

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
January 23, 2018

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, January 23, 2018, at Brunswick Hills Township Town Hall.

Board of Trustees Michael Esber Chair. John Witthuhn Vice-Chair, Christina Kusnerak Trustee, Fiscal Officer Katherine Esber, Assistant Fire Chief Tim Haas, Foreman Paul Magovac and Police Chief Tim Sopkovich.

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

PRESENTATION:

MINUTES:

Esber moved to approve the January 9, 2018 Regular meeting minutes. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried. Witthuhn reported of items discussed and actions taken (if any) by the board off camera.

DEPARTMENT REPORTS:

Zoning Department:

Police Department:

Sopkovich presented the following requests:

- Request to send Patrolmen Piekut and Dominguez to Investigative Interviewing in Cleveland, Ohio from Feb. 27 to March 3. Purchase order request to John E. Reid & Associates in the amount of \$1,390.00 from 2191-210-318-0000, Training Services. Fiscal Officer requested a W-9. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried
- Request to send Sgt. Bors to Glock Armorers Course in Cleveland, Ohio on March 15, 2018. Purchase order request to Glock Professional in the amount of \$250.00 from 2191-210-318-0000, Training Services. Katherine advised that this item is on tonight's spread sheet. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.
- Request to send Patrolmen Getto and Milford to Suspect Tactics Perimeter Containment in South Euclid, Ohio on March 6, 2018. Purchase order request to South Euclid Police K9 Foundation in the amount of \$120.00 from 2191-210-318-0000, Training Services. Fiscal Officer requested a W-9. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.
- Request to purchase two L3 BMX-100 Body Cameras with one year extended warranty. Purchase order to L3 Mobile Vision in the amount of \$1707.00 from

2191-760-740-0000, Machinery, Equipment and Furniture. Kusnerak moved to approve. Esber – seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

There was several minutes of discussion on employees using their personal vehicles to attend trainings, seminars and being reimbursed mileage. Kusnerak moved to approve the use of personal vehicles and reimbursing for mileage. Witthuhn asked which training. Kusnerak stated for all of them. Esber seconded. Esber – yes. Witthuhn – no. Kusnerak – yes. Motion carried.

Sopkovich discussed the coyote issue in Autumnwood subdivision. After additional discussion Kusnerak moved to approve the hiring and setting of traps by All In One Nuisance & Pest Control. Witthuhn seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Esber asked Sopkovich about our local kennel assisting with taking dogs. There had been some communication with the kennel and they were willing to assist; it hasn't been discussed since.

Fire Department:

Assistant Chief Haas presented the following requests and information;

- Request approval to hold a mandatory departmental training at a date to be determined for the purpose of training all members on the new SCBAs. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.
- Request approval to donate a fire truck ride for the last day of school to the St. Ambrose School PTU fundraiser. Ride would be for Township resident only. Kusnerak moved to approve. Esber – seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Request approval for 5 members to attend a free "First Responder Technologies and Protocols Seminar" at the Cleveland Auto Show on March 15t, 2018. The course is a 2 hour course. Personnel will utilize car 29 for travel if they desire. There will no reimbursement for use of personal vehicle. Kusnerak moved to approve. Witthuhn seconded. Esber – yes. Witthuhn - yes. Kusnerak – yes. Motion carried.
- The 2018 Citizens Fire Academy schedule has been set. This to open to all with township residents having presidents. Classes with be Thursday evening from 6PM to 8PM for five weeks beginning March 22, 2018 till April 19, 2018. This is strictly information at this point; all those interested please call 330-225-2211.

Service Department:

Paul Magovac read the department's 2017 yearly report.

Phone approval was given to purchase parts from Concord Road Equipment in the amount of \$1,320.74 to be paid from BC# 2. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Magovac asked the board for approval to seek 2019 OPWC funds for paving Sleepy Hollow road. The township will be paving Substation road from 303 to the township line this year. Due to receiving funds this year the possibility of receiving funds next year are slim. After discussing if South Carpenter could be added or even replace Sleepy Hollow it was decided to ask for both and see what the Medina County Highway Engineers recommend. Witthuhn moved to approve the letter for OPWC funds to include the township section of Sleep Hollow and South Carpenter. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

TRUSTEES' REPORT:

Chris Kusnerak:

Kusnerak presented the renewal contract from CareWorks; our MCO that assists with BWC claims. Kusnerak moved to approve payment of the invoice by T&N purchase order from the general fund Workers' Compensation line item in the amount of \$2,844.00. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Kusnerak announced that she had been recommended and contacted by the MC Economic Development manager, Kathy Brighten Bunker to sit on the steering of the Medina County Comprehensive Economic Development Plan. Their first meeting will be February 22, 2018.

John Witthuhn:

Witthuhn advised that a draft agenda and the first approved township minute are on the website. Witthuhn also reference possible training this Friday.

Mike Esber:

Esber advised the board that he is in the process of getting quotes to replace the existing copier in the trustee's office. Two additional quotes will be forth coming. Zoning Inspector Evelyn Czyz asked if the current machine could be placed in her office due to its color printing capability.

Armstrong has notified the township (as required) of a cost increase. Esber believes Armstrong will notify their customers.

FISCAL OFFICER'S REPORT:

Katherine Esber reported on warrants and purchase orders for signage and gave amounts for each. Witthuhn moved to approve both spread sheets as prepared by the fiscal officer. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

Witthuhn reported on the EPA Phase 2 storm water payment to the Medina County Commissioners. The amount is \$1,314.00 due to the township paying the MSN 4 permit this year. Next year the payment to Medina County will be \$1,800.00. Witthuhn moved

to pay by T&N or PO the invoice from the Medina County Commissioners in the amount of \$1,314.00. It was clear that whichever manner it is to be paid using line item 1000-690-352-0000, Storm Water. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Esber presented and moved to pay an invoice from Hanna, Campbell and Powell in the amount of \$39.00 for services in a BWC matter, to be paid from BC# 1. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Esber also presented and moved to pay an invoice from Zashin and Rich for services in 2017 for union negotiations. After a few minutes of discussion the payment will be a T&N from the township line item in the amount of \$3,858.40. Kusnerak seconded. Witthuhn – abstain. Kusnerak – yes. Esber – yes. Motion carried.

Kusnerak report on the Medina County Soil and Water Conservation District March Newsletter. Farm Land Preservation meeting is February 28, 2018. At the Medina Marsh Conservation Center, 4266 Fenn Road, Medina from 6:30-8:00 PM. Big Tree contest will be held again this year. Seedling sales are open, pick up of orders will be April 20th and 21st at Geigs Orchard in Seville, Ohio.

Kusnerak gave the following information due to numerous calls from residents. Each color of flags along roads or lawns means:

- ❖ Red – Electric cable conduit; lighting.
- ❖ Yellow – Gas, Oil, steam petroleum – gaseous material.
- ❖ Orange – Communications, alarms or signal line conduit.
- ❖ Blue – Water.
- ❖ Purple – Water, irrigation, slurry lines.
- ❖ Green – Sewer, drain lines.
- ❖ Pink – Temporary.
- ❖ White – Purposed excavation.

Also call Ohio Utilities Protect Services for additional information and before digging.

UPCOMING MEETINGS: There is three weeks between meetings.

Trustees: February 13th ZC: February 1st

BZA: CANCELLED Storm Water

Special:

PUBLIC INPUT:

Ed Kelly, 298 Substation Rd, announced that the Rocky River Watershed meeting will be at the Medina County Library on January 24th, 2018 at 6PM for those interested.

OFF CAMERA:

Esber moved to go off camera at 7:57PM for the signing of warrants, purchase orders, an executive session for possible employment offer and any other business brought before the board. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes.

Kusnerak moved to go into executive session for applicant interview at 8:05 PM. Esber seconded. All voted yes. Motion carried.

Kusnerak moved to come out of executive session at 8:23 PM. Esber seconded. All voted yes. Motion carried.

Esber moved to accept Nicholas Balli as a full time officer with the Brunswick Hills Police Department pending all pre-employment requirements. Witthuhn seconded. All voted yes. Motion carried.

The township has not received a quote from Ohio Plan, paperwork for OTARMA is pending.

Esber moved to pay City of Cleveland, Division of Water, \$2,120.30 for the annual hydrant fee. Witthuhn seconded. All voted yes. Motion carried.

The board discussed Article 2.2 of the township personnel policies manual. No action taken.

ADJOURN:

Kusnerak moved to adjourn at 9:11 PM. Esber seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee