

Kinsman Township Trumbull County Records of Proceedings

Reorganization Meeting Held on January 13, 2020 at 6:00 P.M.

Fiscal Officer Margaret Crupi called the meeting to order. All elected officials were present.

All present stood to recite the Pledge of Allegiance to the flag.

Greg Leonhard asked for a moment of silence and word of prayer for a Warren City police officer that was shot at a traffic stop.

The reading of the minutes of the December 23, 2020, regular trustees meeting was waived until the January 27, 2020, regular trustees meeting.

Correspondence: The Trumbull County Engineer's Office sent the 2019 ODOT Mileage Certification.

[RN2020-001] Linda Miller made a motion, seconded by Greg Leonhard, to accept the 2019 ODOT Mileage Certification verified at 21.036 miles. ODOT records show no adjustment for this year.

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

Passed this 13rd day of January 2020.

The Fiscal Officer asked for nominations for Chairman and Vice Chairman to be opened.

Reorganization:

[RN2020-002] Greg Leonhard made a motion, seconded by Fred Stahl, to appoint Fred Stahl as Chairman.

The vote was as follows:	Greg Leonhard	Yes
	Linda Miller	No
	Fred Stahl	Yes

Passed this 13th day of January, 2020.

[RN2020-003] Fred Stahl made a motion, seconded by Greg Leonhard, to appoint Greg Leonhard as Vice Chairman.

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

Passed this 13th day of January, 2020.

[RN2020-004] Greg Leonhard made a motion, seconded by Linda Miller, that to provide for the current expenses and other expenditures of the Board of Trustees of Kinsman Township, during the fiscal year ending December 31, 2020, the following sums be and the same are hereby set aside as temporary appropriations for the several purposes for which expenditures are to be made for and during said fiscal year, until permanent appropriation amounts can be established, as follows:

General Fund	38,000.00
Motor Vehicle License Tax Fund	15,000.00
Gasoline Tax Fund	50,000.00
Road & Bridge Fund	43,000.00
Fire Special Levy	50,000.00
Fire & EMS Levy	60,000.00
Police Special Levy	50,000.00
Lighting Assessment	3,000.00
Capital Equipment Fund-FEMA	277.00
Park Committee	8,500.00
Total of All Funds	<u>317,777.00</u>

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

Passed this 13th day of January, 2020.

[RN2020-005] Fred Stahl made a motion, seconded by Linda Miller, to set the regular meeting dates for the 2nd and 4th Mondays of every month at 6:00 pm at the Kinsman Administration Building at 7890 State Route 5, with Monday, December 28, 2020, as the last meeting of the year. If Monday is a holiday, then we meet on the following Tuesday evening.

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

Passed this 13th day of January, 2020.

[RN2020-006] Linda Miller made a motion, seconded by Greg Leonhard, to conduct meetings in full compliance with the Ohio Sunshine Law and accordingly establish the following rules for scheduling and notice of all meetings:

1. Regular Meetings- Regular meetings of the Board of Trustees shall be held on the 2nd and 4th Mondays of every month at the Kinsman Township Administration Building, and notice of said meeting shall be posted at the Administration Building 7890 State Route 5, and at the Township Garage 6380 Route 87.
2. Special Meetings-Notice of special meetings of the Board of Trustees shall be given by posting advanced written notice of the same in a conspicuous place at the Administration Building and Township Garage. Additionally, notice of all special meetings shall be given to the Youngstown Vindicator, Warren Tribune Chronicle, and/or any other

newspaper that requests the same at least 24 hours in advance of the meeting, except in an emergency in which the notice shall be given as soon as practicable.

3. The township will provide advance written notice of special meetings to anyone who provides the township with prepaid postage, self-addressed envelopes or post cards.

The vote was as follows:

Linda Miller	Yes
Greg Leonhard	Yes
Fred Stahl	Yes

Passed this 13th day of January, 2020.

[RN2020-007] Greg Leonhard made a motion, seconded by Linda Miller, to reappoint Leroy Long as Police Chief, Cory VanKanegan as Fire Chief, Mark Posey as Zoning Inspector, Tim Tricker as Road Superintendent, Vincent Peterson as Road Worker, Shawn Rentz as Sergeant; James Lewis, Tara Ryhal, and Leonard Emch, as part-time police officers, Carrie Betts, and Dustin Slusher, as Police Reserve Officers; Pastor Mark Biel as Chaplain; Tom Gross and Gary Kidd as volunteer Vehicle Maintenance. Megan Garcia is to be reappointed as Police Secretary.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 13th day of January, 2020.

