

Kinsman Township Trumbull County

Records of Proceedings

Regular Meeting Held on August 9, 2021 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 Linda Miller, to accept the reading of the minutes of the July 26th regular trustees meeting, as corrected.

Correspondence:

The Youngstown Warren Regional Chamber of Commerce will be hosting an ARP Planning Session at the Grand Pavilion 9519 East Market Street in Howland on Wednesday, August 25 from 12 p.m. to 3 p.m.

Old Business:

1. The trustees are going to review multiple examples of township property usage agreements and come to an agreement for Kinsman Township policies after reviewing these.
2. Regarding the Kinsman Pymatuning Road weight limit signs, they are set up to be seen in both directions on the road. Speed limit study is being looked at.
3. Linda attended an ARP webinar and has printed out notes. There will be an information meeting to be held at Ciminero's on Thursday from 5 p.m. to 7 p.m. hosted by Randy Smith regarding ARP questions.

Linda said that there is a stimulus package coming through that will help with the next phase of the Kinsman Sidewalk Project and is meant for infrastructure. The county is to receive \$19 million in 2021 and \$19 million in 2022.

Linda had concerns regarding the sale of slabs retrieved from the sidewalk project, and she typed up a list of concerns that she discussed with the Trumbull County Prosecutor. Some of her concerns were that she felt there is no paper trail regarding quotes to sell the stones, there were not enough quotes presented, as a four-member board we should have been more careful in upholding the ORC codes, and she feels the stones would be better served at the Greenspace project to offset the future cost of concrete rather than sold, and proceeds contributed to the General Fund. A copy of Linda's list, as well as a Sidewalk Chronology of the events of the slabs can be obtained by contacting the Fiscal Officer.

Greg contacted the County Auditor's office to discuss the situation and sale of the slabs.

Greg approached two other businesses for quotes and they declined. He also tried to reach out to Adrian Biviano's office. Since Gilmore's made a legal purchase of the stone he feels that this may open us up to legal action if we tried to retrieve the slabs, which may cost \$1,000. Linda feels as a board we should share in that cost. Greg said it is a learning experience and will pay the fine, if necessary. He said that as a board we did not err intentionally and agrees that we did the transaction incorrectly and agrees with and respects Linda's opinion of the transaction.

***Please let the minutes reflect that given the opportunity to have the sidewalk slabs returned at a cost of \$1,000 as quoted by Gilmore Design (which trustee Miller volunteered to pay to rectify the violation of the bidding process) Trustees Leonhard and Stahl voice objection to changing their vote and openly chose to violate ORC 505.10 an oath we all took to uphold when elected.**

***Fred voted as he did because he did not want to open the township to a lawsuit.**

New Business:

1. Linda will meet with Anthony DeFelice of the Army Corps of Engineers on August 30, 2021, at 10 a.m. for the annual meeting at the Kinsman Park property.
2. Greg said that the Police golf cart is not running. Birrell's has agreed to transport it if they cannot repair it.
3. Fred called ODOT about paved-over drain at the Square. He said that ODOT usually puts a cover over the drain, paves over them, and then digs up the covers afterward and this is common practice. Fred will ask ODOT about raising the grade on Kinsman Nickerson, as well as finding out when the angled parking will be done near the Square, as well. There are a few sidewalks on side streets that were put in by residents and have been dug up by tree roots. The township is not liable for slip and fall on sidewalks in Ohio.
4. Fred will meet with the representative of Trumbull County Tourism to discuss thoughts regarding townships on Thursday, at 11 a.m.

Linda asked the trustees about charging for spaces at the Greenspace at State Route 7 for \$10 each for those who live close to State Route 7 and would like to set up their sale there. People could reserve a space, first come/first serve for one day on Saturday during the Labor Day weekend. Proceeds can go to the Greenspace project. Greg said we can test it out to see if it works. Linda is willing to mark out the spaces and see the response. She has created a form to be filled out by the renter.

