

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
May 28, 2019

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, May 28, 2019 at Brunswick Hills Township Town Hall.

Board of Trustees Chair, Christina Kusnerak, Vice-Chair Michael Esber, 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:

MINUTES:

Esber moved to approve the April 23, 2019 regular meeting minutes. Kusnerak seconded. Witthuhn explained that he disagrees with an addition to the off camera discussion of the board. Did the discussion happen as part of an executive session? Kusnerak defended the addition. Witthuhn – no. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn gave a recap of the April 23, 2019 off camera items. Referring to the questioned addition, Witthuhn read the added sentence that is in question, "Kusnerak inquired about the \$3,000 cost to the law firm Walter/Haverfield and what is approved is the document discussed in executive session, it was". There was discussion of the pretesting for the proposed full time firefighters. Witthuhn reported that he asked Kusnerak if she was against the hiring of any full time firefighters and she replied, "That is correct". Witthuhn moved to pay the OTARMA insurance annual invoice in the amount of \$37,764.00, which was approved.

Kusnerak announced that May 9th special meeting and the May 14th regular meeting minutes are not ready at this time.

Zoning Department:

Witthuhn reported that two applicants were interviewed for the alternate position with the zoning commission. The opening was offered to one and the other is in reserve.

Esber asked if there was to be any discussion about the yard/debris cleanup. Esber stated he knew there were two letters and another needed to be added. The board continued to discuss the issue for several minutes with all giving information as to steps that have been taken and those that need the prosecutor's review. Kusnerak advised that she met with Medina County planning services director Ron Henwood who explained that the community block funds could assist with the cost of implementing a course of action for unsafe buildings. Kusnerak believes the township should attempt to work with the property owner before taking any other course of action.

Police Department:

Chief Sopkovich advised the board that the grant applied for through the Medina County Drug Task Force was unofficially accepted. The department will receive \$30,600.00 which is approximately 86% of SRO Walsh's pay. This will allow for a D.A.R.E. program to be started. Esber asked if this is a reimbursement type grant. Sopkovich and Kusnerak said no. Evelyn Czyz advised that the funds must be used for salaries only.

Sopkovich requested approval on the Master Equity Lease Agreement with Enterprise Fleet Management. Attached agreement and vehicle pricing to lease (2) Dodge Durango's and (1) Dodge Charger. Payments to Enterprise from Account Code 2191-760-750-0000, Motor Vehicle. The Chief and Board discussed the benefits to the department, type of vehicles to obtain and other aspects of the agreement. Esber clarified that this is just to move forward with the process? Sopkovich assured that once signed he would bring everything back before the board. Witthuhn expressed concern regarding leasing an unmarked vehicle, as it seemed to be not financially prudent and requested reconsideration. Esber moved to approve entering into the Master Leasing agreement with Enterprise. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Esber inquired about the need to approve Kusnerak to sign the agreement. Esber moved to authorize Kusnerak to sign the leasing agreement on behalf of the township. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Fire Department:

Strazzo requested to move forward with the fulltime Firefighter/Paramedic positions, which includes testing procedures and related expenses. There was discussion as to the cost, type of testing and length of time to begin. Esber asked if this was permission to start the testing, Strazzo said yes. Witthuhn clarified that the request is for three full time positions and testing. Strazzo said yes. Esber moved to approve the start of the application process for full time employment. Witthuhn asked if the motion is for three full time positions included testing, Esber said yes. Witthuhn seconded. Kusnerak – no. Esber – yes. Witthuhn – yes. Motion carried.

Strazzo gave a recap of the ISO grading and reported on items that has allowed the department to drop from 5 to 3.

Strazzo gave a recap of the potential county drone program.

Esber advised Strazzo that the rotary has committed \$1,500.00 to the fire department.

Service Department:

Magovac requested to hire Aero-Mark for the amount of \$1,550.00 for striping Laurel Road from Substation Road to Brunswick Hills Township line. Paid from BC#27, Contracted Services. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Magovac requested permission to sign a septic approval letter for a resident. After some discussion Esber moved to approve the request. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Magovac requested an additional two days of continuous wage for Dave Richardson. Esber asked if the executive session would be held off camera. Kusnerak stated no it was an injury and he is back to work. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak –yes. Motion carried.

Magovac advised the board that Seasons Pass is experiencing a sinkhole issue similar to Molland. The process was explained in depth and the road will be closed for an unknown period of time. Medina County will be doing the repairs and the funds will come from the drainage assessment fund. Projected cost is between 35 and 40 thousand dollars.

TRUSTEES' REPORT:

Mike Esber:

Readdressed the donation request of \$2,500.00 for a fireworks display at Summer Celebration, separate from the City of Brunswick. Esber attended a rotary breakfast where he learned that the marching band was going to London in 2020. Esber suggested donating the funds to the marching band for their trip to London next year. After additional discussion the board chose to explore donating to the marching band before committing funds for fireworks.

John Witthuhn:

Chris Kusnerak:

FISCAL OFFICER'S REPORT:

Katherine Esber presented warrants, po's and bc's to be signed by the board. Katherine stated the payment amount and vendor information. Witthuhn moved to approve the items as stated. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak –yes. Motion carried.

OLD BUSINESS:

Esber asked about setting a special meeting to discuss the rubbish collection bid specifications or conduct it in a regular meeting. The board agreed to June 17th or the 24th for a special meeting with Beth Biggins-Ramer. Esber will follow up with Medina County representatives for their availability.

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

UPCOMING MEETINGS:

Trustees: June 11th ZC: June 6th
BZA: June 5th
Special:

PUBLIC INPUT:

Robert Murphy, 4041 Foskett. Where are the payment lists for 2016? They are not with the minutes. Kusnerak explained they are in the minute book, filed differently. Murphy wants the payment list to be filed with the minutes, not separately.

Murphy wanted to know what happened with the township receiving the land from Ohio Edison where the township garage is located. Ohio Edison decided not to transfer the property.

Murphy wants the board to personally donate the \$2,500.00 to the band and be done. Thank you and God Bless.

OFF CAMERA:

Kusnerak moved to go off camera for the signing of warrants & purchase orders and any other business brought before the board. There is an executive session for applicant interview. Esber seconded. Witthuhn noted the time to be 8:15 PM. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Esber moved to go into executive session for applicant interview, time 8:18 PM. Kusnerak seconded. All voted yes. The applicant and Chief Strazzo were invited in. Motion carried.

Kusnerak moved to come out of executive session at 8:35 PM. Witthuhn seconded. All voted yes. Motion carried.

Kusnerak moved to offer Carol Bianchi part time position as the administrative assistant to the fire department at the rate of \$13.25/hour pending successful completion of all pre-employment requirements. Witthuhn seconded. All voted yes. Motion carried.

Witthuhn addressed a request from zoning board members for training concerning Roberts Rules of Order. Kusnerak suggested contacting the prosecutor’s office. Witthuhn will follow-up with the prosecutor’s office for possible training session. Witthuhn also advised of request for some board members to receive additional pay when working significant hours for meeting preparation or investigation. Kusnerak not sure how to define “extra hours”. No decision made.

ADJOURN:

Esber moved to adjourn. Time is 8:56 PM. Witthuhn seconded. All voted yes. Motion carried.

Christina Kusnerak, Chair Trustee

Katherine Esber, Fiscal Officer

Michael Esber, Vice-Chair Trustee

John Witthuhn, Trustee