

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
April 9, 2019

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, April 9, 2019 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, Trustee John Witthuhn, Zoning Inspector Evelyn Czyz, Foreman Paul Magovac, Fire Chief Anthony Strazzo and Police Chief Timothy Sopkovich being present.

Kusnerak called the meeting to order at 7:00 PM and noted the meeting was properly advertised.

PRESENTATION:

Chris from the auditor's office reminded everyone that on May 4th, 2019 at 10:00 AM, is the annual Pet-Tacular at Pinnacle Sports, 313 Medina Rd, Medina.

The Auditor's Parcel Sale is Wednesday, April 24 from 9:30 am to Noon. The location of the sale will be, County Administration Building 3rd Floor Balcony Room B 144 N. Broadway Street, Medina Ohio.

US Air Force Staff Sergeant Andrew Pavell presented Chief Strazzo with an American Flag that flew over his compound while deployed to Kuwait. Andrew Pavell is a firefighter/paramedic for Brunswick Hills Township and wanted to thank Chief Strazzo for his support of military service. Strazzo thanked Andrew and stated that FF Schmitt had also presented the department flag.

MINUTES:

Witthuhn moved to approve the March 26, 2019 regular meeting minutes with one correction. Kusnerak seconded. Witthuhn - yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve the March 29, 2019, special meeting with corrections. Kusnerak seconded. Both voted yes. Motion carried.

Witthuhn gave a review of the special meeting held on March 29th, 2019. An executive session was held to discuss a confidential BWC case. The board moved to hire Hanna, Campbell and Powell to represent the township in this matter.

DEPARTMENT REPORTS:

Zoning Department:

Zoning Inspector Evelyn Czyz gave the activity report for the month of March with monies collected was \$1,998.62.

Police Department:

Chief Sopkovich thanked residents, departments and vendors for their participation in this year's Brunswick Hills Township Parade. Sunday was Breakfast with the Easter Bunny. Everyone had a great time, especially the children.

- Request to send Sergeant Chris Salveter to Supervisors' In-Service in Dublin, Ohio from May 19-20 2019. Purchase order request to Ohio Association of Chiefs of Police in the amount of \$365.00 from Account Code 2191-210-318-0000, Training. Kusnerak moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.
- Request to send SRO Tom Walsh to Ohio Police Juvenile Officers Association Training Conference in Westlake, Ohio from April 30 to May 3, 2019. Purchase order request to Ohio Police Juvenile Officers Assoc. in the amount of \$325.00 + \$10.00 Due fee total \$335.00 from Account Code 2191-210-318-0000, Training. Kusnerak – yes. Witthuhn seconded. Motion carried.
- Kusnerak asked Sopkovich if there would be any mileage reimbursement. Sopkovich stated that Officer Salveter would be using his private vehicle. Kusnerak moved to approve mileage reimbursement if needed. Witthuhn stated he would not second the motion.
- Request to send Patrolman Nick Balli to Counter Ambush Tactics for Law Enforcement in Amherst, Ohio on July 9-11, 2019. Purchase order request to OPOTA in the amount of \$400.00 from Account Code 2191-210-318-0000, Training. Kusnerak moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.
- Request to send Sergeant Eric Bors and Tom Walsh to Why Teens Kill in Richfield, Ohio on August 14, 2019. Purchase order request to OPOTA in the amount of \$250.00 from Account Code 2191-210-318-0000, Training. Witthuhn moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.
- Request to send Patrolman P. Piekut and Zachary Getto to Advanced Search and Seizure, in Elyria, Ohio on August 27, 2019. Purchase order request to Blue to Gold in the amount of \$254.00 from Account Code 2191-210-318-0000, Training. Witthuhn moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.
- Vehicle Repairs: Unit #4, Liberty Ford in the amount of \$3,266.76. Approved at the 3-26-19 meeting. Unit # 11, Conrad's in the amount of \$1,192.99.
- Sopkovich advised that the department has completed a grant through MCDAC. This is a reimbursement grant. There are areas that need completed by the fiscal officer. Kusnerak moved to approve the grant application. Witthuhn seconded. Witthuhn – yes. Kusnerak –yes. Motion carried.
- Sopkovich reminded everyone about the parking ban that is in effect from 2:00 AM till 6:00 AM. If you will have overnight parking advise the police department beforehand.
- Information surrounding leasing vehicles verses purchasing them will be presented to the board before the next meeting. Chief Sopkovich plans on asking for approval to enter into the leasing program.

Fire Department:

Chief Strazzo gave the activity report for the month of March and presented the following request.

- Request approval for the annual maintenance to the department's breathing air compressor and quarterly air analysis to be completed by Fire Safety Services in the amount of \$970. To be paid from BC #65 Scheduled maintenance. Witthuhn moved to approved. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.
- Request approval to purchase 5 sets of turnout gear including helmets, boots, gloves, hoods, pants and coats in the amount of \$12,670 to be paid from P.O. #39 Fire Force. Witthuhn moved to approve. Kusnerak – seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.
- Request approval for FF Chad Gluss to become a member of the Medina County Fire Investigation Task Force. Witthuhn moved to approve. Kusnerak seconded. Kusnerak asked for verification on with department would be paying Mr. Gluss to attend training. Strazzo advised that it would be the Brunswick Hills F.D., Witthuhn – yes. Kusnerak –yes. Motion carried.
- Advised the department assisted with a fatal house fire in Brunswick April 8th.
- Fire vehicles had the undercarriage area cleaned.

Executive session for employee discipline.

Service Department:

Magovac gave the activity report for the month of March and present the following to the board.

- Request for a PO to Melway Paving for the amount of \$105,000.00 for paving Laurel Road and S. Carpenter Road. Funds will come out of Line Items:
 - ❖ \$69,000.00, Contracted services, 2231-330-360-0000
 - ❖ \$36,000.00, Repairs and Maintenance, 2021-330-323-0000
- Close PO#134-2018 for Karvo Paving.
- Salt shed completed.
- We still have to order 475 tons to complete the salt contract for ODOT for 2018 and 2019. Concrete poured on April 1st, will order salt on April 29th, 4 plus weeks of cure time before trucks and salt delivery into the new salt shed.
- All bike signs were picked up and installed on Laurel, S. Carpenter and Plum Creek.

Kusnerak offered and moved adoption of same:

RESOLUTION # 19-2019

A RESOLUTION SUPPORTING THE CONCEPT OF BUILDING A SAFER COMMUNITY THROUGH THE MITIGATION PLAN SET UP BY THE MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY

Duly seconded by Witthuhn. Kusnerak – yes. Witthuhn – yes. Resolution adopted.

TRUSTEES' REPORT:

Mike Esber:

John Witthuhn:

Chris Kusnerak:

Kusnerak moved to approve having a key to the trustee's office made for township custodian. Witthuhn seconded. Kusnerak - yes. Witthuhn – yes. Motion carried.

FISCAL OFFICER'S REPORT:

Katherine Esber advised that there are warrants, payroll and purchase orders already approved or mentioned earlier to be signed. T&N purchase orders were as follows are:

Liberty Ford - \$3,266.76 Conrad's - \$1,680.24 C. Harris \$350.00

March bank reconciliation.

Witthuhn moved to approve the spread sheet as prepared by the fiscal officer. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.

Katherine thanked J.J. Sprinkles for the donation of cookies.

OLD BUSINESS:

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

VFW Memorial Parade will May 27, 2019.

WOW notification of adding two channels that will not cause an increase in payments.

UPCOMING MEETINGS:

Trustees: April 23rd ZC: May 2nd

BZA: May 1st

Special:

PUBLIC INPUT:

OFF CAMERA:

Kusnerak moved at 7:34 pm, to go off camera for the signing of warrants, po's and BC's; any other business brought before the board and an executive session for employee discipline. Witthuhn seconded. Both voted yes. Motion carried.

Kusnerak moved to go into executive session at 7:49 PM. Witthuhn seconded. Both voted yes. Motion carried.

Kusnerak moved to come out of executive session at 7:54 PM. Witthuhn seconded. Motion carried.

Kusnerak moved to send a letter of termination notification to probationary employee Gavin Kruchan effective the date of the letter, and authorize Witthuhn to sign on behalf of the board. Witthuhn seconded. Both voted yes. Motion carried.

ADJOURN:

Kusnerak moved to adjourn at 8:01 pm. Witthuhn seconded. Both voted yes. Motion carried.

Christina Kusnerak, Chair Trustee

Katherine Esber, Fiscal Officer

~~Michael Esber, Vice-Chair Trustee~~

John Witthuhn, Trustee