[RN2021- 080] Linda Miller made a motion, seconded by Greg Leonhard, to allow Linda to take reservations and have a form completed for those wishing to sell items at the Greenspace property located at the Old High School grounds on the Saturday of Labor Day weekend for \$10 per space.

The vote was as follows:

Linda Miller	Yes
Greg Leonhard	Yes
Fred Stahl	Abstained as he needed time to think about it.

Passed this 9th day of August, 2021.

5. Cory contacted the Fire Marshal to ask about number limits for those who attend events at the township square. He said there is no limit as long as a fire truck or EMS can reach people safely. Cory also submitted a quote for additional MARCS radio equipment that would complete his department for possible use of the ARP funds.

The trustees discussed work that needs to be done at the township parks, and that the ARP monies are safely utilized for outside activities.

Fred and Linda said we need to check into revenue losses that occurred as a result of the pandemic since we were unable to rent out park pavilions during that time, **as well as utility costs that were not defrayed by park pavilion revenue.**

- 6. Fire- The quotes that were mentioned above.
- 7. Police- Nothing.
- 8. Zoning Inspector- Mark gave the trustees his monthly report for July. A discussion ensued regarding Zoning issues, letters and citations. Linda said she would like documentation regarding Mark’s contact with those who have violations. Mark said he does keep documentation and makes contact by phone, visiting the address, or by letters. Linda is concerned about enforcing violations and Mark said he does follow up with a series of letters. The discussion continued and Greg said that Kinsman seems to be doing a lot better than most communities he drives through and the discussion can be continued in an executive session. Mark told the trustees that he has been working on a question about rear housing that is not addressed in the resolution. The property is landlocked and at this time he cannot allow it.
- 9. Zoning Board- Nothing.
- 10. Bill Miller asked the trustees’ permission to start work on repairing a gravestone at the old cemetery that are broken in multiple pieces. He said it will not cost the township anything. Greg said that we can have Bill sign a Blanket Hold Harmless agreement since he provides assistance to the township not only for the cemetery.

[RN2021-081] Greg Leonhard made a motion, seconded by Fred Stahl, to give permission to Bill Miller to repair a broken gravestone at the old cemetery.

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

Abstain

Passed this 9th day of August, 2021.

11. The Zoning discussion continued with suggestions for documentation and follow up. Greg said that Mark does a good overall job.

12. Public- A visitor objected to having to sign forms for use of the township property when hosting an event on the square. Linda said that she consulted OTARMA regarding liability risks and this was suggested procedure. The discussion continued and ended with the suggestion the trustees be contacted when an event is planned.

Greg Leonhard made a motion to adjourn, seconded by Fred Stahl. The time was 7:29 p.m. The bills were paid.

Trustees

Fiscal Officer

Kinsman Township Trumbull County Records of Proceedings

Regular Meeting Held on August 23, 2021 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 Linda Miller, to waive the reading of the minutes of the August 9th regular trustees meeting until the September 13th regular trustees meeting.

Correspondence:

1. The township received an email that our request for ARP funding has been approved. The first tranche amount of \$92,180.93 will be received within 15 days or sooner.
2. The trustees reviewed the Rates and Amounts Resolution provided by the Trumbull County Auditor for 2022.

[RN2021-082] Greg Leonhard made a motion, seconded by Fred Stahl, to accept the rates and resolution amounts as presented by the Trumbull County Auditor's office for 2022.

The vote was as follows:

Greg Leonhard	Yes
Fred Stahl	Yes
Linda Miller	Yes

Passed this 23rd day of August, 2021.

Old Business:

1. Greg asked Tim about the ditch behind Phil Panak's house. He reached out but has not heard back yet.
2. Fred- the drain is now opened and raised at the Square.
Fred and Greg met with Karen Conklin of Trumbull County Tourism regarding a survey. Fred has not heard back yet regarding angled parking lines on Kinsman Nickerson near the Square. He has a call in to a salesman regarding the police garage and has not heard back yet regarding a wood frame garage with a metal roof. This will need to go out to bid.

New Business:

1. Fred has been working on the sound for the Zoom meetings. He did create a page on YouTube for the purpose of seeing and hearing the Zoom meetings, but the sound is not

good. He is working on it. The page is Kinsman Township Zoom is the page name. Greg also has a call in to Kim Garrett to ask for her help.

2. Linda told the trustees that Dr. LaPolla reached out about retaining a legal firm through the Council of Government for advisement on spending the ARP funds. They do not know the cost as of yet. Linda and Marge attended a Zoom meeting regarding ARP questions, and the trustees attended the County Engineer's meeting, as well. She did learn that a lot of the monies can go toward outdoor activities, sewer and water improvement, and quality of life improvement. We can definitely use some ARP funds for work on park pavilions. Linda talked with Gary Shaffer regarding some county stimulus money that will help us with the township's share of the next phase of sidewalk project.

3. Police- Shawn gave the trustees his statistics for last month and the second quarter. He told the trustees that Megan updated their Ride-Along form. It will be read and acted on the next meeting. Shawn asked the trustees for a resolution to get rid of old radios that are no longer of use. He will contact Cross Radio or Northeast to ask if they are interested. He told the trustees that people are looking for handhelds.

[RN2021-083] Linda Miller made a motion, seconded by Greg Leonhard, to sell the old police radios, as they are inventoried items.

The vote was as follows:

Linda Miller	Yes
Greg Leonhard	Yes
Fred Stahl	Yes

Passed this 23rd day of August, 2021.

Shawn told the trustees that it was brought to his attention that a 2013 Massachusetts State Highway Patrol vehicle is available for purchase for around \$9800. It does have 115,000 miles on it. He may sell the K9 car to fray the cost. Shawn feels the vehicle can last around 5 years. Greg asked if Birrell's can look at it before the township purchases it, and the trustees can give permission to purchase after it is inspected. He will wait until the first regular trustees meeting in September.

Shawn told the trustees that the OTARMA grant \$1,000 for signing up with Lexipol came through. He has completed in excess of 75 policy updates so far through Lexipol. Regarding the Delin Thomas Road complaint about vision obstruction by hay bales around the curve, Shawn said that the bales are on private property and not in the road space.

Shawn told the trustees that today is Josh's first day at the Academy. Everyone clapped for Josh.

4. Road- Tim told the trustees that 4.21 miles of tar and chip has been completed. He and Vince will scratch and fill ruts then tar and chip on Ward North in a week or two.

Tim thinks this may be Jim Grove's last year at the park. It will be tough to fill his shoes. Jim will be willing to help with ditching when needed. Tim thanked the trustees for allowing him to purchase the side mower. The boom mower has been rewelded and rebuilt by Vince **multiple times**.

Tim told the trustees that Ward Christy can use one or two more coats of tar and chip and then is good.

Tim is still hoping to get onto a 5-year rotation and need to keep roads in good condition. The trustees thanked Tim and Vince for keeping the roads in good condition.

Tim was asked if he could replace a rusted No Parking sign. Linda will call ODOT to see if signs could be replaced. Linda said she will look into a grant to replace Stop signs in the township.

Greg asked Tim about a hole at the corner of State Route 87 and State Street. Is that the state or county that needs to fix that, or are we able to fill it?

5. Mark will have his full Zoning Inspector report at the next meeting.
6. Zoning Board- Nothing.
7. Linda gave the board a Township Use form for review so that we can formulate township policies.
8. Bill Miller gave the board a copy of ORCs regarding acceptance and disposal of township properties.

Greg Leonhard made a motion to adjourn, seconded by Fred Stahl. The time was 6:31 p.m. The bills were paid.

Trustees

Fiscal Officer