

**BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
February 27, 2018**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, February 27, 2018 at Brunswick Hills Township Town Hall.

Board of Trustees Michael Esber, Chair, John Witthuhn, Vice-Chair, Christina Kusnerak, Trustee, Fiscal Officer Katherine Esber, Fire Chief Anthony Strazzo and Foreman Paul Magovac.

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

PRESENTATION:

MINUTES:

Kusnerak moved to approve the February 13, 2018 Regular meeting minutes. Witthuhn seconded. Esber – yes. Kusnerak - yes. Witthuhn – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Police Department:

Kusnerak explained that Chief Sopkovich had obtained approval for repairs to police unit #11 by phone from two trustees and moved to approve paying the invoice for those repairs in the amount of \$2,087.94. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Fire Department:

- Chief Strazzo gave a fifteen minute power point presentation of the 2017 Annual Report. Strazzo also advised that a copy could be found on the website.
- Requested a P.O. in the amount of \$1,466.34 to Medina County All Hazards Team from line item 2192-220-370- 0000 Payment to Another Political Subdivision. Strazzo explained the difference in cost from past years. Esber moved to approve. This request and purchase order #52 will cover the total amount due and payment of \$3,266.34 invoice. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Requested approval to have Lt. Posa attend "the Small Department Commanders Guide to the Fireground" Sponsored by the Medina County Fire Chiefs Association. Class to be held at the Litchfield Fire Department, March 25th from 0900-1500. Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.
- Requested approval for Lieutenants Koerper and Cali to attend "Size up and Command on the Fireground" at the Olmsted Twp. Fire Department. Class is

offered through BGSU State Fire School at a cost of \$75 to be paid from BC #53. (Cali attending April 6th, Koerper attending March 30th) Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Esber – yes. Esber – yes. Motion carried.

- Requested approval for Brian Dalziel to be enrolled in Paramedic Refresher course offered through the Auburn Career Center at a cost of \$350 to be paid from BC #53. There will be no paid personnel hours for this course. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Esber – yes. Esber – yes. Motion carried.
- Requested approval to schedule and proceed with annual required preventive maintenance and pump testing through Fallsway Emergency Equipment. Cost for each engine and tanker is \$1,692.40. To be paid from BC #58 Repairs and Maintenance Vehicles. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.
- Requested the Township issue a P.O. to Vasu communications in the amount \$1,941.00 of from small tools and minor equipment (Township) to replace batteries in each of the tornado sirens. This was put on hold until the fiscal officer's report.
- Strazzo requested authorization to sign a M.O.U. with the City of Strongsville extending SCBA fit testing machine usage at a \$470 for 5 years. Strazzo explained the cost saving and added that this is required by BWC. Kusnerak moved to approve the chief signing on behalf of the board. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.
- Strazzo requested a twelve month leave of absence for two department personnel that have accepted full time positions with other departments. Joseph Wiklinski leave of absence will be from 5/1/2018 to 5/1/2019, with Fairview Park Department; Matt Benigni leave of absence will be from 3/7/2018 till 3/7/2019 with Westlake Department. Esber thanked them for their service and looks forward to their return. Esber move to approve. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.
- Strazzo showed fire department gear used when responding to an active shooter situation, stating that unfortunately this is the current nature of things.

Service Department:

Magovac discussed a letter to the county for O.P.W.C. funding due to the township receiving several complaints about the condition of Laurel Road and S. Carpenter Road. I will be seeking funding to address the issues on Laurel from W.130th to Brunswick Hills/Brunswick line and S. Carpenter Road from Sleepy Hollow to the Brunswick Hills/Brunswick line, Laurel. Kusnerak moved to approve the letter. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Magovac gave a report in motor vehicle accidents within the township. The information was received from the ODOT, along with statistical data as to location and severity of those accidents.

TRUSTEES' REPORT:

Esber discussed the (Medina County) SPCA invoice and moved to send them \$2,000.00. Witthuhn explained the manner in which the requested donation is calculated. Witthuhn seconded. Kusnerak asked from which line item; Katherine responded she would research it. Kusnerak - yes. Witthuhn – yes. Esber – yes. Motion carried.

Esber moved to approve the Zashin and Rich invoice in the amount of \$1,956.40 for police union three year contract negotiations. Kusnerak seconded. Witthuhn – abstain. Esber – yes. Kusnerak – yes. Motion carried.

Mike Esber:

John Witthuhn:

Chris Kusnerak:

FISCAL OFFICER'S REPORT:

Katherine Esber reported that there are warrants, PO's, BC's and January 2018 bank reconciliation to be signed. Katherine reported that there are several line items that need to be increased before submitting the final appropriations to the county. Several areas were discussed and it was determined that some items have not changed due to the township not being in final appropriation status. The only items needing approval was a BC for advertising and a PO to ACE Business for the new copier in the amounts of \$250.00 and \$7,984.00 respectively. Kusnerak moved to approve the BC/PO as requested. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

All other increases and PO's will be prepared for the next meeting and include an appropriations reallocation resolution.

OLD BUSINESS:

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

Witthuhn presented a poster that he was asked to have displayed at town hall, the police and fire stations. This poster is from the Ohio Department of Public Safety addressing the current issues. Anyone can call 844-SaferOH (723-3764) for more information.

Witthuhn reported that he has been in contact with other web design companies and would be presenting quotes to the board.

UPCOMING MEETINGS:

Trustees: March 13th ZC: March 1st

BZA: March 7th

Special: March 23rd to discuss the Fire Levy

PUBLIC INPUT:

Ed Kelly, 298 Substation Road. Mr. Kelly thanked the fire department for their care of his wife on January 2, 2018, when she fell and broke both ankles. Mrs. Kelly is well and will be home shortly.

Mr. Kelly also thanked Paul Magovac for the service department efforts to have Substation Road be a smoother ride.

OFF CAMERA:

Esber moved to go off camera for the signing of warrants, pay roll, BC's and PO's. There will be an executive's session for possible employee discipline and a confidential BWC matter. Witthuhn asked if it included any other business brought before the board. Esber added that to the motion. Witthuhn seconded. Time 7:59 pm. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Esber moved to go into executive session for the purpose of employee discipline and to discuss a confidential BWC matter. Time 8:16 pm. Kusnerak seconded. All voted yes.

Chief Strazzo and FF Goodyear were invited into the session.

Kusnerak moved to come out of executive session at 10:04 pm. Witthuhn seconded. All voted yes. Motion carried.

Kusnerak moved to authorize Chief Strazzo to send FF Rosewicz a letter of discipline and set a meeting with the board regarding receiving discipline action. Esber seconded. All voted yes. Motion carried.

No action taken in reference to the BWC matter due to a voluntary dismissal notification.

Discussion regarding the Brunswick Hills Police Department contract negotiations. No action taken.

ADJOURN:

10.38 PM, Witthuhn moved to adjourn. Esber seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee