

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

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

Board of Trustees, Chair Michael Esber, Vice-Chair John Witthuhn, Christina Kusnerak Fiscal Officer Katherine Esber, Assistant 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:

Anthony Castanzo of the Westbury Place home owners association addressed the board in reference to land recently acquired by the township. Mr. Castanzo has offered his assistance with funds raisers, communication with other home owners associations as well as funds and labor, all pending the approval of their association. Mr. Castanzo thanked the elected officials for a job well done knowing that they had a thankless job.

MINUTES:

Witthuhn moved to approve as amended the March 13th, 2018 regular meeting minutes. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Police Department:

Chief Sopkovich announced that the Easter Bunny parade and breakfast was a great success and there were 230 tickets sold. Chief Sopkovich thanked the police association, township department personnel, vendors and residents that participated and/or donated to the event.

- Request to send Officer Walsh to School Resource Officer basic training in Columbus from July 30th through August 3rd, 2018. The cost will be \$480.00 for the class plus hotel and per diem which will be charged on the township credit card. A purchase order for OSROA from 2191-210-318-0000 in the amount of \$480.00 be issued. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Fire Department:

Assistant Chief Haas presented the following requests:

- Requested approval to pay Medina County E.M.A. invoice in the amount of \$2,277.40 utilizing P.O. #53 and BC #61. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

- Request for approval to enter into a four year service plan with Physio Control for the annual maintenance and inspections of the department's Lifepack monitors, AED's and LUCAS machines. Total of the contract is \$19,119.91 and can be paid yearly at a rate of \$4,779.98. Esber moved to approve and added to issue a purchase order. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.
- Haas reminded the board of the executive session for employee interviews.

Service Department:

Service Foreman Magovac presented the following requests:

- Requested approval to purchase crack seal and rent a machine from DJL Materials & Supply, Inc. issue a purchase order not to exceed \$5,000.00. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Received phone approval for repairs to the 1997 International for fuel tank replacement in the amount of \$1,573.00 from ESS. Invoice to be charged to BC# 23. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

TRUSTEES' REPORT:

Mike Esber:

Esber presented an invoice from Zashin and Rich in the amount of \$685.20. It is expected that this will be the final invoice for the police union negotiations. Kusnerak seconded. Witthuhn – abstain. Kusnerak – yes. Esber – yes. Motion carried.

John Witthuhn:

Chris Kusnerak:

FISCAL OFFICER'S REPORT:

Katherine Esber reported that the board had two purchase orders to sign, pay roll and a stack of warrants.

OLD BUSINESS:

Kusnerak announced the total cost to renew the OTARMA insurance's for the year is \$36,556.50. Kusnerak stated they could approve the payment tonight and she would contact OTARMA tomorrow and inquire whether or not the cost could be negotiated due to receiving the quote for Ohio Plan. Witthuhn asked Kusnerak if she made a motion; she so moved. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

UPCOMING MEETINGS:

Trustees: April 10th

ZC: April 5th

BZA: April 4th
Special: April 13th, Fire Levy – town hall

PUBLIC INPUT:

Ed Kelly, presented the board with a poster of the township with information as to what entity is responsible for road maintenance. There is a colored legend to identify the entity at the top of the poster and each roadway in the township is colored accordingly. Witthuhn inquired about getting a PDF file of the map; Magovac interjected that a PDF file had been received and placed on the township website, on the service page. The board thanked Mr. Kelly for his work.

OFF CAMERA:

Esber moved to go off camera at 7:30 PM for the signing of warrants, pay roll, purchase orders and any other business brought before the board. There will be an executive session for the purpose of applicant interviews and employee discipline.

Esber moved to go into executive session for the purpose of employment interviews and employee discipline at 7:56 PM. Kusnerak seconded. All voted yes. Motion carried.

Esber moved to come out of executive session at 8:55 PM. Kusnerak seconded. All voted yes. Motion carried.

Esber moved to offer employment to Nicholas A. Mehalic, Corey Hayden and David Haffner as firefighters, pending the successful completion of pre-employment requirements. Witthuhn seconded. All voted yes. Motion carried.

Esber moved to appoint Chief Strazzo to investigate the conduct of a firefighter. Kusnerak seconded. All voted yes. Motion carried.

ADJOURN:

Kusnerak move to adjourn at 9:06 PM. Esber seconded. All votes yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee