salt mix he usually purchases.

[RN2022-069] Greg Leonhard made a motion, seconded by Bruce Bancroft, to allow Tim to purchase 150 tons of salt from the Trumbull County Engineers that they will add grit to making it a total of 300 tons of salt mix.

The vote was as follows:

Greg Leonhard	Yes
Bruce Bancroft	Yes
Jamin Banning	Yes

Passed this 14th day of March, 2022.

Tim told the trustees that while he was working at the Square he noticed several cars traveling in the wrong direction, and one car parked in the wrong direction around 7 a.m. to 7:30 a.m. in front of the bank. Greg asked Shawn to check on it, and Greg asked Tim to call our ODOT representative to help deal with it.

- 6. Mark told the trustees that he had a busy month. He will have his full monthly report at the next meeting.
- 7. Public- Nothing.

Greg Leonhard made a motion, seconded by Jamin Banning, to adjourn the regular trustees meeting. The time was 6:46 p.m. The bills were paid.

Trustees

Fiscal Officer