Fred Stahl read the current salaries.

- | | |
|--|------------------------|
| 1. Road Superintendent | \$19.50/hr. |
| 2. Road Worker | 16.00/hr. |
| 3. Park Employee | 10.50/hr. |
| 3. Sergeant Shawn Rentz | Salary as per contract |
| 4. Part-time Officers | 11.75/hr. |
| 5. Police Chief Leroy Long | 1300/mo. |
| 8. Zoning Inspector Mark Posey | 385/mo. |
| 9. Police Secretary | 11.50/hr. |
| 10. Police Vehicle Maintenance Tom Gross | No compensation |
| 11. Chaplain Mark Biel | No compensation |
| 12. Reserve Officers | No compensation |
| 13. Fire Chief Cory VanKanegan | \$100 per month |

[RN2020-008] Linda Miller made a motion, seconded by Fred Stahl, to accept the current pay salaries as read above.

The vote was as follows:

Linda Miller	Yes
Fred Stahl	Yes
Greg Leonhard	Yes

Passed this 13th day of January, 2020.

[RN2020-009] Linda Miller made a motion, seconded by Greg Leonhard, to give the full-time Road Department employees the following paid holidays: New Year's Day, Martin Luther King Day, Washington-Lincoln Day, Memorial Day, 4th of July, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. If the holiday falls on Saturday or Sunday, then the

holiday will be observed on Monday. If they had to work on a holiday, they could take another day as compensation for the paid holiday. Holiday pay would be double-time.

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

Passed this 13th day of January, 2020.

[RN2020-010] Greg Leonhard made a motion, seconded by Fred Stahl, to set the following for the Road Department for 2020:

1. Road Superintendent Tim Tricker and Road Worker Vince Peterson- 40 paid vacation hours for 2020.

Vacation hours paid as follows: 1st year- 5 days, 2nd year- 5 days, 3rd year- 10 days, 4th year on- add 1 day each year to a maximum of 20 days.

Tim Tricker is in his 7th full year for 2020 and will receive 10 days (80 hours) this year paid vacation, plus four days (32 hours), for a total of 112 hours. Vince Peterson is in his 6th full year for 2020, and will receive 10 days (80 hours) paid vacation, plus three days (24 hours) for a total of 104 hours.

Vacation days must be used by the end of the year; they cannot accumulate. Sergeant Shawn Rentz, as per Police contract.

2. Road Superintendent and Road Worker have hospitalization (family plan) through a company to be determined, dental coverage (family plan) through Delta Dental, vision coverage (family plan) through Vision Service Plan, and \$10,000 life insurance (employee only) through Consumer Life Insurance. Sergeant Shawn Rentz is reimbursed for his spouse's health insurance at \$375 per month as per contract.
3. Full-time employees receive 1.25 sick days per month up to 260 sick days. Upon termination of employment, the employee will receive up to 50 days of accumulated sick pay plus half of the accumulated balance of sick pay up to a maximum total of 155 days.

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

Passed this 13th day of January, 2020.

[RN2020-011] Greg Leonhard made a motion, seconded by Linda Miller, to pay the members of the Zoning Appeals Board and the Zoning Board \$25.00 per meeting for attending their own board meetings payable quarterly.

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

Passed this 13th day of January, 2020.

[RN2020-012] Fred Stahl made a motion, seconded by Linda Miller, to use the Trumbull County Prosecutor's office for legal assistance and hire outside legal counsel as needed. The township is presently using Attorney Mark Finamore as our attorney for zoning matters.

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

Passed this 13th day of January, 2020.

[RN2020-013] Fred Stahl made a motion, seconded by Linda Miller, to give permission to the Fiscal Officer to transfer money within a fund without prior consent from the Trustees.

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

Passed this 13th day of January, 2020.

[RN2020-014] Fred Stahl made a motion, seconded by Greg Leonhard, for Kinsman Township to remain a member of the Ohio and Trumbull County Township Associations.

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

Passed this 13th day of January, 2020.

[RN2020-015] Greg Leonhard made a motion, seconded by Linda Miller, to reimburse the mileage for the Zoning Inspector for inside and outside the township at \$0.575/mile, as set by the IRS and to reimburse all elected officials for travel outside the township limits at the same rate. Other township employees are to be reimbursed at the same rate, whether outside or inside the township, when on township business in their private vehicles.

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

Passed this 13th day of January, 2020.

[RN2020-016] Greg Leonhard made a motion, seconded by Linda Miller, that there is a \$350 fee per adult league per season plus proof of insurance for use of the Township Park. Nonprofit organizations are exempt but must have proof of insurance.

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

Passed this 13th day of January, 2020.

[RN2020-017] Fred Stahl made a motion, seconded by Linda Miller, that Girl Scout Troop 80106 will put lettering on the Kinsman Community sign for 2020 at a cost of \$50/month. The vote was as follows:

	Fred Stahl	Yes
	Greg Leonhard	Yes
	Linda Miller	Yes

Passed this 13th day of January, 2020.

[RN2020-018] Linda Miller made a motion, seconded by Fred Stahl, for the township to continue to pay Memorial Day assistance to the American Legion of \$200 for 2020.

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

Greg Leonhard Yes

Passed this 13th day of January, 2020

[RN2020-019] Fred Stahl made a motion, seconded by Linda Miller, that the Trustees will charge residents \$50 for renting a pavilion at the Township Park, and \$100 per pavilion for non-residents for 2020. There will be no charge for use by nonprofit organizations.

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

Passed this 13th day of January, 2020.

[RN2020-020] Linda Miller made a motion, seconded by Greg Leonhard, for all messages for the Kinsman Community Sign to continue to go through the Trustees for signatures, with the exception of local church and community organizations as previously resolved in 2019. These sign applications can be automatically approved and posted with trustee initials. The applications can be dropped off at the Administration Building, given to a trustee, brought to a meeting, or mailed to Kinsman Township, P.O. Box 399. Once approved, they are then put in the box at the township garage for the Girl Scouts to pick up after each township meeting. The trustees and Wanda Collins can also be texted for approval and permission for sign lettering, in lieu of signature, when time does not permit for signatures.

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

Passed this 13th day of January, 2020.

[RN2020-020] Greg Leonhard made a motion, seconded by Fred Stahl, for the Fiscal Officer to remain a member of the Ohio Association of Public Treasurers.

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

Passed this 13th day of January, 2020

[RN2020-021] Greg Leonhard made a motion, seconded by Linda Miller, for the township to continue to provide hospitalization coverage through Anthem Blue Cross Blue Shield, dental coverage (family plan) through Delta Dental, vision coverage (family plan) through Vision Service Plan, and will continue to provide coverage for the Fiscal Officer and son, and Trustee Fred Stahl and his wife, \$10,000 life insurance (employee only) through Consumer Life Insurance, for the year of 2020.

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

Passed this 13th day of January, 2020.

[RN2020-022] Greg Leonhard made a motion, seconded by Linda Miller that the Road Department, Police Department, and Fire Department will turn in their inventory list to the Fiscal

Officer by the end of January, 2020. These will then be sent to OTARMA and on file here at the Administration Building.

The vote was as follows:

Greg Leonhard	Yes	
Linda Miller	Yes	
Fred Stahl		Yes

Passed this 13th day of January, 2020.

[RN2020-024] Greg Leonhard made a motion, seconded by Linda Miller, to continue to advertise and sell township property via online auction.

The vote was as follows:

Greg Leonhard	Yes	
Linda Miller	Yes	
Fred Stahl	Yes	

Passed this 13th day of January, 2020.

[RN2020-025] Linda Miller made a motion, seconded by Greg Leonhard, to set a date for a work session with township department heads to be held on Saturday, January 18, 2020 beginning at 8 a.m.

The vote was as follows:

Linda Miller	Yes	
Greg Leonhard	Yes	
Fred Stahl	Yes	

Passed this 13th day of January, 2020.

[RN2020-026] Greg Leonhard made a motion, seconded by Linda Miller, to close the reorganization meeting.

The vote was as follows:

Greg Leonhard	Yes	
Linda Miller	Yes	
Fred Stahl	Yes	

Passed this 13th day of January, 2020.

Old Business:

1. Greg was contacted by Jet Excavating. They will be placing a concrete barrier on the south side of the pipe to encourage the water to go where it is supposed to go. This will happen in the next four to six weeks. They will need one day to close the road for four hours to do the work. Lakeland residents have been notified.
2. Linda contacted Nora Bennett and she agreed to continue to serve on the Zoning Board of Appeals commencing 2020.

[RN2020-027] Linda Miller made a motion, seconded by Greg Leonhard, to reappoint Nora Bennett to serve on the Zoning Board of Appeals commencing 2020.

The vote was as follows:

Linda Miller	Yes	
Greg Leonhard	Yes	
Fred Stahl	Yes	

Passed this 13th day of January, 2020.

New Business:

1. Greg told the trustees that he has sent in the annual 2020 Boundary and Annexation Survey forms to the Census Bureau.
Greg also received a check from Ohio State Highway Patrolman Jerrad Sutton that he had collected in the amount of \$555 to go to the Shop with a Cop program. The trustees thanked him for his generous donation and for thinking of the program.
2. Linda received a check from the Cortland Lodge who combined with our local lodge, from the sale of their building in the amount of \$2336.75 to be dedicated to the Park Committee. The trustees thanked them for their generous donation.
Linda said that we now have a sewer tie-in to the old school property. It took two days. The first day they planned on tying into the main but would have had to excavate under the road. Since they did not have permits to do so, they went parallel to the sidewalk that was there south at the school property and going into the manhole cover. The county helped us out so that we could tie in. We will not be accountable for a monthly fee. Greg thanked Linda for standing outside in bad weather to oversee what was done.
3. Shawn had the final statistics on Shop with a Cop. There were seventeen children and families taken around to local businesses with gift cards and shopping done. There were also children too small to be taken around to shop but Leroy made sure that they received gifts. The report is available by contacting the fiscal officer. The yearly, quarterly, and monthly reports are available by contacting the fiscal officer, as well.
Shawn talked to the trustees about the area on Kinsman Nickerson near Hair by Julia. When he drives around there at night it seems that everybody obeys not parking on the sidewalk, but there are some that do park on the sidewalk. One truck seems to park with one wheel on the sidewalk but he is still in the road. Shawn is wondering if the township can petition to get some lines put on the road to help with directing better parking at an angle or even parallel. That is a county road all the way to the square at the stop sign. Shawn is going to revisit purchasing MARCS radios. There have been problems with the current radio frequency.
4. Cory said that he has his inventory completed. His radio grant bid went out on Friday for the MARCS radios.
5. Zoning- Mark read his zoning report. The report can be obtained by contacting the fiscal officer.
6. Steve Papalas of the Trumbull County Engineer's office said that the grant came through for the Phase III Sidewalk project to go along the east side of State Route 5 from Lakeview Drive to the Square. The project will commence in 2021. The trustees thanked the Trumbull County Engineer's office for their engineering and grant work.

Greg Leonhard made a motion, seconded by Fred Stahl, to adjourn. The time was 6:32 p.m. The bills were paid.

Trustees

Kinsman Township Trumbull County Records of Proceedings

Regular Meeting Held on January 27, 2020 at 6:00 P.M.

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

Fred Stahl 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 December 23, 2019, meeting, as corrected. The motion passed unanimously.

Fred Stahl made a motion, seconded by Greg Leonhard, to waive the reading of the minutes of the January 13, 2020, meeting until the February 10th meeting. The motion passed unanimously.

Correspondence:

1. Trumbull County Recorder Todd Latell sent the township the annual reminder to file all zoning resolutions, maps and amendments with his office.
2. The Johnston ambulance activity and ambulance report.
3. Officer Shawn Rentz introduced Scott Gubanyar to the trustees to become a part-time police officer for Kinsman Township.

[RN2020-028] Greg Leonhard made a motion, seconded by Linda Miller, to swear in Scott Gubanyar as part-time Kinsman Police officer.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 27th day of January, 2020.

Fred Stahl made a motion, seconded by Greg Leonhard, to go into executive session to discuss personnel wages for 2020. The time was 6:12 p.m. The vote was unanimous.

The trustees returned from executive session at 6:17 p.m.

Greg explained that Hartford part-time police officers are paid \$2 more per hour than Kinsman police officers and that we need to remain competitive.

[RN2020-029] Greg Leonhard made a motion, seconded by Fred Stahl, to increase part-time police officers' pay by \$1 per hour and the police secretary by \$0.50 per hour.

The vote was as follows:

Greg Leonhard	Yes
Fred Stahl	Yes
Linda Miller	Yes

Passed this 27th day of January, 2020.

[RN2020-030] Greg Leonhard made a motion, seconded by Linda Miller, to put a raise on standby and to review the year-end budget for the Road Department and Park worker to discuss a bonus.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 27th day of January, 2020.

Old Business: Fred discussed the concern regarding angled parking on Kinsman Nickerson Road where some people are parking partially on the sidewalk. He has contacted Tom Klejka of the Trumbull County Engineer's office who will look into it to see what can be done and possibly address it in springtime.

New Business:

1. Linda said she was contacted by the Masonic Lodge regarding their car show.

[RN2020-031] Linda Miller made a motion, seconded by Greg Leonhard, to permit the Masonic Lodge to hold their annual car show at the old high school grounds on July 19, 2020.

The vote was as follows:

Linda Miller	Yes
Greg Leonhard	Yes
Fred Stahl	Yes

Passed this 27th day of January, 2020.

2. Road- Nothing.
3. Police- Nothing.
4. Fire- Cory asked for permission to dispose of obsolete equipment.

[RN2020-032] Linda Miller made a motion, seconded by Fred Stahl, to permit Kinsman Fire Chief Cory VanKanegan to dispose of obsolete fire equipment at the Kinsman Fire Department.

The vote was as follows:

Linda Miller	Yes
Fred Stahl	Yes
Greg Leonhard	Yes

Passed this 27th day of January, 2020.

Cory told the trustees that he did his final fire inspection of the new pizza store on Main Street. They are still waiting for the health inspection to be completed before they can open.

The Volunteers Firefighters' Dependents Fund meeting was opened.

[RN2020-033] Fred Stahl made a motion, seconded by Greg Leonhard, to continue with previously-elected Board Members for the Volunteer Firefighters' Dependents Fund, elected by the Legislative Authority.

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

Passed this 27th day of January, 2020.

The Chairman turned the meeting over to the Volunteer Fire Fighters' Dependents Fund. Cory VanKanegan and Travis Sapp were elected to serve on the board by the Fire Department.

Travis Sapp made a motion, seconded by Dale Goist, to elect Shawn Rentz to the Volunteer Fire Fighters' Dependents Fund.

The vote was as follows:	Travis Sapp	Yes
	Dale Goist	Yes
	Linda Miller	Yes

Greg Leonhard made a motion, seconded by Linda Miller, to elect Dale Goist as Chairman and Shawn Rentz as secretary.

The vote was as follows:	Greg Leonhard	Yes
	Linda Miller	Yes
	Travis Sapp	Yes
	Dale Goist	Yes

The Volunteer Fire Fighters' Dependents Fund meeting was then closed.

The Volunteer Peace Officer Dependents Fund was reorganized for 2020 as follows:

[RN2020-034] Greg Leonhard made a motion, seconded by Linda Miller, to elect Greg Leonhard and Linda Miller to the board for the Volunteer Peace Officers Dependents Fund, elected by the Legislative Authority.

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

Passed this 27th day of January, 2020.

Shawn Rentz made a motion to elect Leroy Long to serve on the board, as nominated by the Police Department.

The vote was as follows:	Shawn Rentz	Yes
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Greg Leonhard	Yes
Linda Miller	Yes

Greg Leonhard made a motion to elect Shawn Rentz to serve on the board of Volunteer Peace Officers' Dependents Fund.

The vote was as follows:	Greg Leonhard	Yes
	Linda Miller	Yes
	Shawn Rentz	Yes

Shawn Rentz made a motion to elect Fred Stahl to serve on the board of Volunteer Peace Officers' Dependents Fund.

The vote was as follows:	Shawn Rentz	Yes
	Linda Miller	Yes
	Greg Leonhard	Yes

Greg Leonhard made a motion to elect Linda Miller as secretary of the Volunteer Peace Officers' Dependents Fund.

The vote was as follows:	Greg Leonhard	Yes
	Shawn Rentz	Yes
	Fred Stahl	Yes

Greg Leonhard made a motion to elect Leroy Long as Chairman of the Volunteer Peace Officers' Dependents Fund.

The vote was as follows:	Greg Leonhard	Yes
	Shawn Rentz	Yes
	Fred Stahl	Yes

The Volunteer Peace Officers' Dependents Fund meeting was then closed.

Marge asked the trustees for a resolution to accept the estimated amended resources for 2020.

[RN2020-035] Linda Miller made a motion, seconded by Fred Stahl, to accept the estimated resources for the year of 2020 as presented to them by the fiscal officer.

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

Passed this 27th day of January, 2020.

Marge asked the trustees for a resolution to accept the permanent appropriations to be sent to the county auditor's office as follows:

[RN2020-036]

General Fund	\$165,000.00
Motor Vehicle Fund	83,000.00
Gasoline Tax Fund	450,000.00

