

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**September 11, 2018**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, September 11, 2018 at Brunswick Hills Township Town Hall.

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

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; reappraisals have started. There are two methods being used this year. One is for new construction which will be a physical on site appraisal and the second is by digital review. The reappraisal taxes will be paid in 2020.

**MINUTES:**

Esber moved to approve the August 28<sup>th</sup>, 2018 meeting minutes. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried. Witthuhn noted that there is no off camera items to report.

**DEPARTMENT REPORTS:**

**Zoning Department:**

Evelyn Czyz reported on that two single family dwelling permits were issued and the total for 2018 may have reached ten. Monies collected for the month of August was \$3,126.77. There is a Mylar to be signed. The office will be closed this Friday.

**Police Department:**

Request to increase line item 2191-760-750-000 and decrease 2191-210-230- 0000 in the amount of \$12,000.00. See attached Reallocations of Appropriations Request Form. Board stated this will be completed under the fiscal officer's report.

Request to purchase emergency equipment to include installation for BHPD Unit 10. Purchase order to North Coast Two-Way Radio in the amount of \$12,000.00 from Account Code 2191-760-750-0000, Motor Vehicle. Esber moved to approve the purchase not to exceed \$12,000.00. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Request to attend Ohio Association of Chiefs of Police Workshop course from Sept. 30<sup>th</sup> to Oct. 1<sup>st</sup> at the Crown Plaza in Dublin, Ohio. Purchase order request to Ohio

Association of Chiefs of Police in the amount of \$315.00 from Account Code 2191-210-318-0000, Training. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

### **Fire Department:**

Assistant Chief Haas read the department activity report for the month of August. The following are activities authorized by phone, for the record.

The Board gave phone approval to Chief Strazzo to apply for a BWC Safety Intervention Grant for Firefighter Exposure to Environmental Elements. The grant is for the purchase of firefighting gloves and particulate barrier firefighting hoods. The amount of grant requested is \$6,100.00 with a 5:1 match or \$1,220. The hoods and washable gloves are recently required by BWC for cancer prevention. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak –yes. Motion carried.

The Board gave verbal approval for repairs to squad 27-1 in an amount to not exceed \$2,500.00. Repairs include the air conditioning vacuum pump and replacement of 4 fuel injectors. Repair costs to be taken from BC #20. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Haas announced that if any Home Owners Association would like a levy information presentation to call the office.

Open House will be October 7<sup>th</sup> at station two from 12 noon till 3 PM. Parking and shuttle to be provided.

### **Service Department:**

Foreman Magovac read the department activity report for the month of August.

Requesting funds for the amount not to exceed \$2,500.00 to Equipment Sales and Service for repairs to truck #2, 1997 International. Money will be paid out of BC#88. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Magovac thanked the residents for their patience during the Substation Road project, it is greatly appreciated.

### **TRUSTEES' REPORT:**

#### **John Witthuhn:**

Generator maintenance is due in October and a request for a purchase order was sent to the fiscal officer.

#### **Chris Kusnerak:**

Renewal of Medical Mutual has been received. Esber explained that they are waiting for an updated increase amount before addressing the letter.

Kusnerak asked about the First Energy Solutions bankruptcy. Esber explain the notice and what will transpire during this transition.

**Mike Esber:**

There is an executive session for employee interview later tonight.

Esber explained the importance of House Bill 602 and the benefit to all townships. Esber expressed the importance of getting the word out to all residents asking them to write letters of support and suggested that the Brunswick Community page put the information out there.

Kusnerak stated that the Township needs to write letters in support of the house bill to all representative and any other government official.

**FISCAL OFFICER'S REPORT:**

Katherine Esber advised that there are warrants, payroll and the August bank recognition to be signed. The spread sheet has several purchase orders for regular business to carry through the rest of the year; stated as written are purchase orders for the police department to MCSE in the amount of \$750.00, a T&N PO to MCSE for the current invoice in the amount of \$225.30, a purchase order for the Taser agreement in the amount of \$5,208.00, purchase order for the new vehicle equipment in the amount on \$12,000.00 and a purchase order to Cummins Bridgeway for annual generator maintenance in the amount of \$170.38 from township, \$348.70 from police department and \$495.67 from the fire department for both stations. Katherine advised she has a resolution prepared for the reallocation of funds. Witthuhn moved to approve the spread sheet as written. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Kusnerak offered and moved adoption of same **Resolution #31** for the reallocation of funds for the police department. Increase 2191-760-750-0000, New Vehicle, decrease 2191-210-230-0000, Workers Compensation by \$12,000.00, respectively. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

**OLD BUSINESS:**

**NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:**

**UPCOMING MEETINGS:**

Trustees: September 25<sup>th</sup> ZC: Oct. 4<sup>th</sup> – Continuation of public hearing to rezone W130th property.  
BZA: Oct. 3<sup>rd</sup> Canceled  
Special:

**PUBLIC INPUT:**

**OFF CAMERA:**

Esber moved to go off camera for the signing of warrants, purchase orders and any other business brought before the board, including an executive session if the applicants shows up. Witthuhn noted the time to be 7:26 PM, and seconded the motion. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to go into executive session at 7:48 PM for the purpose of employment interview for Zoning with Wesley Humphrey. Esber seconded. All voted yes. Motion carried.

Esber moved to come out of executive session at 8:28 PM. Kusnerak seconded. All voted yes. Motion carried.

No action was taken.

The situation with the electrical aggregate was discussed with no action taken.

Esber moved to send a letter to sponsors of House Bill 602 in favor of proposed legislature. Witthuhn seconded. All voted yes. Motion carried.

**ADJOURN:**

Kusnerak moved to adjourn at 8:42 PM. Witthuhn seconded. All votes yes. Motion carried.

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Michael Esber, Chair Trustee

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Katherine Esber, Fiscal Officer

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John Witthuhn, Vice-Chair Trustee

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Christina Kusnerak, Trustee