

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**March 26, 2019**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, March 26, 2019 at Brunswick Hills Township Town Hall.

Board of Trustees Chair, Christina Kusnerak, Vice-Chair Michael Esber, Trustee John Witthuhn, 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:**

**MINUTES:**

Witthuhn moved to approve the March 12, 2019 regular meeting minutes. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn recapped off camera action by the board. Held an executive session for applicant interview. Closed the executive session and offered the applicant a position with the Zoning Commission pending successful completion of pre-employment requirements.

**Zoning Department:**

**Police Department:**

Chief Sopkovich gave a report on his training. Sopkovich explained that this training was the best he has seen and participated in throughout his career. The networking with other departments on a national level added more to the experience. Sopkovich encourages anyone who has the opportunity to participate in this program to do so.

All radios have been installed, personnel can now communicate with other departments. Sopkovich is waiting for the city to contact him with an update on the status of the MARCS system.

Pro-vision has competed the installation of additional vehicle cameras, giving a continuous video of events as they happen. This will safe guard the officers, clearer information to the prosecuting attorney. The board was advised that the department has requested pricing for additional Toughbooks, lap top computers from Lighthouse.

Sopkovich told the board that Unit #2 is out-of-service and there is no intent to repair it. Unit #4 is also out-of-service at Liberty Ford, the transfer case and inspection of the wheel bearing preliminary cost was quoted at \$3,500.00. Should Liberty Ford call with an adjusted quote, Sopkovich will place the unit O.O.S. After a minute of discussion about value vs cost, approval of \$3,500.00 is the limit set. Unit #11 is having the same

issue as Unit #4. Esber moved to approve the repair not to exceed \$3,500.00. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Sopkovich, Enterprise and two trustees have met to discuss leasing options. Sopkovich will gather more information on a government vehicle leasing program which he will bring to the next meeting. This information will be shared with Strazzo and Magovac.

The police department has been busy setting up the Easter Parade and Breakfast with the Easter Bunny. Three groups submitted an essay of what they like about the township; groups are K3 – 3<sup>rd</sup>, 4<sup>th</sup> – 8<sup>th</sup>, 9 – 12<sup>th</sup>, selecting one from each group to be a parade grand marshal. Breakfast with the Easter Bunny will be at Skyview Lodge.

On May 9<sup>th</sup> and 10<sup>th</sup> there is a law enforcement training being held at RPM; “Is the Caller the Murderer”. The training is being sponsored by Medina County Prosecutor Thompson and Medina County Sheriff Miller.

The new hire for the department will return mid-April and will be present at the April 23<sup>rd</sup>, 2019 town hall meeting to be sworn in.

### **Fire Department:**

Strazzo reported on the North Fork Way house fire. The fire was contained to the attached garage; however there is smoke damage to the rest of the house. There were no injuries to the residents, children or responding personnel. Strazzo thanked City of Brunswick, Valley City, Hinckley and Strongsville fire departments for their assistance, as well as the police department for traffic and crowd control.

Fire Inspector Matt Payne has installed thirty-two Roper lock boxes and took orders for eighteen more this past Saturday. After the next twenty boxes are received the price will increase to \$35.00.

Kusnerak congratulated FPO Payne for being recognized as Fire Fighter of the Year by the City of Brunswick.

### **Service Department:**

Magovac requested a blanket certificate in the amount of \$13,000.00 from Repairs and maintenance – vehicles. Witthuhn said that this will be addressed under the fiscal officer’s report.

**Resolution 16-2019**, Ohio Department of Transportation sodium chloride purchasing agreement for the winter season of 2019/2020 to be 1,200 tons. Esber offered and moved to adopt resolution 16-2019. Kusnerak – seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Resolution adopted.

Magovac requested to accept Melway Paving for the Laurel and South Carpenter paving project. This is a joint project and the township’s share of the \$189,599.75 is \$104,421.91. Kusnerak moved to approve and issue a purchase order. Esber seconded. Esber - yes. Kusnerak – yes. Witthuhn – abstain. Motion carried.

Magovac announced that he and Esber have been reviewing the budget to find ways to get the township road maintenance on a ten year rotating schedule. There is a

possibility of a levy being placed on the November ballot. This gives ample time for research and for the community to ask questions.

**TRUSTEES' REPORT:**

**Mike Esber:**

**John Witthuhn:**

**Chris Kusnerak:**

**FISCAL OFFICER'S REPORT:**

Trustee Esber presented warrants, payroll, PO's, BC's and a reallocation of funds.

Esber moved to approve BC in the amount of \$13,000.00, repairs and maintenance – vehicles. Service. \$1,000.00 travel and training, T&N to Medina County Safety Council, \$30.00, UFCW Health and Welfare \$88.24 and Pro-Vision \$3,225.00. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Esber offered and moved to adopt **Resolution 17-2019**, Appropriations Reallocation.

Decrease 1000-110-319-0000 and Increase 1000-110-330-0000 by \$1,100.00 respectively.

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

**OLD BUSINESS:**

Tax abatement – no update.

303 project – no update.

Trash – Esber reported that a contract was being drafted within the next two weeks and forwarded for review.

Kusnerak mentioned the previous discussion of the EMA invoice and being shared cost. Kusnerak agrees with the 40% fire, 40% police and 20% township split for next year. Witthuhn asked that this be approved now to prevent it being overlooked next year. Witthuhn moved to approve the division of the future Medina County EMA invoices as 40% fire, 40% police and 20% township. Esber seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

GovDeals – Witthuhn explained the requirements the township has to adhere to and the steps to be followed to participate in an online auction. The first set is a resolution.

Witthuhn offered and moved adoption of same:

**Resolution 18-2019**

A RESOLUTION EXPRESSING THE INTENT OF THE  
BRUNSWICK HILLS TOWNSHIP BOARD OF TRUSTEES  
TO SELL PERSONAL PROPERTY THAT IS NOT NEEDED FOR  
PUBLIC USE, IS OBSOLETE, OR IS UNFIT FOR THE USE  
FOR WHICH IT WAS ACQUIRED BY INTERNET AUCTION

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

**NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:**

Witthuhn presented the job description for the township administrative assistant and moved to approve. Esber – seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried

Esber announced that the Rotary Club has donation \$1,500.00 towards the purchase of an ATV and trailer for the fire department. Esber said he didn't get any input from other departments to be included in the request for donations.

**UPCOMING MEETINGS:**

Trustees: April 9<sup>th</sup> ZC: April 4<sup>nd</sup>

BZA: April 3<sup>rd</sup>

Special:

**PUBLIC INPUT:**

**OFF CAMERA:**

Kusnerak moved to go off camera for the signing of warrants & purchase orders and any other business brought before the board. Witthuhn noted the time as 7:50 PM and seconded the motion. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

**ADJOURN:**

Witthuhn moved to adjourn. Time is 8:31 PM. Esber seconded. All voted yes. Motion carried.

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Christina Kusnerak, Chair Trustee

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Katherine Esber, Fiscal Officer

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Michael Esber, Vice-Chair Trustee

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John Witthuhn, Trustee