

Kinsman Township Trumbull County Records of Proceedings

Regular Meeting Held on December 11, 2023, at 6:00 P.M.

Chairman Bruce Bancroft called the meeting to order. All elected officials were present.

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

Minutes:

[RN2023-140] Jamin Banning made a motion, seconded by Greg Leonhard, to waive the reading of the November 13, 2023, minutes, and to accept them as read by the trustees. Copies of the minutes are provided on the desk and upon request of the fiscal officer.

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

Be it so resolved this 11th day of December 2023.

[RN2023-141] Jamin Banning made a motion, seconded by Bruce Bancroft, to waive the reading of the November 30, 2023, Work Session, and to accept them as read by the trustees. Copies of the minutes are provided on the desk and upon request of the fiscal officer.

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

Be it so resolved this 11th day of December 2023.

[RN2023-142] Greg Leonhard made a motion, seconded by Jamin Banning, to waive the reading of the minutes of the December 7, 2023, Special Meeting to discuss the Current Expense Levy, and to accept them as read by the trustees. Copies of the minutes are provided on the desk and upon request of the fiscal officer.

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

Be it so resolved this 11th day of December 2023.

Correspondence:

1. The Ohio Dept of Job & Family Services sent notice of changes in Ohio law. Eligible unemployment benefits in Ohio require 20 weeks of covered employment with at least \$280 earned weekly, and an applicant must be totally or partially unemployed through no fault of their own.
2. Valley Title sent the trustees the recorded Quit Claim Deed for 0.5063 acres of land donated to the township by Richard Thompson, located on State Street adjacent to the

Kinsman Greenspace. The trustees thanked Mr. Thompson for his donation, which will eventually allow access from State Street to the Greenspace property.

3. Trumbull County Engineers sent the figures for Phase 5 of the Kinsman Sidewalk Project which will run on the east side of Main Street north from Lakeview Drive to State Route 87, and the other section will be on the north side of Kinsman Nickerson east to Garden Street. The cost is estimated at \$228,170.75 with a local share of \$45,634.15 to be paid through donations to the township.

Old Business:

1. The trustees thanked the Road Department and Safety Forces for their work on Santa on the Square.
Reflective address street numbers have been purchased through ARP monies. They will be completed tomorrow morning and Greg will schedule a time for them to be picked up. The trustees received a call from Jeff Herrick who was asked by the Army Corps of Engineers to investigate the Ray State Line small creek issue. Tim will meet him Thursday at the site.
Shop with a Cop will be held Thursday night at 5 p.m.
No word yet from the Trumbull County Commissioners regarding the ARP grant.

New Business:

1. Jamin told the trustees that there are fallen bricks at the base of the Market Square building on State Route 5 and 7. He suggested we close the sidewalk at that area and contact the county building inspector.
ODOT has received the agreement for permission to place Pedestrian Crossing signs at Action Physical Therapy and across the street at the parking lot used by therapy patients.
2. The online class regarding Geauga Trumbull Solid Waste Go Green Grant will be held Thursday at 10:30 a.m. Greg is planning to watch online. The trustees agreed that they should apply for the cost of the garbage truck.
3. Road- Tim said the plow trucks are ready to go. They have about 240 tons of ice material, which should be enough for the year. Tim told the trustees that since one of their mowers is 22 years old that he'd like to ask permission to purchase a new one. The price will increase by \$2,300 in 2024.

[RN2023-143] Greg Leonhard made a motion, seconded by Jamin Banning, to permit Tim to purchase a John Deere 950 zero-turn mower with a 72" mowing deck at a cost of \$10,235.

The vote was as follows:

Greg Leonhard	Yes
Jamin Banning	Yes
Bruce Bancroft	Yes

Be it so resolved this 11th day of December 2023.

Trade-in will be minimal.

4. Fire- The State Fire Marshal Grant is out for application. The department will start to figure out what is needed. The power cot is ordered and should be in by February or March.
5. Police- Thad has been in touch with the Sheriff's Department regarding the accident on the Square. Thad will give the incident number to Marge to be sent to the insurance company. He does not have details, but appropriate citations will be issued when needed. Thad told the trustees that he had a Meet and Greet with FBI officials of Cleveland and

Youngstown. They came to the administration building and offered their services if we ever need them in the future. Both SUV cruisers are up to date with recalls. Thad thanked Tim and Vince for helping clean out the old police garage. Shop with a Cop will be held Thursday at 5:30 p.m. We are expecting 23 to 26 children to shop with the police. There will be a pizza party at the administration building afterward. Thad said Police Secretary Rochelle is doing a great job. Trumbull 9-1-1 needs an updated list of contacts. Since 2002 the Kinman Police Department has had the remains of a US Veteran in custody that were found in a car that was about to be crushed. Kinsman Police tried to locate the family many times, but found out the name through the VA, William. O. Starks. He will be laid to rest tomorrow at the veterans section of Niles Cemetery in a donated plot. Thad proposed to the trustees a \$1 per hour raise to help with recruitment and retention. He would also like a \$1 per hour raise for the police secretary, as well. Greg said the trustees will address this at the reorganization meeting, if possible. Thad said his main goal is to keep with the OPOTA schedule. Thad and Josh will be speaking with the Juvenile Prosecutor's office on Wednesday regarding the vandalism at the park restroom.

6. Zoning- Mark gave the trustees his zoning inspector report. A copy can be obtained from the fiscal officer.
7. Public- A resident asked if the township has a deductible regarding the damage on the Square. OTARMA, the township's insurance company, will reach out to the individual's insurance company. Once our insurance company makes a determination, we will know our amounts we will need to pay. Greg asked if any of the three people attending the Zoom meeting had any questions, they could submit them in the chat box. A resident asked about an accident that occurred at the end of their road. Greg told them to call 911.
8. The trustees mentioned that Dave Thomas who currently works at the Ashtabula County Auditor's office was just here and is running for State Representative of District 65.

[RN2023-145] Greg Leonhard made a motion, seconded by Jamin Banning, to go into Executive Session to discuss township personnel issues and possible discipline. No action will be taken when returning from Executive Session. The time was 6:41 p.m.

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

Be it so resolved this 11th day of December 2023.

[RN2023-146] Greg Leonhard made a motion, seconded by Jamin Banning, to come out of Executive Session. No action was taken. The time was 6:56 p.m.

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

Be it so resolved this 11th day of December 2023.

Jamin Banning made a motion, seconded by Bruce Bancroft, to adjourn the regular trustees meeting. The time was 6:57 p.m. The bills were paid.

Trustees

Fiscal Officer

Kinsman Township Trumbull County

Records of Proceedings

Special Meeting Held on December 14, 2023, at 6:00 P.M.

Chairman Bruce Bancroft called the meeting to order to discuss proceeding with the Current Expense Levy on the March 19, 2024, midterm ballot. All elected officials were present.

After much discussion about the need for the Current Expense levy, which is used for paying increasing utility expenses for the administration building and park locations, and after discussion with those present from the public, it was decided by the trustees to place a 1.25 mill levy instead of a 1.5 mill levy on the midterm ballot.

Park utility expenses are the community sign, bandstand, Kinsman Park, concession building with restrooms, and Main Street restrooms. The Main Street restroom utilities are currently being funded by private donations, however.

The history of the low revenue in the General Fund began in 2011 when state legislators cut Local Government Fund Distribution in half from 3.52% to 1.66% of the state operating budget sent to the county. The county then distributes to townships according to road mileage. Kinsman has been losing a significant amount of funds during the past twelve years. For example, in 2008 Kinsman Township received a total of approximately \$60,000 compared to approximately \$27,000 of local government distribution this year.

[RN2023-144] Jamin Banning made a motion, seconded by Gregory Leonhard, to Proceed with placing a 1.25 mill 5-year term Current Expense Levy on the March 19, 2023 Midterm ballot that will generate approximately \$50,000 per year, which will be calculated at \$44 additional tax revenue per year on a \$100,000 county auditor's appraisal value due to the necessity of diminished Local Government Distribution and continually rising utility, insurance, workers compensation, and various expenses.

The vote was as follows:

Jamin Banning	Yes
Gregory Leonhard	Yes
Bruce Bancroft	Yes

Be it so resolved this 14th day of December 2023.

[RN2023-147] Greg Leonhard made a motion, seconded by Jamin Banning, to adjourn the second meeting of the “Motion to Proceed” with placing the Current Expense 1.25 mill 5-term levy on the March 19, 2024, midterm ballot. The time was 10:30 a.m.

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

Be it so resolved this 14th day of December, 2023.

Greg Leonhard made a motion, seconded by Jamin Banning, to discuss the township’s remaining ARP monies. The vote was unanimous.

[RN2023-148] Greg Leonhard made a motion, seconded by Jamin Banning, to allow the fiscal officer to utilize the remaining ARP monies for administration purposes due to increased expenses and the need to support the township administration expenses until the April 2024 real estate tax settlement.

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

Be it so resolved this 14th day of December 2023.

Greg will be picking up the house numbers at Stahl Printing and will notify the residents that ordered them that they can be picked up at the administration building next Tuesday.

[RN2023-149] Greg Leonhard made a motion, seconded by Jamin Banning, for a check payable to “Cash” in the amount of \$3,700 be written and cashed to fund the Shop with A Cop event. This cash was donated through the Tip a Cop event and all Shop with a Cop donations.

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

Be it so resolved this 14th day of December 2023.

[RN2023-150] Greg Leonhard made a motion, seconded by Jamin Banning, to schedule a department head work session for Saturday, January 6, 2024. The fiscal officer will advertise the meeting.

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

Be it so resolved this 14th day of December 2023.

Greg told the trustees that he’s been waiting on a call back from the county building inspector to have him look at the Market Square building that has had more bricks fall. The area is marked with cones for the safety of pedestrians.

Bruce Bancroft made a motion, seconded by Jamin Banning, to adjourn. The time was 10:45 a.m. The motion was unanimous.

Trustees

Fiscal Officer

Kinsman Township Trumbull County Records of Proceedings

Special Meeting Held on December 28, 2023, at 10:00 A.M.

Bruce Bancroft called the Special Meeting to discuss year-end business and personnel to order.

[RN2023-151] Jamin Banning made a motion, seconded by Greg Leonhard, to allow the fiscal officer to amend the estimated resources and appropriations for 2024 with the county auditor’s office.

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

Be it so resolved this 28th day of December, 2023.

[RN2023-152] Greg Leonhard made a motion, seconded by Jamin Banning, for Kinsman Township trustees to appropriate funds for all regular and necessary township expenditures pending the filing of the statutory appropriation resolution in 2023.

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

Be it so resolved this 28th day of December 2023.

[RN2023-153] Greg Leonhard made a motion, seconded by Jamin Banning, that Kinsman Township will provide health insurance, dental insurance, vision insurance, and life insurance for

full-time Road worker Tim Tricker and his wife, and Vince Peterson, and to provide vision, dental, and health insurance for fiscal officer for the year of 2023.

The vote was as follows:

Greg Leonhard	Yes
Bruce Bancroft	Yes
Jamin Banning	Yes

Be it so resolved this 28th day of December 2023.

[RN2023-154] Greg Leonhard made a motion, seconded by Jamin Banning, to sign the MOU for Phase 4 of the Kinsman Sidewalk Project. The sidewalk will run west on the north side of Church Street to State Street, then along the west side of State Street to the Square.

The vote was as follows:

Greg Leonhard	Yes
Jamin Banning	Yes
Bruce Bancroft	Yes

Be it so resolved this 28th day of December 2023.

Greg told the trustees that the house numbers are moving right along and getting picked up.

We may need more house numbers since some people are inquiring.

[RN2023-155] Jamin Banning made a motion, seconded by Bruce Bancroft, to spend up to \$500 of the township's ARP monies on possible additional high-visibility house numbers for Kinsman residents.

The vote was as follows:

Jamin Banning	Yes
Bruce Bancroft	Yes
Greg Leonhard	Yes

Be it so resolved this 28th day of December 2023.

Greg gave an update on the water problem on Ray State Line Road by the Army Corps of Engineers. The gentleman that owns the property will have to re-trench where he buried the small creek.

Barrels are up at Market Square for pedestrian safety. Greg contacted the county building inspector to have him look at the falling-brick situation.

[RN2023-156] Greg Leonhard made a motion, seconded by Jamin Banning, to go into Executive Session to discuss discipline of Fire Department personnel. The time was 10:14 a.m.

The vote was as follows:

Greg Leonhard	Yes
Jamin Banning	Yes
Bruce Bancroft	Yes

Be it so resolved this 28th day of December 2023.

[RN2023-157] Greg Leonhard made a motion, seconded by Jamin Banning, to return from Executive Session to discuss discipline of Fire Department personnel. The trustees will be putting Kinsman Volunteer Fire Chief Cory VanKaneagan on administration leave as fire chief with stipend until the current investigation is concluded. The time was 10:36 a.m.

The vote was as follows:

Greg Leonhard	Yes
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Jamin Banning
Bruce Bancroft

Yes
Yes

Be it so resolved this 28th day of December 2023.

The Kinsman Board of Trustees have taken this direction due to the quality job Cory has done in bringing new members to the fire department, training, and by putting two EMTs who became paramedics through school. Cory has done great work for the Kinsman Volunteer Fire Department. In the interim, Chad Thompson and Larry Pleva will be providing the trustees with the name at the January meeting of an interim Fire Chief who will be acting chief until the investigation is concluded and the trustees can decide in the future.

Zoning- Mark told the trustees there is nothing new at this time. He does have a name to submit for the Zoning Board and the trustees can address that at the January meeting.

The work session on January 6 will begin at 10 a.m. Greg will contact department heads for scheduling.

Public- A resident asked if Johnston Township is being investigated and the trustees answered, no.

They also asked where our squad is currently. The trustees do not know. It may be in Johnston right now.

Greg Leonhard made a motion, seconded by Jamin Banning, to adjourn the Special Meeting. The vote was unanimous. The time was 10:45 a.m.

Trustees

Fiscal Officer