

**BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
March 13, 2018**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, March 13, 2018 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Michael Esber, Vice-Chair John Witthuhn, Christina Kusnerak, Trustee, 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:

Chris from the Medina County Auditor's office stated that C.A.U.V. applications and renewals are due.

Matt Trafis, an account manager with of I.A.P., a construction management group addressed the board after meeting Mr. Esber at the Ohio Township Association conference. Mr. Trafis explained what his company can do for the township from small construction/repairs of buildings to new construction of an administration building or fire house.

MINUTES:

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

Witthuhn gave a report on the off camera items discussed and action taken by the board. There were two executive sessions for employee discipline and a BWC matter respectively. Chief Strazzo was authorized to send a disciplinary action letter to the employee. No action was taken on the BWC matter or the police union contract.

DEPARTMENT REPORTS:

Zoning Department:

Zoning Inspector reported of the activities of the office and funds collected for the month of February was \$280.24.

There is a Mylar to be signed by the board. Kusnerak mentioned that the Mylar is for Crossings of West Valley, confirmed by Czyz.

Police Department:

Chief Sopkovich announced the upcoming Breakfast with the Easter Bunny on March 25th, 2018 from 11AM to 1PM at Skyview Lodge, 336 Pearl Road. The cost is \$5.00 for adult, \$2.00 for children and infants are free. Ellen Young is working on getting a parade set up for March 24th, 2018 to go through the neighborhoods and an invitation was extended to the service and fire department to participate.

- Sopkovich advised the board that both union contracts have been finalized, they just need signatures of the trustees.
- Sopkovich requested a blanket certificate in the amount of \$750.00 from Operating Supplies – Communities. Esber moved to approve the request. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.
- Requested that two, Brunswick Hills Township patrolmen be sent to Tactical Defense Training, basic SWAT school from May 21-25, 2018. The training will be paid for through a grant. The township cost is ammunition and equipment. The class is contingent on the officers passing a P.T. test being done by the Sheriff's office. Witthuhn asked which officers. The officers attending will be Dominguez and Milford. Witthuhn asked if this included them being put on the Medina County SWAT team. Yes. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Request approval for a full-time Brunswick Hills Patrolman be assigned the Brunswick City School District to conduct the duties of a School Resource Officer. The position will resume immediately. There was discussion as to how this would impact the collective bargaining agreement, should there be a M.O.U. due to the pay rate amount being less than the agreement permits. Chief advised that FOP #15 is aware and in agreement with the \$20.91 hourly rate. Witthuhn asked who the officer would be; Officer Walsh. Witthuhn asked if Officer Walsh has SRO training; if approved tonight, there is an April 4th class available. Esber moved to approve the request with supporting documentation indicating the \$20.91 pay rate and documentation to safeguard the completed patrolman union contract. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Esber asked if the board wanted to do both contracts at once. Witthuhn asked if they needed to wait on the patrolman contract due to the SRO information not being in the contract. Kusnerak stated it would be added as an addendum. Esber moved to approve with changes as written on page 19, section 32, and the union contract for the patrol officers and Brunswick Hills Township. Kusnerak seconded. Witthuhn – Abstain. Esber – yes. Kusnerak – yes. Motion carried.
- Esber moved to approve the sergeant's union contract, with no changes. Kusnerak seconded. Witthuhn – Abstain. Esber – yes. Kusnerak – yes. Motion carried.

Fire Department:

Chief Strazzo read the February 2018 department report.

Strazzo reported on a significant crash on Boston Road; vehicle vs tree, with persons apparently under the influence, he gave some injury details. Strazzo needed to explain the events to give thanks to personnel and all other responding departments for a job well done. .

- Request approval for repairs of Tanker 22 in the amount of \$2,687.65 and a P.O. to Fallsway Equipment from line item 2192-220-323-0323. Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.
- Request for approval to proceed with the BWC required maintenance of the department air compressor through Fire Safety Services in the amount of \$935.00, to be paid from BC #57. Kusnerak moved to approve. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried

Witthuhn brought up the battery purchase for the emergency sirens. Katherine Esber stated that funds were moved and a purchase order prepared for tonight's meeting. There was an additional discussion to ensure that a resolution for reallocation of funds was not needed. Esber moved to approve the purchase from VASU communications in the amount of \$1,941.00. This is for eight batteries. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes.

Strazzo requested an executive session for continued employee discipline.

Witthuhn asked to revisit police matters due to Officer Walsh being a part-time employee. Witthuhn asked if the board need to take action to promote Patrolman Walsh to full time. Kusnerak thanked Witthuhn for catching it. Witthuhn moved to promote Office Walsh from part-time to full time as the SRO for Brunswick Hills Township pending the completion of all contractual documentation. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried. Once the ratified contract is received then Office Walsh can be sworn in by Kusnerak as a full time office without the need for an additional meeting.

Service Department:

Magovac gave the department monthly report.

TRUSTEES' REPORT:

Chris Kusnerak:

Kusnerak advised the board that for the year 1/1/2018 to 1/1/2019 the premium for the township Bureau of Workers Compensation is \$7,169.50. At one time the township premium was \$90,000.00 a year. Through policy changes, training, meetings and hard work we all have contributed to the reduction.

Kusnerak asked Sopkovich if he would like to mention the newspaper article on Safe Communities. Sopkovich explained how a safe community is determined and that Brunswick Hills Township ranked fifth in the state.

John Witthuhn:

Witthuhn summarized the steps the trustees took after receiving a letter from Senator Larry Obhof office offering grants to all political entities through Ohio Capital Budget. The township submitted a requests for assistance with a new emergency shelter/administration building and recreation area. Brunswick Hills Township was

fortunate enough to be given \$100,000.00 towards a park. Of course this preliminary and we are waiting for official notification. Esber added that there has been interest from others interested in a joint project as well as interest in specific ideas such as a handicap plan ground.

Evelyn Czyz asked if there was a time limit for the township to us those funds. That cannot be answered at this time.

Witthuhn received a letter from the Medina County Engineers certifying the township road miles as 35.604. In the letter there was mention of funds in Drainage Maintenance fund the township needed to invoice for repairs on Montgomery in the amount of \$1,550.00. Magovac advised the board that the work was done in 2010 and the invoice has been sent.

Mike Esber:

Esber reported on attending the annual meeting with the Medina County Health department.

FISCAL OFFICER'S REPORT:

Katherine Esber stated that there are warrants, pay roll, BC's/POs and the February bank reconciliation to be signed.

Katherine also advised that she has prepared a resolution to be sent into Ohio Public Employees Retirement System to remove the fringe benefit withholding for the police officers and replace it with Salary Reduction OPERS withholding. Katherine advised that the change would not be immediate and explained to the Police Chief it would take time.

Katherine read **Resolution 13-2018, Request for OPERS withholdings under salary reduction on all employees and removal of fringe benefit for police officers**, reading the resolution in its entirety. Kusnerak moved to offer Resolution 13-2018. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak –yes. Resolution adopted.

The final 2018 appropriations is complete and sent to the auditor's office. There was a brief discussion of the changes reflecting what was needed in 2018. All other changes this year will be to be by resolution.

OLD BUSINESS:

Witthuhn discussed the Ohio Plan vs. OTARMA for the township insurance and the main sticking point was the amount per event and the yearly cap. Witthuhn would like to see this concluded and mention the fact that this year's OTARMA renewal has come in yet. Kusnerak reported that the renewal was in her mail this evening. The premium is \$36,556.00. A higher cost, yet areas need to be compared. Kusnerak explained that the deadline was April 1, 2018 and it could wait until next meeting.

Kusnerak stated that several meetings ago trash collection was discussed as well as a possibility of contracting with one company. Kusnerak was able to obtain a copy of

another townships agreement for trash collection. Esber mentioned that a resident wants to know if they do not like what the contact, do they have the freedom to change. Kusnerak advised that at the Thursday night Medina County OTA meeting this could be a question for the prosecutor. Esber suggested talking with other townships to see if there was any interest in collaboration.

NEW BUSINESS:

Witthuhn reported on the quote received from a resident to redo our website. There is a quote from our current IT provider from last year. Is the board interested in continuing with this endeavor? There was several minutes of discussions to get a clearer idea of what the end result should be. Witthuhn asked Chief Sopkovich if the police department would be interested in having an active page with the township. Sopkovich stated that the township departments should be together. No action taken at this time, Witthuhn will bring it back to the board.

Witthuhn discussed Govdeals.com. It's a web based company that assists government entities with the sale of antiquated and/or surplus items. Witthuhn asked the board if it was something they may be interested in. Kusnerak confirmed that there is still a need for the required resolution declaring any item of no use or financial benefit and/or a surplus of the township that needs to be considered.

Esber moved to pay Hanna, Campbell & Powell in the amount of \$776.05 from BC #1 for legal services in a BWC matter. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Kusnerak mentioned that May 8th, 2018 is a special election and our first meeting in May. Kusnerak stated that the township has too much business to go four weeks between meetings. After a minute of discussion it was decided that May 8th, 2018 town hall meeting would be moved to May 9th, 2018. Kusnerak moved. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

Esber read information on the 22nd Annual Medina County Earth Day festivities. Event will be April 21, 2018 at the Buffalo Creek Retreat. For more information call 330-722-9316.

Kusnerak received notice from WOW about rate increase for service.

Witthuhn announced the MCSPCA Animal Affair being held on April 21, 2018, at the Diamond Event Center; 5PM. For additional information call 330-723-7722.

Witthuhn announced the 4th Annual Community Pinwheel Walk to Prevent Child Abuse. April 8, 2018 from 1PM to 3PM. For additional information call 330-764-8891, ext. 217.

Witthuhn also gave information on the 6th Annual "The Children's Cup", Night at the Races, Mat 5, 2018, 5:30PM, Heavy Appetizers at 6:00 PM, Post Time is 7:00PM. For additional information call 330-764-8891, ext. 217.

Kusnerak announced that the Brunswick Early Childhood P.T.A. was looking for a donation of an Easter Basket. There will be a basket donated by Kusnerak, Eber and Witthuhn as residents of the township.

UPCOMING MEETINGS:

Trustees: March 27th ZC: April 5th
BZA: April 4th
Special: March 23, 2018: Fire Levy and Budget

PUBLIC INPUT:

OFF CAMERA:

Esber moved to go off camera for the signing of warrants, pay roll, bank reconciliation and any other business brought before the board. There is an executive session for personnel discipline. Witthuhn seconded, noting time to be 8:16PM. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Esber move to go into executive session for employee discipline at 8:31PM. Kusnerak seconded. All voted yes.

Witthuhn moved to come out of executive session at 9:50PM. Kusnerak seconded. All voted yes.

Witthuhn moved to place Rosewicz on unpaid administrative leave immediately pending review and consideration. Rosewicz will be ordered to immediately return all BHT equipment by 6:00AM of March 19, 2018 and can have NO access to any BHT facility/apparatus/department data system. Esber seconded. All voted yes.

Esber moved to give FF Goodyear a Last Chance Agreement via Chief Strazzo, reference 2/27/18 executive session. Kusnerak seconded. All voted yes.

Esber moved to reimburse Mr. Sidell for glasses due to a fall on township property. Motioned died due to lack of a second. Esber will follow up with prosecutor’s office.

ADJOURN:

Kusnerak moved to adjourn at 10:10PM. Esber seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee