

**BRUNSWICK HILLS TOWNSHIP TRUSTEES
ORGANIZATIONAL MEETING
JANUARY 3, 2018**

The Brunswick Hills Township Board of Trustees met in special session on Wednesday, January 3, 2018 at Brunswick Hills Township Town Hall.

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

Witthuhn called the meeting to order at 4:30 PM and noted the meeting was properly advertised.

Kusnerak moved to nominate Esber as the Chair of the Board for 2018. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Esber moved to nominate Witthuhn as the Vice Chair of the Board for 2018. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn offered **Resolution 1-2018** establishing the meeting day and time for 2018. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Kusnerak offered **Resolution 2-2018** accepting the Public Officials Policy Manual. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Resolution Adopted.

Esber offered **Resolution 3-2018** requesting the first half tax advance for 2018. Witthuhn seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Kusnerak offered **Resolution 4-2018** transferring the Police fines from General Fund to the Police Fund. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Witthuhn offered **Resolution 5-2018** transferring the tar Ohio interest from General Fund into the Fire Fund. Kusnerak seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Resolution adopted.

Esber offered **Resolution 6-2018** to proceed by Force Account when necessary. Kusnerak seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Resolution adopted.

Esber offered **Resolution 7-2018** setting the Longevity pay at \$75.00. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Resolution adopted.

Witthuhn offered **Resolution 8-2018** accepting the Trustee and Fiscal Officer compensation as set by State Legislature. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Resolution adopted.

Department liaisons are:

Esber – Zoning and Fire. Kusnerak – Police and Cable. Witthuhn – Service and Stormwater. Buildings, Grants, Cemetery and Open Space to be shared.

Kusnerak moved to continue with Gary Fuller as the Cemetery Sexton. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve all the 2018 blanket certificates requested. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to approve purchase orders to Lighthouse Solutions As follows:

- Purchase Order Number Two (2) in the amount of \$4,400.00
- Purchase Order Number Sixty (60) in the amount of \$10,500.00

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

Kusnerak moved to approve purchase orders to the City of Brunswick as follows:

- Purchase Order Eleven (11) in the amount of \$60,000.00. Franchise Fee
- Purchase Order Twelve (12) in the amount of \$3,400.00. Code Red
- Purchase Order Thirty (30) in the amount of \$58,000.00. Dispatch fees,
- Purchase Order Forty Two (42) in the amount of \$9,700.00. Dispatch fees.

Esber seconded. Esber – yes. Witthuhn – Abstain. Kusnerak – yes. Moto carried.

Kusnerak moved to approve all remaining purchase orders. Witthuhn – seconded. All voted yes. Motion carried.

Esber moved to adopt **Resolution 9-2018** accepting 2018 Annual Appropriation's. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Resolution adopted.

Chief Strazzo requested a future special meeting to discuss expiring Fire Levy. No date set.

Discussion of proposed Substation paving project with the anticipated OPWC funding assistance.

At 5:16 pm, Esber moved to go into executive session for the purpose of compensation matters. Witthuhn seconded. All voted yes. Motion carried.

At 6:36 pm, Witthuhn moved to come out of executive session. Kusnerak seconded. All voted yes. Motion carried.

Compensation for cleaning person, administrative staff, part-time service department personnel, part-time police employees, all firefighter department personnel, service foreman, zoning inspector and zoning secretary will be three percent (3%) starting next payroll period. Witthuhn moved to approve. Esber seconded. All voted yes. Motion carried.

Witthuhn moved to approve Police Chief Sopkovich request to relinquish the (3%) employee pick-up paid by the Township and board gave a total of (5%) increase on base salary, effective next pay period. Esber seconded. All voted yes. Motion carried.

ADJOURN:

At 6:46 pm Esber moved to adjourn. Witthuhn seconded. All voted yes. Motion carried.

John Witthuhn, Chair

Katherine Esber, Fiscal Officer

Christina Kusnerak, Vice-Chair

Michael Esber, Trustee