

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

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

Board of Trustees Chair Michael Esber, Vice-Chair John Witthuhn, Trustee Christina Kusnerak, Fiscal Officer Katherine Esber, Zoning Inspector Evelyn Czyz, Foreman Paul Magovac and Assistant Fire Chief Haas.

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 gave holiday hours. Office will be closed November 22, 2018; December 14, 2018 the office will close at 2 PM. The office will be closed on December 24th - 25th, 2018 and January 1st, 2019.

Terry Green, Leadership Medina County explained that a collaboration with Ohio State, Extension to offer classes at the Akron University, Medina Campus to offer several classes to elected officials. The needs and benefits of the classes were discussed.

Don Johnson from Kimble Trash haulers gave the board the history of the company. Mr. Johnson knows the board is researching the possibility of contracting with one hauler for the township. Mr. Johnson advised the board that they can legally seek information from any hauling company.

MINUTES:

Esber asked about approving the October 23rd Public Hearing minutes. Kusnerak asked that they be tabled.

Kusnerak moved to approve the October 23, 2018 regular meeting minutes. Esber seconded. Witthuhn – Abstain. Kusnerak – yes. Esber – yes. Motion carried.

Kusnerak gave the off camera report of an executive session noting no action taken.

DEPARTMENT REPORTS:

Zoning Department:

Zoning Inspector Evelyn Czyz reported four single family dwelling permits were issued and \$4,505.18 monies was collected during the month of October.

Police Department:

Kusnerak moved to accept the resignation of Officer AJ Johnson and authorize the immediate payment of monies owed. Esber seconded. Witthuhn – Abstain. Esber – yes. Kusnerak – yes. Motion carried.

Fire Department:

Assistant Chief Haas gave the activity report for the month of October and presented the following requests:

- Request for a Special Meeting to be held on November 27, 2018 at 6:45 p.m. to open bids received for the purchase of self-contained breathing apparatus and related equipment. Witthuhn moved to approve. Esber – seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.
- Request reallocation of funds to prepare for purchase of SCBAs. (\$75,000)
 - From 2192-760-730-0000 Improvements of Sites
 - To 2192-760-740-0000 Machinery, Equipment and Furniture
 - ❖ Witthuhn offered and moved adoption of same, **Resolution 38-2018, Appropriation Reallocation**, reducing 2192-760-730-0000 Improvement of Sites; increasing 2192-760-740-0000 Machinery, Tools and Furniture by \$75,000.00 respectively. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Resolution adopted.
- Request to closure of BC #63 and open a new BC in the amount of \$800 from Operating Supplies Community 2192-220-420-2420. Kusnerak moved to approve. Esber – seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Request approval to purchase an HP all-in-one computer from Lighthouse Solutions in the amount of \$1,343. To be paid from BC #49 Tools and Equipment EMS. \$994 of the purchase price will be reimbursed from the State of Ohio EMS Grant. Computer to be used for EMS reporting. Esber moved to approve. Kusnerak – yes. Witthuhn – yes. Motion carried.
- Request approval to accept a Leave of Absence request from FF Shawn Barrett. Leave effective immediately through February 2019 for personal family reasons. Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.
- Request adoption of Resolution for the donation of personal protective equipment which has reached its end of service life per NFPA 1851 (10 years) to the Medina County Career Center for use in their Public Safety Program. Esber (read) offered and moved adoption of **Resolution 39-2018** donating personal protection equipment to Medina County Career Center. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Resolution adopted.
- Request approval to hold a mandatory department meeting on Monday December 17th at 1800 hrs. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes.

The department has been notified by the Ohio Bureau of Worker's Compensation of award of a Firefighter Exposure to Environmental Elements Grant in the amount of \$6,100. The grant will be used to purchase new particulate barrier hoods and firefighting gloves for our personnel. The new hoods and gloves limit a firefighter's exposure to cancer causing particulate and meet new NFPA and BWC standards.

Thank you to the following for their donations and/or participation in this years Halloween Bon Fire.

- ❖ Brunswick Hills Road Department
- ❖ J and J Hotdogs
- ❖ Mapleside Farms
- ❖ Brunswick City School VOFT Students
- ❖ Brunswick City School District
- ❖ Skyview Lodge – Mr. Billy Hudson
- ❖ Dairy Queen
- ❖ Hickory Ridge Cinemas
- ❖ Brunswick Hills Police Auxiliary Officers
- ❖ Burger King
- ❖ Scene 75
- ❖ Wendy's
- ❖ Brunswick Hills Police Association
- ❖ A special thank you to the Men and Women of the BHFD who were able to get the station prepared on short notice for the event.
- ❖ Although we did not use the park due to the weather; thank you to the Medina County Park District for planning for the event

Meet Santa is scheduled for December 16th from noon to 3 pm at station two.

Service Department:

Paul Magovac gave the board the activity report for the month of October and presented the following requests:

- Phone approval for the 2012 Ford F250 to have a new Def Heater installed work done to it by Liberty Ford for the amount of \$1,655.00. Paid from BC#25.
- Phone approval for 2012 Chevy 3500 for Def System at Pat Obrien's for the amount of \$849.30. Paid from BC#88.
- Phone approval for 1997 International have electrical work done at Rush International for the amount of \$1,188.85. Paid from BC#26.
- Phone approval for 1997 International for turbo rebuilt work done by ESS for the amount not to exceed \$1,500. Paid from BC#26.
- Phone approval for 2012 International for turbo replaced work done by ESS for the amount not to exceed \$2,500. Paid from BC#22.

Witthuhn moved to approve the five vehicle repair requests listed above. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

- Request to hire Illes Architects, Inc. from Medina to provide architectural drawing for a new salt shed for amount not to exceed \$2,000.00. Paid from BC#24. Esber moved to approve. Kusnerak asked if the motion included Paul signing on behalf of the township and to wave all zoning fees; all are to be included on the motion. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes.

Esber – yes. Motion carried. Evelyn explained that even though the zoning fees are waved she will need copies of plans, etc. for the file.

TRUSTEES' REPORT:

John Witthuhn:

Reported that the new website is having its final revision and should be operational soon.

Witthuhn advised the EPA grant to replace two plow trucks that the service department applied for was turned down. The department can apply again next year and out of sixty-three applications the department ranked eighteenth.

Chris Kusnerak:

Mike Esber:

Esber moved to accept the renewal increase of 9% for health care and explained that the beginning increase was 17.1%. Esber included renewing the Delta Dental with no increases as well. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

FISCAL OFFICER'S REPORT:

Fiscal Officer Esber reported having payroll, warrants, October Bank reconciliation and the BC/PO spread sheet.

- General Fund – BC for office supplies – \$200.00
- General Fund – PO WB Mason – 300.00
- General Fund – Huntington – Postage - \$150.00
- Fire Fund - Summa – refund for EMS charge paid - \$204.00
- Police Fund – Shuttlers - \$31.52

Kusnerak moved to approve. Witthuhn seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes.

OLD BUSINESS:

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

Kusnerak registered for tax abatement class at Akron University, Medina on December 19th, from 10 AM to 11:30. Esber advised that he and Evelyn Czyz had also registered.

Esber advised all department to have their 2019 final budgets in by December 11, 2018.

Witthuhn asked/moved to have the OTA conference expenditures approved, including registration, lodging and meals for elected officials and department heads. Esber – seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

UPCOMING MEETINGS:

Trustees: November 27th ZC: December 6th

BZA: December 5th

Special: November 27th, 6:45 PM, SCBA Bid Opening

PUBLIC INPUT:

Mr. Kelly congratulated the fire department for the fire levy passing. There was inquiries as to in what manner does the department review hiring personnel in reference to being a township resident. Mr. Kelly was advised that several things have changed and due to the size of the department changes had to be made such as expanding the area to where a person lives to what certifications they have to have.

OFF CAMERA:

Esber moved to go off camera for the signing of warrants, PO/BC's and any other business brought before the board. Noting the time to be 7:54 PM, Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

ADJOURN:

Esber moved to adjourn at 8:33 PM. Witthuhn seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee