

Kinsman Township Trumbull County Records of Proceedings

Regular Meeting Held on October 12, 2020 at 6:00 P.M.

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

Greg Leonhard made a motion, seconded by Linda Miller, to accept the reading of the minutes of the September 28, 2020, regular meeting, as corrected. The motion passed unanimously.

Correspondence: No correspondence

Rae Lynn Matson addressed the trustees regarding her proposal to plant two Norway Spruce and two Blue Spruce trees at two different township locations, the Lakelands and the Administration Building. Rae Lynn's hope is to earn her Girl Scout Troop Silver Award.

[RN2020-077] Fred Stahl made a motion, seconded by Linda Miller, to give permission to Rae Lynn Matson to plan two Norway Spruce trees and two Blue Spruce trees at both the Lakelands area of Kinsman Township, as well as at the Kinsman Administration Building for the purpose of earning her Girl Scout Troop Silver Award. The trustees thanked Rae Lynn for her thoughtful efforts in beautifying the township.

The vote was as follows:

Fred Stahl	Yes
Linda Miller	Yes
Greg Leonhard	Yes

Passed this 28th day of October, 2020.

Greg Leonhard made a motion, seconded by Linda Miller, to go into executive session to discuss Police personnel with Sergeant Shawn Rentz. The time was 6:09 p.m. The vote was unanimous.

Greg Leonhard made a motion, seconded by Fred Stahl, to return from executive session. The time was 6:17 p.m. During executive session, the trustees opened discussion regarding the promotion of Sergeant Shawn Rentz to Kinsman Police Chief. Both the trustees and Sergeant Rentz agreed to the promotion.

[RN2020-078] Greg Leonhard made a motion, seconded by Fred Stahl, to appoint Sergeant Shawn Rentz, a Kinsman full-time police officer, to the office of Kinsman Police Chief. Chief Rentz was then sworn in by the Fiscal Officer, Margaret Crupi.

The vote was as follows:

Greg Leonhard	Yes
Fred Stahl	Yes
Linda Miller	Yes

Passed this 12th day of October, 2020.

New appointed Chief Rentz addressed those present after being sworn in, and stated he looks forward to his continued service and duties as Chief of Kinsman Township.

Old Business:

1. Fred gathered prices for hands-free devices for township restrooms. Linda mentioned that CJ Pettit of Trumbull Industries is putting together a quote, as well. A professional will be hired to install the fixtures.
2. Linda told the trustees that she is getting estimates for cleaning duct work at the administration building, sanitizing the rugs, motion-detecting restroom lights, and sanitizing meeting room chairs. We will need the figures and decision by the end of December to utilize the Coronavirus Relief monies received. If we can contract for the above, we can spend the monies past the December deadline.
The trustees set a Work Session to discuss the relief fund spending for Sunday, October 25 at 2 p.m. Cory will try to make it there. Rosalie will attend for NESFACE since the township is eligible to help a local organization with the funds.
3. Greg said that he spoke with an ODNR representative who also manages for the Army Corps of Engineers regarding the old dump site on State Route 87. They are interested in meeting some time in November. Greg will try to have Aaron Meardith do an aerial view of the area with his drone. Greg has sent an email to Congressman Dave Joyce to see if there is any financial assistance for the project.

New Business:

1. Fred said that residents have reached out to him regarding having a Trunk or Treat at the old high school grounds on Halloween.
He also told those present that there is a newly-formed organization called the Kinsman Business Association whose purpose is to recruit new businesses into Kinsman.
There will be no Santa on the Square this year due to COVID 19. Instead smaller mailboxes will be set up throughout town, and a large one will be set up under the pavilion and used to collect all letters children have sent to Santa. Santa will come down Main Street on December 20, picking up the children's letters from the large mailbox at the pavilion. Gifts will then be distributed to Boyd's Home from the Angel Tree that will be set up at Good Intentions.
2. Greg told the trustees that after spending over \$300,000 on township roads recently, within one day Ward North Road was damaged by a farmer at the same spot the road was damaged after being repaired previously three years ago. The new damage will need to be repaired. After speaking with Trumbull County Engineer Randy Smith, he found that most farmers volunteer to repair damage they have done, or at least report their damage. A letter describing damage and repairs will be sent out to the farmer. Greg spoke with OTARMA and they haven't gotten back to him yet.
3. Greg told a resident that weight and speed limit studies have been requested by the township for Perkins Greenville Road. We are awaiting word from the Trumbull County Engineers.
4. Road- Tim told the trustees that several repairs have been made to the trucks. The 96 dump truck cylinder is leaking and repair is quoted at around \$3800.

Tim said that the hands-free faucet is unnecessary at the garage since the water quality is very bad and scaly, and will likely damage it. Lights in the Concession Building are automatic already.

Tim said that Ward Christy Road is in need of repair. Until repairs can happen, they will try to fix as much as they can by filling it in.

Both land bank homes in the township are in the process of either being torn down or refurbished.

5. Police- Shawn told the trustees that most of Trumbull County has gone with MARCS radios, except some smaller townships that were left out of the grant opportunity. Shawn said that it is dangerous when communications are not available, and we need to work towards getting onto the MARCS system. He told the trustees that Cory told him fire calls were not working due to the repeater in Greene having a problem.

[RN2020-079] Fred Stahl made a motion, seconded by Linda Miller, to allow the Kinsman Police Department to purchase four MARCS portable radios and accessories, including setup, for a total of \$11,402.51.

The vote was as follows:

Fred Stahl	Yes
Linda Miller	Yes
Greg Leonhard	Yes

Passed this 12th day of October, 2020.

Shawn told the trustees that the radios will be put to use as soon as we receive them. We will put them on the list to be in service immediately.

Shawn reported complaints of missing political signs on State Street. He asked that citizens be cognizant of what is happening in our community.

Shop with a Cop will be modified this year. Megan and Shawn will be coming up with a plan to hold the event safely for the 22 children attending.

On November 2 at Times Square Restaurant, the Tip a Cop event to benefit Shop with a Cop will be held. The police will be serving the community from 11 a.m. to 7 p.m. and their tips will go to the Shop with a Cop event.

6. Fire- Cory applied for the State Fire Marshal's MARCS radios grant, as they were shorted two MARCS radios from the last FEMA grant.
7. Mark told the trustees that he now has three options for reporting zoning activity to the Auditor's office. He can supply a form with parcel numbers and activity to submit once a year, submit a form once a month without a parcel number, or he can report activity the same way he has been reporting.
8. Public-nothing.

Melissa Rentz invited those present for cake and coffee in the next room after the meeting
in celebration of Chief Shawn Rentz' promotion.

Fred Stahl made a motion, seconded by Greg Leonhard, to adjourn the regular trustees meeting. The time was 6:45 p.m. The bills were paid.

Trustees

Fiscal Officer

Kinsman Township Trumbull County Records of Proceedings

Special Meeting Held on October 25, 2020 at 2:00 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.

Fred explained that Coronavirus Relief monies had been received by the township to be or has previously been expended strictly to help the township employees and residents stay safe during the Coronavirus pandemic.

The following are some ways that monies can be spent to help and improve health and safety:

- Carpet cleaning and sanitizing for all offices \$ 472
- MARCS Radios (2 additional portable and 2 mobile)\$15,500
- Fire Turnout Gear 13 sets to replace expiring \$36,971
- Hands-free restroom fixtures, toilets, sinks, soap dispensers, urinals Waiting for quote
- NESFACE- the township is eligible to help a local organization with needs due to COVID 19 Waiting for quote from NESFACE
- Sanitization foggers (3 of them for admin., police and fire to share, and NESFACE \$747 @ \$249 each not including chemicals sold separately
- Electronics to hold virtual meetings for those who cannot attend meetings due to COVID danger \$25,000 to \$35,000

After discussion with the Police Department, Fire Department, Road Department, and NESFACE Director Rosalie Mott, the trustees set the following:

Administration Building- Fred Stahl made a motion, seconded by Linda Miller, to hire Sarko's Carpet Cleaning to clean carpeting all offices at the Kinsman Administration Building for the quoted cost of \$472.00.

The vote was as follows:

Fred Stahl	Yes
Linda Miller	Yes
Greg Leonhard	Yes

Passed this 25th day of October, 2020.

Fire- After discussion with Cory regarding 13 sets of turnout gear expiring November 2021, the trustees made the following resolution:

[RN2020-080] Greg Leonhard made a motion, seconded by Fred Stahl, to split the cost of 13 sets of new turnout to replace the sets expiring in November, 2021, for a total of \$16,500 with \$16,500 to be paid for the sets out of the Fire Fund. The new sets can be used immediately if the current sets are compromised due to exposure to the virus.

The vote was as follows:

Greg Leonhard	Yes
Fred Stahl	Yes
Linda Miller	Yes

Passed this 25th day of October, 2020.

Police- After discussion with Police Chief Shawn Rentz, the trustees made the following resolution:

[RN2020-081] Fred Stahl made a motion, seconded by Linda Miller, to permit the Police Department to purchase two portable MARCS Radio system units and two MARCS mobile radio system units, including installation with \$15,500 of relief funds. The MARCS radios will maintain the safety of police staff during the virus pandemic and ensure continual communication.

The vote was as follows:

Fred Stahl	Yes
Linda Miller	Yes
Greg Leonhard	Yes

Passed this 25th day of October, 2020.

Linda will get quotes for furnace cleaning including filters replaced, and a quote on chemicals for the foggers.

Shawn will speak with Kim Garrett regarding her husband possibly setting up a virtual meeting configuration for all township meetings. He will get a quote from her.

Bob Nemeth received a quote from Trumbull Industries for hands-free toilets, sinks, urinals, soap dispensers, and hands-free dryers.

[RN2020-082] Greg Leonhard made a motion, seconded by Linda Miller, to proceed with purchase of the following restroom fixtures from Trumbull Industries:

7 toilets @ \$362.37 ea. for a total of \$2536.59
1 urinal at \$417.42
5 hands-free fixtures for sinks at \$283.31 each for a total of \$1416.55
6 hands-free soap dispensers at \$137.33 for a total of \$823.98
GRAND TOTAL: \$5194.54

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 25th day of October, 2020.

[RN2020-083] Fred Stahl made a motion, seconded by Linda Miller, to purchase a case of 6 gallons of hand sanitizer for a total cost of \$90.

The vote was as follows:

Fred Stahl	Yes
Linda Miller	Yes
Greg Leonhard	Yes

Passed this 25th day of October, 2020.

The trustees will look into purchasing a case of sanitizing wipes.

The trustees asked NESFACE Director Rosalie Mott for costs so far due to COVID 19, and projected cleaning costs. Rosalie said that so far \$452 has been spent on cleaning and sanitizing the building. She suggested that an additional \$1,000 would cover future costs to clean and sanitize. Rosalie will present the trustees with a cleaning contract, as well as projected food costs to NESFACE due to the COVID 19 pandemic.

Road- Tim informed the trustees that he spoke with Frank Martuccio regarding the recent road project. Martuccio had misquoted the cost of the tar, and he had an additional \$8900 cost. The trustees will address the additional cost at tomorrow night's regular meeting.

The trustees asked that Tim put together an invoice to be sent to the farmer who damaged the recently repaired Ward North road at the corner of Ward Christy.

Tim told the trustees that he was quoted \$200 for undercoating for the new Ford Dump Truck. He will get an additional quote from Kinsman Auto Repair.

Tim said that Ward Christy Road is very badly damaged and needs repair as it is heaved up in the middle and vehicles scrape the bottom when they drive on it by the farm. Linda suggested that Tim call the county engineers to get an idea of how to fix the damage. It is unlikely to get Issue II funding due to the small road population.

[RN2020-084] Linda Miller made a motion, seconded by Greg Leonhard, to permit the Friends of Kinsman to hold the pickup of their fundraiser pies at the Kinsman Administration Building from 3 p.m. to 5 p.m. on Wednesday, November 25.

Greg asked Marge to put the Kinsman Trick or Treat night information on the community sign.

Public- Nothing.

Greg Leonhard made a motion, seconded by Fred Stahl, to adjourn the meeting. The time was 3:45 p.m. The vote was unanimous.

