

**BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
JANUARY 9, 2018**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, January 9, 2018 at Brunswick Hills Township Town Hall.

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

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

PRESENTATION:

Chris from the Auditor's Office advised of upcoming deadlines and stated property tax bills will be sent out soon.

Chief Strazzo presented the following personal, giving a brief introductory of their history and duties with the department as Esber swore them into their new positions.

Promotion of Mike Perlatti to Rank of Captain.

Promotion of Mike Drum to Rank of Lieutenant

Promotion of Chuck Cali to Rank of Lieutenant

Firefighter Yaroslav Yavorski

MINUTES:

Kusnerak moved to approve the December 26, 2017 Regular meeting minutes. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn reported on the items discussed by the board once they went off camera.

Witthuhn moved to approve the January 3, 2018 Special meeting minutes of the township organizational meeting. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn advised what was handled during the organizational meeting; explaining the resolutions and the reason for them. The meeting included an executive session where the board discussed and subsequently granted employee raises.

DEPARTMENT REPORTS:

Zoning Department:

Zoning Inspector reported that \$829.44 monies collected in the month of December 2017.

Kusnerak moved to approve a special meeting on January 23rd, 2018 for a public hearing on a text amendment to the Zoning Resolution. Esber seconded. Witthuhn –yes. Esber – yes. Kusnerak – yes. Motion carried.

Police Department:

Chief Sopkovich gave a brief review of the departments' statistic of 2016 vs 2017. Sopkovich then read the 2017 report.

Sopkovich requested the west side garage door be replaced at a cost not to exceed \$1,200.00. After some discussion Kusnerak moved to approve the PO to All Season's Door an amount not to exceed \$1,200.00. Sopkovich advised that it would come out of repairs and maintenance facility. Esber seconded. Witthuhn –yes. Esber – yes. Kusnerak – yes. Motion carried.

Fire Department:

Chief Strazzo gave the departmental monthly report, giving the run counts as 877 in 2016 and 1025 in 2017, 15% increase.

- Request approval for Chief Strazzo to attend the 2018 Ohio Fire Chiefs Legislative update March 6-7 2018 in Columbus. The symposium cost is \$120 to be paid from BC #53 Training. A P.O. to Huntington Bank in the amount of \$150 is requested from line item 2192-220-318-0000 for the hotel expenses. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.
- Request approval for any available officers attend a **FREE** "Rapid Decision Making for the First Due" class to be held on January 27, 2018 from 0900-1500. This class is sponsored by the Ohio Fire academy. Esber moved. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Approval of multi-year maintenance agreement between the Township and Stryker for the maintenance of cots and loading systems. (This is a replacement agreement for our 2015-2022 agreement). All costs and terms are the same. Agreement is extended to 2024. Kusnerak moved to approve the contract and authorize Chief Strazzo to sign on behalf of the township. Witthuhn seconded. Kusnerak –yes. Esber – yes. Witthuhn – yes. Motion carried.
- Request for a leave of absence for Alex Pekar from January 15th, 2018 till July 1st, 2018 to fulfill full time requirements for the City of Brunswick Division of Fire. Congratulations; we look forward to his return. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.
- Chief Strazzo asked that any resident having difficulty during the cold weather please call the department. Just call dispatch at 330-225-9111.

Kusnerak advised that during the organizational meeting the board decided that there is no need for the line item number to be read when asking for a purchase order. As long as the number is there for the fiscal officer; and the department states what BC/PO is to be used for other requests.

Service Department:

Magovac read the monthly report.

Magovac advised receiving phone approval to have the 1997 International heater core, blower motor and electrical problem repaired by ESS for the amount of \$1,414.66. Paid out of BC #2-2017. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Requested a resolution for entering an agreement with Medina County for OPWC funding for Substation Road Resurfacing and the township to their portion directly to the Medina County Commissioners. Total estimated cost is \$657,508.00 and the township's portion is half.

Esber offered and moved adoption of:

RESOLUTION NO. 10-2018
RESOLUTION AGREEING TO COOPERATE WITH MEDINA
COUNTY FOR ENGINEERING AND CONTRACT ADMINISTRATION
FOR OHIO PUBLIC WORKS COMMISSION PROJECT

Witthuhn seconded. Kusnerak –yes. Esber – yes. Witthuhn – yes. Motion carried.

There was discussion of the traffic concerns at the corner of 303 and Substation. Magovac advised that ODOT and the county have plans to address the issue by adding turn lanes on SR 303; however, the project has not been scheduled.

Kusnerak advised that the Teamsters Local 52 contract for January 1, 2017 thru December 31, 2018 be ratified with the yearly dollar amount for boots being corrected. Kusnerak moved to ratify the contact and receive authorization to sign on behalf of the township. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

TRUSTEES' REPORT:

Mike Esber:

John Witthuhn:

Chris Kusnerak:

FISCAL OFFICER'S REPORT:

Katherine Esber advised that there are BC/PO reports, warrants and the December bank reconciliation to be signed. The purchase orders are one to Burnham and Flower in the amount of \$2,600.00 for fire department insurance and a T&N to replace a warrant lost from last year in the amount of \$283.50 for the police department. As well as a reallocation of appropriations as requested by Vicky by decreasing Contributions to Other Organizations and increasing Telephone.

Witthuhn offered and moved to adopt **Resolution 11-2018**; Reallocation of Appropriations in the general fund. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Resolution Adopted.

Esber moved to approve the T&N 2017 purchase orders as prepared. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Esber moved to approve the 2018 BC/PO's as prepared. Witthuhn seconded. Esber –yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve the purchase order for fire in the amount of \$2,600.00 and the T&N purchase order for the police department in the amount of \$283.50. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

OLD BUSINESS:

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

Witthuhn explained that Medina County has taken over the storm water fallout and subsequent costs; however, there is an issue that requires the township to pay the MS4 permit in the amount of \$237.00. The township was to be invoiced in the amount of \$1,800.00 from the county; the cost will now be reduced to \$1,314.00 due to the township paying the EPA fee directly. Witthuhn moved to approve payment of \$237.00 to the Ohio EPA. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried. There was discussion as to available purchase order or line item to use. Witthuhn advised that Vicky would process the invoice. Kusnerak gave line item 1000-690-352-0000, Stormwater.

Esber read the Medina County Processing Center's hours of operation; items that would cost extra and corresponding amounts as well as cost for tires without rimes.

UPCOMING MEETINGS:

Trustees: January 23rd ZC: February 1st
BZA: January 10th Storm Water
Special: January 23rd, 2018 Public Hearing at 6:30 PM

PUBLIC INPUT:

OFF CAMERA:

Time is 8:01 PM. Esber moved go off camera for the signing of warrants, Bc's/Po's, an executive session and any other business brought before the board. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

8:17 PM, Esber moved to go into executive session for employee discipline. Witthuhn seconded. All voted yes. Motion carried.

9:11 PM, Esber moved to come out of executive session. Kusnerak seconded. All voted yes. Motion Carried.

Esber moved to authorize Strazzo to send the employee disciplinary action letter to meet with the Board of Trustees on February 27, 2018 at 8:00 PM. Kusnerak seconded. All voted yes. Motion carried.

Witthuhn will coordinate with Lighthouse/website personnel to post 2018 minutes.

ADJOURN:

9:29 PM, Witthuhn moved to adjourn. Esber seconded. All voted yes. Motion carried.

Micheal Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee