

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
July 9, 2019

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

Board of Trustees Chair Christina Kusnerak, V-Chair Michael Esber, Trustee John Witthuhn, Assistant Chief Haas, Zoning Inspector Evelyn Czyz, Police Chief Tim Sopkovich and Service Foreman Paul Magovac.

Kusnerak 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 stated that the CAUV papers are due next week and that the new appraisals will arrive by the end of August. There is also a coloring contest for kids and adults. All the information can be located on the auditor's website. Deadline is July 31, 2019.

Beth Biggins-Ramer of Medina County Solid Waste District was invited to sit at the dais with the Board of Trustees to review and discuss the Invitation to Bid for a rubbish contract with Brunswick Hills Township. There was approximately forty-seven minutes of discussion. During the review of the Invitation to Bid paperwork, a schedule for actions by the Trustees that are required was discussed and completed. The dates in the invitation were adjusted as needed. There is a requirement of placing the legal ad inviting trash haulers to bid, which requires a date in which the bids will be opened, at that time a date to award the contract is set. Mr. Murphy and Mr. Goodyear expressed concerns about the opt-out clause as well as the supposed benefit of reducing the amount of heavy trucks traveling through the township. Kathleen Scheutzwow also addressed the opt-out, giving a suggestion of having the hauler send the letter to residents to renew their opt-out status. Mrs. Murphy asked about investigating non-compliance. The public is welcome to attend the pre-bid meeting; however, it will not be open to public input.

MINUTES:

Esber moved to approve the June 25th Regular meeting minutes. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Zoning Inspector Czyz reported that monies collected in the month of June was \$2,090.57.

Zoning Commission public hearing scheduled for July 11th has been cancelled due to Terry Properties request being withdrawn.

Witthuhn advised that there is a "Mock Hearing" training for the BZA being held by the prosecutor's office. Witthuhn moved to approve ten members of the zoning boards to attend the "Mock Hearing". Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Police Department:

Sopkovich requested to purchase (3) Atlantic Signal Comtac V Headset with SF PTT radio remote for Harris XL185.in the amount of \$3,625.00 from Account Code 2191-210-490-0000, SWAT. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to issue a purchase order to Atlantic Signal Comtac in the amount of \$3,625.00. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Sopkovich presented City of Brunswick Dispatch Invoice. Payment from Account Code 2191-210-370-0000 in the amount of \$35,019.96. After some discussion the matter was tabled.

Sopkovich requested to terminate phone and internet services provided by Spectrum and enter into an agreement with Wow. Witthuhn moved to approve, to include Kusnerak signing on behalf of the township. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Fire Department:

Witthuhn offered and moved adoption of same:

Resolution 27-2019

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

Items are; one Kenwood Battery Charger, one ACTivator VI Two-Way Radio Battery charger – Model TBC_60, two working Polaroid One-Step Cameras, Canon Digital Video Camcorder – Model NTSC ZR80 and one DeWalt 24V variable speed Sawzall.

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

Assistant Chief Haas read the report for the month of June.

Request executive session for part-time firefighter employee interview

The department received the Ohio Department of Public Safety Division of EMS 2019-2020 EMS Grant in the amount of \$2,690.00. This is a non-matching grant meaning the department does not have to match funds, but is limited to the "approved" item list provided by the State of Ohio. At this time the department is looking at equipment which needs to be upgraded and/or replaced.

Service Department:

Magovac gave the activity report for June.

Request to have brakes and tie rod ends replaced on the Ford F250 by ESS for the amount of \$2,656.52 paid from BC#89. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Magovac requested to purchase 13 signs from Judco for the amount of \$649.35, they are 13 high visibility signs (36X12) at \$49.95 each. "BRUNSWICK HILLS TOWNSHIP" Green sign with white letters. Signs will be placed throughout the township when entering the township. Paid from General Fund. Kusnerak explained that the current signs are too hard to read. It was stated that the signs are a part of the township comprehensive plan. After some discussion the matter was tabled.

Paving is planned on Thursday and Friday this week for Laurel and South Carpenter Road. A request for additional funds in the amount of \$2,500.00 to Melway Paving for grinding joint areas for the Laurel/South Carpenter project. Witthuhn moved to approve. Kusnerak seconded. Esber – yes Witthuhn – yes. Kusnerak – yes. Motion carried.

TRUSTEES' REPORT:

Mike Esber:

John Witthuhn:

Recap of the off camera items for the June 25th meeting. The township policy is to have prior approval to duplicate any key. The board approved a key to be made for the Fire Department Administrative Assistant.

Chris Kusnerak:

Kusnerak advised the board that the state passed a cemetery grant and would like to move forward with applying for the grant on behalf of the township. Esber moved to approve applying for the grant. Witthuhn seconded, adding, to authorize Kusnerak to sign the documents. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

FISCAL OFFICER'S REPORT:

Katherine Esber reported that there are warrants, June bank reconciliation, two purchase orders, a reallocation of funds for police and a resolution accepting the 2020 preliminary budget.

PO for WEX bank in the amount of \$10,000.00 fuel. Police

T&N PO to the Gazette for a legal ad in the amount of \$296.34. Fire

Witthuhn moved to approve the purchase orders as stated. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried

Resolution 28-2019 Reallocation of Funds:

Reducing line item 2191-220-251-0000, Uniform, Tools & Equipment Reimbursement.
Increasing Line item 2191-210-190-0000, Salaries by \$10,000.00 respectively.

Kusnerak offered and moved adoption of same, Resolution 28-2019. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Resolution 29-2019 Accepting the Preliminary 2020 Budget.

Preliminary budgets must be to the Medina County Auditor by the 15th of July, 2019. All departments have submitted their reports and the fiscal officer has completed the preliminary report to be submitted.

Kusnerak offered and moved adoption of same, Resolution 29-2019. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Katherine announced that the audit results have been received for the 2017/2018 township audit, with minor recommendations. Witthuhn moved to authorize Kusnerak to sign the letter as the chair on behalf of the board. Kusnerak seconded. Eber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

Esber announced an invitation to Sumner Breeze at Plum Creek Assisted living on August 8th, 2019, 6:00 PM – 7:30 PM. Cost is \$20.00 per person. Esber moved to approve payment and attendance of the trustees and zoning inspector. Kusnerak seconded. Witthuhn – yes. Esber – yes. Esber – yes. Motion carried.

UPCOMING MEETINGS:

Trustees: July 23rd
ZC: July 11th (Public Hearing Cancelled.)
BZA: ~~August 7th~~-Cancelled
Special:

PUBLIC INPUT:

Mr. Goodyear, 691 Pearl Road. Congratulated the fire department on their recent award. Goodyear explained that although full time will be necessary in the future he believes that station staffing should be 4 persons, with two persons at each station for a more even coverage of the township. Mr. Goodyear explained that when station two is manned, the south end residents are vulnerable and vice-a-versa. The township will not get smaller.

OFF CAMERA:

Kusnerak announced there will be an executive session for employee discipline, a confidential BWC matter and an employee interview. Kusnerak moved to go off camera at 8:39 PM for the signing of warrants and purchase orders. Esber seconded. All voted yes. Motion carried.

Witthuhn moved to go into executive session at 8:49 pm for the purpose of applicant interview, confidential BWC matter and employee discipline. Kusnerak seconded. All voted yes. Motion carried.

Kusnerak moved to come out of executive session at 9:13 pm. Esber seconded. All voted yes. Motion carried.

Kusnerak moved to not settle the current BWC claim per recommendation. Esber seconded. All voted yes. Motion carried.

Witthuhn moved to offer part time firefighter position to Paul Appleton pending successful completion of all pre-employment requirements. Esber seconded. All voted yes. Motion carried.

Kusnerak moved to place Brian Dalziel on paid administrative leave pending the outcome of an investigation. Witthuhn seconded. All voted yes. Motion carried.

ADJOURN:

Kusnerak moved to adjourn at 9:19 PM. Esber seconded. All voted yes. Motion carried.

Christina Kusnerak, Chair Trustee

Katherine Esber, Fiscal Officer

Michael Esber, Vice-Chair Trustee

John Witthuhn, Trustee