

**BRUNSWICK HILLS TOWNSHIP TRUSTEES  
REGULAR MEETING  
April 10, 2018**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, April 10, 2018 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Michael Esber, Vice-Chair John Witthuhn, Trustee Christina Kusnerak, Fiscal Officer Katherine Esber, Zoning Inspector Evelyn Czyz, Foreman Paul Magovac, Chief Anthony Strazzo and Police Chief Tim Sopkovich.

Esber called the meeting to order at 7:00 PM and noted the meeting was properly advertised.

**PRESENTATION:**

Justin, a.k.a. Snake told his story of sexual abuse, the emotions he had to face and the chain of events he and Mother went through to get the help he needed. Justin spoke of his new support system which is B.A.C.A. (Bikers Against Child Abuse). Justin also told the Board about Senate Bill #20 a.k.a. Destany's Law passing the senate that very day.

Justin handed out flyers with information about the Erie Shores Ohio Chapter – B.A.C.A., P.O. Box 92, Mentor Ohio 44061. [PublicRelations@es-oh.bacaworld.org](mailto:PublicRelations@es-oh.bacaworld.org)

**MINUTES:**

Witthuhn moved to approve the March 27, 2018 regular meeting minutes as amended. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn reported that the off camera executive session and action by the board on March 27<sup>th</sup>, 2018 was an offer of employment to Nicholas A. Mehalic, Corey Hayden and David Haffner as members of the fire department and to authorize Chief Strazzo to investigate a conduct issue.

**DEPARTMENT REPORTS:**

**Zoning Department:**

Evelyn Czyz reported on the activities of the zoning office and advised that monies collected for items/permits issued was \$1,073.90.

Evelyn advised the board that she will be attending training on April 17, 2018 (pipe lines), informing the board that the class was after hours and April 20, 2018 (OTA zoning workshop) at accost of \$30.00 in Blacklick. The office will be closed.

**Police Department:**

Chief Sopkovich read the departmental activity report advising that the calls are up by 800 from last year. Witthuhn asked for a copy of the report in the future, Sopkovich promptly gave it to him.

Sopkovich advised the board that the dispatch invoice will show an increase of \$741.00 for the department TAC reporting program to connect to the mandatory connection to

the M2trix system. Medina County Prosecutor Forrest Thomson wants all departments compliant by months end. There was additional discussion of the benefits to having the systems connected.

- Request to send Ptl. Wayne Fisher to Counter Ambush Tactics for Law Enforcement in Amherst, Ohio from July 10-12, 2018. Purchase order request to OPOTA in the amount of \$340.00 from 2191-210-318- 0000, Training. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.
- Request to send Ptl. Zachary Getto to Critical Survival Skills for Patrol Officers at Summit County Sheriff's Office from July 24-26, 2018. Purchase order request to OPOTA in the amount of \$340.00 from 2191-210-318-0000, Training. Kusnerak moved to approve. Witthuhn seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Request to purchase emergency equipment to include installation for BHPD Unit 1. Purchase order to North Coast Two-Way Radio in the amount of \$3647.80 from 2191-760-750-0000, Motor Vehicle. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Request a purchase order to P. B. Custom Homes in the amount of \$2600.00 from 2191-210-323-1323, Repairs Maintenance Facility. To replace the front lobby door. Witthuhn asked why there was no other estimate/quote as this has been required with other items. Esber stated that when replacing the town hall door, no other company we called showed up to give an estimate. Kusnerak explained that P.B. Custom Homes has completed repairs for the township for years and had no problem with this request. Kusnerak moved to approve. Esber seconded. Witthuhn – no. Kusnerak – yes. Esber – yes. Motion carried.

### **Fire Department:**

Chief Strazzo wanted to recognize "Snake" for coming in tonight and reminded the board that he was here a couple of years ago with several members of B.A.C.A. in attendance, Strazzo remembered how shy and withdrawn Snake was then and saw the progress he has made. Anything we can do to help and/or lessen the hurt of children must be done.

Chief Strazzo read the March 2018 departmental report. EMS funds collected in March \$18,421.14 bringing the year to date total to \$43,191.98.

Strazzo provided the board with a resolution to donate a fourteen foot Jon boat to the Medina County All Hazards Team.

Esber read the following:

The Board of Trustees of Brunswick Hills Township, Medina County, Ohio, met in regular session on this 10<sup>th</sup> day of April, 2018 with the following members present:

Trustee Christina Kusnerak, Vice-Chair John Witthuhn, Chair Michael Esber,

Michael Esber offered the following resolution and moved the adoption of same which was duly seconded by John Witthuhn.

### **RESOLUTION NO. 14-2018**

WHEREAS, the Brunswick Hills Township Board of Trustees being responsible for the purchase, maintenance and housing of all equipment purchased for use by the departments under their authority expressing its intent to make a donation unneeded, obsolete, or unfit-for-use township property available under O.R.C 505.10 (c)(3) to Medina County All Hazards Team.

WHEREAS, the Brunswick Hills Board of Trustees acknowledges that the Brunswick Hills Township Fire Department has and no longer has a purpose for a fourteen foot (14') Jon boat.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Brunswick Hills Township, Medina County, Ohio, that the township is in possession of a fourteen foot (14') Jon boat, that it deems to be excess, unusable equipment and the value is significantly less than twenty-five hundred dollars be donated to Medina County All Hazards Team for their use in water rescue.

ADOPTED THIS TENTH DAY of APRIL, 2018

Voting:

Christina Kusnerak     YES

John Witthuhn        YES

Michael Esber         YES

Certified by: Katherine Esber  
Katherine Esber, Fiscal Officer

Tornado sirens batteries have been replaced and sirens are ready for the upcoming weather season.

The fire academy is moving along and the cadets are in the fun part of trying on gear, using the equipment which includes the Jaws of Life.

Strazzo asked for an executive session for employee discipline.

#### **Service Department:**

Paul Magovac read the departmental monthly report and presented the following request.

- Received phone approve for repairs to the 1997 International in the amount of \$876.75 from ESS to be paid from BC #23. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Magovac explained that Mr. John Szanty of Appalachian Field Services, representing FirstEnergy came in to advise property owners within the township that Ohio Edison will be starting a high transfer pole replacement project in July and should be completed by the end of the year. The route in which the project will take place through property both private and public owned will begin by crossing Marks Road between Creekside and Millcreek, traveling through Autumnwood subdivision (Treeline Drive) exiting at Substation Road, traveling Substation to the township line.

## **TRUSTEES' REPORT:**

**Mike Esber:**

**John Witthuhn:**

Witthuhn explained that during the replacement of the township main server Email communication was interrupted and some items may not have been delivered. Please re-email or call if you have contacted anyone by email and have not received a response.

**Chris Kusnerak:**

## **FISCAL OFFICER'S REPORT:**

Katherine Esber reported that pay roll, warrants, March bank reconciliation and purchase orders are ready for signatures.

Then and Now purchase order for Physio Control in the amount of \$598.80 for the amount that exceeded the invoice. OTARMA invoice; fire had a purchase order in place, service is \$7,473.30, police is \$8,600.00 and the township is \$7,209.70.

There is one reallocation of appropriations for the police department. This is necessary to comply with the uniform allowance; the UAN system will not allow funds to be withdrawn from a line item that is not pay roll.

Kusnerak explained that this is because the uniform allowance is a taxable fringe benefit. Katherine agree with the exception being OPERS.

Kusnerak offered and moved adoption of **Resolution 15-2018**, increasing line item, 2191-210-190-0000, Salaries and decreasing Uniforms, 2191-210-251-0000 by \$5,000.00 respectively. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Resolution Adopted.

## **OLD BUSINESS:**

Witthuhn revisited the redesign of the township website. After speaking with WebWorks the site will be tablet friendly. The police departments' concerns/questions were discussed and they will be able to keep their sites functions. Witthuhn wants to move

forward. The revised quote from WebWorks is \$2,500.00. Witthuhn moved to approve contracting with Lighthouse and WebWorks (Lighthouse for billing purposes) to redesign the township website for an amount not to exceed \$2,500.00 and they guarantee 100% satisfaction. Witthuhn added that other quotes were received and WebWorks is the lowest and noting that cost is not the medicating factor in making decisions. WebWorks is a company that works in the area of design for Lighthouse Solutions. WebWorks has assisted the township with patching the current site; however, did not create the current website. Kusnerak seconded. Esber – abstain. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn re-addressed the township joining GovDeals.com. The board had several minutes of discussion on the advantages, requirements, cost and legalities of participation. Witthuhn explained that an annual resolution of intent is needed as well as individual resolutions for items to be placed on the site for sale. An MOU was received for GovDeals that other entities use however is not required by GovDeals. Witthuhn will contact Assistant County Prosecutor Brian Richter to proceed with the writing the resolution.

**NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:**

Witthuhn read the Medina County Solid Waste District, yard waste, residents will need to fill out a manifest of what is being dropped off at 8700 Lake Road, Seville. Items accepted; clean vegetation, garden waste, pine needles and cones, lawn trimmings, brush and bark. All items must be loose not bagged and trees, branches and logs need to be 4 feet in length and 24 inches in diameter. Copies are on the table for review.

Following Justin; this past Sunday was the Annual Pinwheel walk, where pinwheels were placed for abused children in Medina County. This year's message is one of child living carefree and happy. April 11, 2018 please wear blue in support child abuse prevention. Witthuhn also gave out the information about their upcoming fund raiser, A Night at the Races on May 5, 2018, starting at 5:30 PM, Weymouth County Club. For additional information call 330-764-8891 ext. 217.

Kusnerak announced the St. Ambrose, Summer Celebration will June 21<sup>st</sup> through the 24<sup>th</sup>, 2018. Keep an eye out for additional information.

**PCOMING MEETINGS:**

Trustees: April 24th                      ZC: May 3<sup>rd</sup>  
BZA: Cancelled  
Special: April 13<sup>th</sup> Fire Levy Discussion at 10:00 AM.

**PUBLIC INPUT:**

**OFF CAMERA:**

Esber moved to go off camera at 7:55 PM for the signing of warrants, purchase orders and any other business brought before the board, and executive session for employee discipline. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Esber moved to go into executive session for the purpose of employee discipline at 8:12 PM. Kusnerak seconded. All voted yes. Motion carried.

Esber moved to come out of executive session at 8:41 PM. Witthuhn seconded. All voted yes. Motion carried.

Esber moved to inform the prosecutor’s office to move forward with the discipline issue. Witthuhn seconded. All voted yes. Motion carried.

Witthuhn moved to have Strazzo advise Goodyear to meet with the Board. Per Goodyear’s request, April 24<sup>th</sup>, 2018 at 8:00 PM, following the regular meeting. Esber seconded. All voted yes. Motion carried.

**ADJOURN:**

Esber moved to adjourn at 8:53 PM. Witthuhn seconded. All voted yes. Motion carried.

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Michael Esber, Chair Trustee

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Katherine Esber, Fiscal Officer

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John Witthuhn, Vice-Chair Trustee

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Christina Kusnerak, Trustee