

**BRUNSWICK HILLS TOWNSHIP TRUSTEES  
REGULAR MEETING  
September 25, 2018**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, September 25, 2018 at Brunswick Hills Township Town Hall.

Board of Trustees Chair, Michael Esber, Vice-Chair John Witthuhn, Trustee Christina Kusnerak, Fiscal Officer Katherine Esber, Foreman Paul Magovac, Fire 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:**

Chief Strazzo introduced the new Fire Prevention Officer, Matt Payne and announced the addition to the department of Firefighter/Paramedic Chad Gluss. (Also a fire chief).

Strazzo asked Lt. Dalziel to join him at the podium. After twenty-eight years of service Lt. Dalziel is retiring from the Brunswick Hills Township Fire Department. Chief Strazzo, Jackie Hummel of Southwest General Hospital, gave history and accolades for the time, effort, dedication and professionalism Rich gave the fire service and the people he served. Rich reminisced about his time, explaining what an important part of his life it has been. Brunswick Hills Fire Department tones were activated by dispatch (1-90), "Attention Brunswick Hills and other monitoring departments on behalf of the citizens of Brunswick Hills Township we would like to thank Lt. Rich Dalziel for twenty-eight years of dedicated service. 25-5 this is your last radio alarm. Enjoy your retirement. 1-90 clear at 1716.

**MINUTES:**

Witthuhn moved to approve the September 11, 2018 regular meeting minutes. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn provided a brief review of off camera minutes.

**DEPARTMENT REPORTS:**

**Zoning Department:**

**Police Department:**

Request to send Sergeant Jim Sanford and Sergeant Chris Salveter to Supervisor I Team Leader Training in Kent, Ohio from October 24-26. Purchase order request to Black Cloud OPS in the amount of \$370.00 from Account Code 2191-210-318- 0000, Training. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Sopkovich requested an executive session for employee matters.

Esber asked Sopkovich to clarify that he was refusing to sign the training agreement presented, Sopkovich stated that upon legal advice he would not sign the document.

Esber asked that he (Sopkovich) review the agreement to see how it could be altered. Witthuhn interjected that due to both parties following legal advice, let the lawyers work it out. Kusnerak stated for the record that she would not sign the agreement due to it being person specific, not a township wide document.

### **Fire Department:**

Strazzo requested the following:

- Accept Lt. Dalziel Resignation. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.
- Accept letter from Captain Mike Perlatti stepping down from Captain to Firefighter Paramedic effective October 1st. No action by board is necessary.
- Letter advising FEMA will not be funding our 2017 AFG Grant Application for SCBAs, request approval to advertise for bidding of SCBAs and related equipment. Esber moved to approve going out for bid. Kusnerak seconded. Witthuhn –yes. Esber – yes. Kusnerak – yes. Motion carried.
- Request approval to apply for 2018 FEMA AFG Grant for radios and related equipment utilizing a professional grant writer, explaining that this may not happen due to time limit. If the grant is submitted and turned down, the grant will be resubmitted at the next opportunity at no additional charge. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Announcements:

- Open House October 7th from noon till 3:00 P.M. at Fire Station Two
- Community Meeting regarding the Fire Levy on October 9<sup>th</sup> at 1730 Hrs. at Town Hall.
- Bon Fire October 27th from 5:00 P.M. till 8:00 P.M. at Plum Creek Park

### **Service Department:**

Magovac presented the following:

- Request to close PO#13 to Cargill Salt Company for the amount of \$11,614.21.
- Request to close PO#96 to DJL Company for the amount of \$11.10.

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

Magovac presented information regarding the 2019 paving season. The township has been in contact with the City of Brunswick regarding the possibility of paving Laurel Road between W130th and S. Carpenter, and paving S. Carpenter from Laurel to Sleepy Hollow. Magovac reported approximate cost for the township portion of Laurel and S. Carpenter.

## **TRUSTEES' REPORT:**

### **Mike Esber:**

Received an invitation to the Rotary Club. Esber asked the board for permission to seek donations for the pumpkin carving contest prizes. Kusnerak moved to approve. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

### **John Witthuhn:**

Pictures for the website is scheduled for tomorrow at 10:30 AM. Will advise any changes due to weather.

### **Chris Kusnerak:**

## **FISCAL OFFICER'S REPORT:**

Katherine Esber reported that the board has payroll, warrants, BC's and PO's to sign as well as an Appropriation Reallocation Resolution.

Katherine read the spread sheet prepared, explaining the items, amounts and department. Witthuhn moved to approve the spread sheet and the BC for fire in the amount of \$4,000.00 - Contracted Services. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Esber requested the resolution be postponed until later. All agreed.

## **OLD BUSINESS:**

## **NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:**

Esber offered and moved adoption of same, **Resolution 32-2018** in recognition of Dylan J. Bell becoming an Eagle Scout. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Esber offered and moved adoption of same, **Resolution 33-2018** in recognition of Vincent R. Sheeler becoming an Eagle Scout. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Kusnerak offered and moved adoption of same, **Resolution 34-2018**, Appropriation Reallocation.

- Increase 2192-220-360-0000, Contracted Services – Decrease 2192-221-311-0000, Accounting and legal fees by \$4,000.00 respectively.
- Increase 1000-590-323-1323 Repairs and Maintenance Facility – Decrease 1000-110-112-0000 Salaries – Trustees Staff by \$1,000.00 respectively.

Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

## **UPCOMING MEETINGS:**

Trustees: October 9<sup>th</sup>      ZC: October 4<sup>th</sup>  
BZA: (No October meeting)  
Special: October 9<sup>th</sup>, 5:30 Q&A Fire Levy

**PUBLIC INPUT:**

Joseph Kmetz, 607 Memory Lane. Explained the ongoing issue with a neighbor not cutting the grass.

Mr. Pick, 2001 Substation Road. Thank you for the repaving of Substation Road. Asked how much trouble he would get into for cutting up an Ohio Edison pole laying across the access drive to his property. He was advised to contact Ohio Edison and not disturb the pole. Paul will follow up with Ohio Edison. Mr. Pick asked about the funding of BTA and Medina Transit, and inquired as to why the bus route did not include Substation.

Glenn Phelan, 5210 Autumnwood. Continues to request information to support the upcoming fire levy. Suggested that all departments give a monthly report on what has been spent and why, or at the very least report over expenditures by item. Chief Strazzo explained the difference in EMS funds being in a line item in the fire fund and now being in their own fund. There were several more minutes of conversation that revisited items already discussed.

**OFF CAMERA:**

Esber moved to go off camera at 8:18 PM for the signing of Warrants & Purchase Orders and any other business brought before the board as well as an Executive session for employee discipline. Witthuhn seconded. All voted yes. Motion carried.

Kusnerak moved to go into executive session at 8:33 PM for the purpose of employee discipline. Esber seconded. Requested Chief Sopkovich to join them. All voted yes.

Kusnerak moved to come out of executive session at 8:49 PM. Esber seconded. All voted yes. Motion carried.

Kusnerak moved that Ajay Johnson be placed on paid administrative leave pending an investigation. Esber seconded. All voted yes. Motion carried.

**ADJOURN:**

Esber moved at 8:58 PM to adjourn. Witthuhn seconded. 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