

Kinsman Township Trumbull County

Records of Proceedings

Regular Meeting Held on June 11, 2018 at 6:00 P.M.

Chairman Linda Miller called the meeting to order. All elected officials were present. There were ten others present: Leroy Long, Kathy Sielschott, Susan Slater, Tim Tricker, Mark Posey, Tonya O'Brien, Bonnie Mathews, Steve Papalas, Cory VanKanegan, and Jason Metz.

Linda Miller 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 May 29, 2018, regular meeting, as corrected. The motion passed unanimously.

Correspondence:

We received a copy of ODOT's response to Dave Spay's question regarding the runoff problem affecting the garage at Autumn Lily's Gift Shop. Robert Rosen, Project Manager of District 4, said that it appears to be a preexisting condition. He stated that the runoff that is causing the issue flows along the area of the non-performed sidewalk and then down DR3 driveway. The District recommended placing a CB 2-2B basin with a bicycle safety grate as shown in an attachment provided. A 12" Type C conduit would be used for the outfall of the proposed basin and connect into the existing basin as per the attached drawing provided. The depth of the 12" conduit can be placed at 2.5' with a 1% slope on the pipe. Greg said that he would call ODOT to discuss their decision further.

Old Business:

1. Linda submitted the report to the Army Corps of Engineers regarding work we would like to do at the park. She contacted Daniel Pinkerton. She was told she would have to have a detailed drawing and measurements regarding the trees that we would like to remove. We will need to do it soon to get this done by October.
2. Linda called Shawn Carvin, Trumbull County Land Bank Director regarding an abandoned property in Kinsman on Main Street that has long grass. He said they cannot do anything unless it is owned by the land bank. Since it has taxes due on it, we can inquire to the Land Bank to see if they can take over the property and maybe demolish it. She is in the process on working on that.
3. Two sports leagues representatives were present. The grill at the old concession building at the park belongs to Football. They will remove it. The refrigerator most likely belongs to Soccer. The Road Department would like these removed to store the township's mowers and equipment in at the park. The leagues also said that the \$75 annual fee for use of the concession building is amenable to them. Marge did not have the correct soccer contact information, but Tonya O'Brien sent her the corrected information.

Jason Metz of Football thanked the trustees for allowing their league to utilize a park pavilion for sign-ups.

4. Friday Greg spoke to Renee Williams of the Consumer Affairs office of the United States Postal Service. She was cooperative and did not know we had sent pictures, and she didn't know why the mailboxes were moved. She seemed very helpful, and will get back to Greg regarding the situation.
5. The lights on the unmarked police car have been installed, and the car is now in operation.
6. Fred received the Ohio Edison street lights account information from Marge, so he can now call to get information regarding additional street lighting.
7. Linda said the garbage truck has again been speeding on her street. Greg will call once again to report this to the company.

New Business:

1. Bonnie Mathews of the Park Committee told the trustees that she has the Mission Statement and Purposes to present to the trustees for the park at the old school location. She read the following Mission Statement: Working together as a community to develop, operate, and maintain a park system that will benefit all of the citizens of our community. The list of things to be done include a large event area, farmer's market, illuminated footpath, exercise stations, amphitheater, children's play area, pickle ball, volleyball and basketball court. They will maintain the library hill for sledding, and would like to continue to work together with the library. The next Park Committee meeting will be held at the Kinsman Administration Building on June 20.

[RN2018-062] Greg Leonhard made a motion, seconded by Fred Stahl, to endorse the Mission Statement of the Kinsman Park Committee.

The vote was as follows:

Greg Leonhard	Yes
Fred Stahl	Yes
Linda Miller	Yes

Passed this 11th day of June, 2018.

2. Greg said there was another issue with the tornado siren. He spoke to Ron Mahan, who maintains it. According to the 911 center they did not get a signal. Several townships in the county are not sending signals.
3. Greg received a complaint that there was no posting regarding mosquito spraying. He suggested we submit all spraying dates to the Boy Scouts.
4. Greg asked if there was word on the Kinsman Pymatuning road closure. Steve Papalas of the Trumbull County Engineer's office said it may be four to six months before it is reopened.
5. Greg said there are two dips on State Street between Webb West and Webber Cole Road that need to be smoothed out. Steve would ask about this at the engineer's office.
6. Fred asked if there are different areas in town that may have drainage problems. The trustees stated that there has been much more rain than there has been in a very long time with much flooding, such as at the Fire Department and several rivers of water running across yards and roads during heavy rains.
7. Fred asked the trustees' permission to use the Administration Building for a Friends of Kinsman nonprofit organization that he would like to form with the purpose of township projects, such as a garage for the Police, along with other projects. He will try to get as

many people to attend to explain his plan and appoint a Board of Directors. It will be a separate organization from the township. The trustees do not have a problem with them meeting at the Administration Building on June 21.

8. Road- Tim Tricker ordered three port-a-johns for the weekend of July 21 Kinsman For Sale Day. He also contacted Rolling Ridge Metal to get an estimate for a metal roof at storage building at the park at the old high school grounds. Some siding needs to be repaired, as well. It may or may not be done before the car show.
9. The Road Department borrowed Vernon's side mount brush hog. Kinsman's boom mower is about 20 years old and they have replaced several knuckles and have kept it going. They will help Vernon with using our tar buggy and there will be a total of 12 hours of traded labor. We used their mower 7 hours on Thursday and 5 hours on Friday. Steve Papalas said that they sometimes have equipment for sale. Tim found a brush hog mower at Bortnick's with 1100 hours on it and they quoted about \$27,000. Linda asked Tim for an MSDS spray sheet to provide to the Army Corps of Engineers. Tim said he will be doing cold patch, and tar and chip for now on township roads. They will be sealing the downtown roads in July. There will be a lot of dust at that time.
10. Police- Fred asked if we heard anything about the police contract. Marge heard back from Mark Finamore who told her he is working on reviewing it.
11. Linda asked Cory if he has been able to get any news on the sale of the fire truck. Cory has put it on the website for sale. He asked about the revised injury report. Marge will send the new one to him.
Cory said he will use the 2015 FEMA grant to purchase nozzles, hoses, and other equipment.
12. Greg said that Police Chief Leroy Long would like the trustees to act on Officer Brian Parks' letter of resignation that read: Chief, this will serve as my letter of resignation. It has been a pleasure to serve with the Kinsman Police Department. Sincerely, Brian Parks

[RN2018-063] Greg Leonhard made a motion, seconded by Linda Miller, to accept Officer Brian Parks' letter of resignation from the Kinsman Police Department.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 11th day of June, 2018.

13. Zoning- Mr. Slater invited Kathy to look over the property, and there are no current zoning violations. There is one old car and he told Kathy that his son is coming to pick it up.
Kathy said that park benches at Gustavus were provided by selling engraved plates to be installed on the bench with patron's names on them. They are very nice and this can be done in Kinsman.
Kathy said that she called the Sheriff's Department and spoke with Officer Wicks regarding the junk yard on Burnett East Road. He suggested that she invite the owner to a trustee's meeting to discuss the junk yard, and that they would give him 25% to expand. Greg would like a recommendation from the Kinsman Zoning Board regarding this. Kathy will ask the board when they meet on Monday, and will send the owner an invitation to come to the meeting. This junk yard was put in around the 1960's, and

zoning regulations did not exist to stop it then. Mark Finamore said that junk yards cannot be prohibited.

14. Public- Nothing.

Greg Leonhard made a motion, seconded by Fred Stahl, to adjourn. The time was 6:51 p.m.

The bills were paid.

_____ Trustees

_____ Fiscal Officer

Kinsman Township Trumbull County Records of Proceedings

Regular Meeting Held on June 25, 2018 at 6:00 P.M.

Chairman Linda Miller called the meeting to order. All elected officials were present. There were ten others present: Leroy Long, Kathy Sielschott, Susan Slater, Kevin Slater, Tim Tricker, Tom Brainard, Susan Kidd, Gary Kidd, Dale Fenn, and Mateo Fenn.

Linda Miller 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 June 11, 2018, regular meeting, as corrected. The motion passed unanimously.

Correspondence:

The township received a \$100 check from Badger Youth Football for use of the concession building for the 2018 season. Jason Metz realized the amount was to be \$75, but the football league decided to make it an even \$100. The trustees thanked Badger Youth Football for their contribution.

Old Business:

1. Regarding the mailboxes on Main Street, Greg called Renee Williams of the United States Postal Service on Friday, and she did not have an answer for him. She suggested Greg speak to her supervisor. Neither Renee nor her supervisor offered help, and told Greg that the mailbox placement should have been provided for when the sidewalk was planned originally. Greg explained that the plans had to meet ODOT specifications and there were restrictions. He told Renee that it seems it is against Post Office regulations for the post office to have placed the mailboxes on private property. He asked if they can be moved back to the east side of the street. Greg is waiting for a call back from them with a resolution. He is going to re-contact Congressman Dave Joyce's office for help with this matter, concerned that this is now a safety issue.
2. The owner of Autumn Lily's gift shop has concerns that striping has been done after the sidewalk project has been completed, and that the problem with water in her garage has not

yet been resolved. Greg had Gary Shaffer read the letter from ODOT stating that the water issue was not a result of the sidewalk project, and their opinion as to how to resolve it. Gary will come to Kinsman to look at the garage, and then will communicate with ODOT to discuss the issue further.

3. The next Park Committee meeting will be held at the Administration Building on July 19 at 7 p.m. At the last meeting, Kim Garrett of the Kinsman Public Library joined the committee as representative.
4. The garbage truck that was previously speeding and stopped was speeding again on Monday morning past Greg's house. Kinsman Police watched him in the Lakelands today, but he was not speeding. Greg will call the company again to let them know the situation. There was one week that the driver did not speed.
5. The Police Contract needs to be reviewed very soon. Marge will continue to contact Attorney Mark Finamore to get the contract draft for review.
6. Tim Tricker has found a used side mower at Bortnick's Tractor of Cortland for \$29,500 which includes a flail mower. They gave him a reduced final quote of \$27,000 without the flail mower. It is a John Deere and has 1292 hours on it. Tim would rather not have the flail mower. Marge will contact them to discuss financing options.

[RN2018-064] Greg Leonhard made a motion, seconded by Linda Miller, to look into the purchase and financing of the used John Deere 5520 Tractor-2002 Model Year with Alamo TS74R Side Mower, without the flail mower, from Bortnick Tractor of Cortland, for a price of \$27,000, with possible payments of 50% down and the final payment in 2019, with no penalty for early payment.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 25th day of June, 2018.

7. The old, unmarked police vehicle is still at Birrell's and is up for sale. Leroy is wondering if he can move it to State Route 7 and 87 for better visibility. Susan Kidd offered her property there for Leroy to do that. The trustees thanked her.
8. Fred thanked the trustees for allowing him to hold the first Friends of Kinsman meeting in the administration building, a proposed nonprofit organization that would benefit the Kinsman community. There was much discussion about possible projects and direction.

New Business:

1. Because of so much rain, there has been flooding on Yoder and many yards have become flooded in town. Greg called the Army Corps of Engineers, since they are in charge of waterways in town, to see if they had any suggestions on preventing this. At lunchtime, a representative called Greg back, then came to Kinsman and met with Shirley Miller. He will get back to Greg with suggestions. The natural waterways were diverted when culverts were put in years ago. The Army Corps of Engineers has jurisdiction and the representative will find out if they had anything to do with placement of the original culverts. Greg sent pictures of the flooded areas from Saturday to them to review.

2. Greg told the trustees that Kinsman's ambulance is in the shop for fuel pump repair. Per our ambulance contract, Johnston is responsible to take care of the repair bill.
3. The Boy Scouts will be having a fundraiser spaghetti dinner at the American Legion tomorrow night from 4 to 7 p.m. for \$8. The scouts will be serving the dinner.
4. Fire- No representation.
5. Police- Leroy turned in the May 2018 Police Department report. In May there were 0 Prisoner Transports, 1 Traffic Citation, 9 Traffic Warnings, 29 Escorts, 22 Senior Welfare Checks, 1 Residential Property Check, 92 Business Security Checks, 0 Auxiliary Hours Donated, and 1,997 Departmental Miles Driven.
6. Tim Tricker will meet with Linda at the park and they will take measurements and do a sketch to turn in to the Army Corps of Engineers for their approval of our proposed improvements to the gravel road on the west side of the park that the township would like to put in. Tim said he has made arrangements for Linda to receive an MSDS form to turn in to the Army Corps of Engineers.
Tim told the trustees that the new striping on Church Street will be covered up when sealing of the road is done soon.
7. Zoning- Kathy told the trustees that a new house is to be built on State Street. The owner dropped off the plans today. Also, a resident is building a deck.
Kathy Sielschott turned in her resignation as zoning inspector. She may be able to coach a replacement if it is possible.
She also told the trustees that zoning board member, Mark Posey, is interested in filling in as zoning inspector.

[RN2018-065] Linda Miller made a motion, seconded by Greg Leonhard, to regretfully accept the resignation of Kathy Sielschott as Kinsman Zoning Inspector, with much gratitude and respect for her service to the community.

The vote was as follows:

Linda Miller	Yes
Greg Leonhard	Yes
Fred Stahl	Yes

Passed this 25th day of June, 2018.

8. Greg told the trustees that an extension to the police contract approval is necessary, since we have not received the attorney's draft and per the verbal agreement, Shawn Rentz is to be hired as full-time officer as of July 1.

[RN2018-066] Greg Leonhard made a motion, seconded by Linda Miller, to add a 30-day extension to the police contract approval, and to hire Shawn Rentz to begin his full-time employment as police officer, per our verbal agreement with him, with the Kinsman Police Department as of July 1, 2018.

The vote was as follows:

Greg Leonhard	Yes
Linda Miller	Yes
Fred Stahl	Yes

Passed this 25th day of June, 2018.

9. Public- A resident called the police regarding teenagers doing circles with their vehicles in the township parking lot at the old high school location during rain. They also do this

when it snows. She will try to get a license plate the next time this happens, and the police will be contacted again.

A resident said that the new sidewalks look very nice. He also asked if it is possible to change parking near the old pizza shop to parallel parking, since he feels the current parking is a safety hazard. The trustees will check with the county engineer's office to see if this is a township jurisdiction, since county jurisdiction runs from the Square to Garden Street, and then the township jurisdiction goes from Garden Street on up Kinsman Nickerson.

Gary Kidd attended the Friends of Kinsman meeting. He supports building the police garage behind the administration building and suggested that it not be done in stages, but that a bond could be issued to build it all at once and to pay for it over time. The proposed garage would be 40'x60', and a quote is needed. He added that we have a wonderful police force. Linda told him that we would be getting the police into the administration building first, then the next stage would be to build the garage, and that the garage would be built all at one time. Greg said that demolition would have to be done of the old building, and Linda said the Land Bank is trying to get money for commercial properties so that they can possibly do the demolition of it. Linda also suggested that we need to get repair information and amounts for the current building out to the public. Previous quotes were \$60,000 to repair one corner of it. If the police can get into the administration building, money can be saved on utility bills every month. Fred added that it is a necessity to address moving the police into the administration building because of the condition of their current building. FEMA grants can be obtained, but are mostly awarded to townships due to joint district service. When grants are awarded, prevailing wage must be paid, raising the cost of the project.

10. Greg told the public that a walk-through with Delin Thomas Road residents will occur before the Issue II project begins.

Greg Leonhard made a motion, seconded by Fred Stahl, to adjourn. The time was 7:05 p.m.

The bills were paid.

Trustees

Fiscal Officer

