

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
July 23, 2019

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, July 23, 2019 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, V-Chair Michael Esber, Trustee John Witthuhn, Chief Anthony Strazzo, 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:

MINUTES:

Esber moved to approve the July 9th Regular meeting minutes. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Witthuhn reported that all of the zoning board's positions are filled.

Police Department:

Chief Sopkovich presented the board with the following requests:

- Vehicle repairs: Unit #11 - \$763.13. Unit #7 – \$985.90 and is OOS again, however, this repair will be under warranty. Unit #6 - \$398.35.
- Agreement with Enterprise is still in process waiting for a response from the prosecutor's office.
- Request to Purchase 8 Electronic Citation Software from TAC computers. Purchase order requests to TAC computer in the amount of \$4,175.00 from Account Code 2191-210-430-0000 Small tools minor equipment. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Sopkovich inquired about the dispatch invoice being paid with fire paying half. Esber said he was agreeable for fire to pay 15%. Kusnerak stated 20%. Sopkovich stated his reason for expecting a 50/50 split. Witthuhn brought up the EMA invoice from three or four years ago and reminded everyone that the EMA invoice will be shared by the departments with a 40%, 40%, 20%, but that took several years to be decided and suggested waiting until next year to change the percentage. Chief Sopkovich and Chief Strazzo gave statistical information and personal interpretation of the situation to support their particular opinion. Esber stated that everyone needs to work together. Kusnerak asked about 18%. Esber agreed and moved for fire to pay 18% and police to pay 82% of the 2019

invoice to the City of Brunswick, total \$ 72,639.72. Kusnerak seconded. Witthuhn – abstain. Esber – yes. Kusnerak – yes. Motion carried.

Fire Department:

Strazzo advised the board that the dispatch invoice would need to wait until he had the opportunity to move funds. Strazzo continued with items to be addressed.

- Request a purchase order in the amount of \$196,694.00 from line item 2281-760-750-0000 Motor Vehicles (EMS Fund) to PFUND Superior Sales Co. Inc. for the purchase of a 2019 Ford E-450 Lifeline Ambulance. This is the second vehicle purchased under the rescue squad replacement program. Last rescue squad purchased in 2016. This will replace one of the 2 squads purchased 12 years ago after an evaluation into their condition both are deemed to be in poor condition. Next squad to be received in 2024. Esber moved to approve the purchase and to have Witthuhn sign on behalf of the township all appropriate paperwork. Kusnerak seconded. Witthuhn – yes. Kusnerak –yes. Esber – yes. Motion carried.
- Strazzo also requested to purchase the Stryker cot and lift as well as a new stair chair at a cost of \$50,706.48. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.
- Strazzo reported on the repairs to Squad 27-1 being completed by Boston Automotive, at a cost approximately \$1,800.00. Kusnerak moved to approve. Esber – seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.
- Request to send two members to the Lorain County Water Shuttle Events. Typically a senior member is accompanied by a rookie, this is the best training for a new member. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Strazzo gave a status report on the hiring process. Nineteen applications were received with two disqualified for incomplete application paperwork, two no shows, fifteen tested and four did not pass the test. Interviews of the remaining eleven are in process.

IT has informed Strazzo that one of the current computers at station two has a hard drive that is failing and needs replaced. Strazzo will contact the board when a decision is made.

There are volunteers out painting the yellow tops of the hydrants.

Service Department:

Discussion to purchase 13 signs from Judco for the amount of \$649.35.

13 high visibility signs (36X12) at \$49.95 each. Green with white letters. Signs will be placed throughout the township when entering the township. Paid from General Fund. Tabled for now.

Request to hire and have a PO to 880 Construction, for concrete pad replacement, for the amount of \$41,972.40. Funds will come from:

2231-330-420-0000, Operating Supplies, \$30,000.00
2031-330-420-0000, Operating Supplies, \$11,972.40

Five bid documents were sent out to Set In Stone - Sable Asphalt - KP Concrete - Konstruction King – 880 Construction. After some discussion about the project Kusnerak moved to approve the purchase from 880 Construction. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Request to close PO# 13 (Morton Salt) and PO# 84 (DJL Material). Kusnerak moved to approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Request to spend no more than \$2,000.00 with Medina Supply for concrete for various pads on Aldersyde (prior phone approval). Funds will be paid from a BC. Esber – moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Magovac asked for a letter to be sent to the Medina County Health Department, granting permission for 2380 W. 130th to discharge in the ditch. Magovac will send the letter. Esber moved to approve. Witthuhn – seconded. Kusnerak – yes. Witthuhn – yes. Esber –yes. Motion carried.

Magovac advised the board that research is in-process for a replacement table. The high priced, recycled plastic table are more expensive; however, they will last close to 17 years and can be moved if the township ever relocates.

TRUSTEES' REPORT:

Mike Esber:

John Witthuhn:

Chris Kusnerak:

Kusnerak reported that she has received the application for the cemetery grant which can be applied for every two years. Deadline is August 14th 2019 and is a matching grant. The township has to provide supporting documents of thousand dollar being available.

FISCAL OFFICER'S REPORT:

Katherine advised that there are warrants, next week's payroll and the PO's that were requested tonight to sign.

OLD BUSINESS:

Esber offered and move to approve:

Resolution 30-2019

IN THE MATTER OF THE BRUNSWICK HILLS TOWNSHIP INVITATION TO BID FOR THE COLLECTION, TRANSPORTATION AND DELIVERY FOR DISPOSAL OR PROCESSING OF RESIDENTIAL SOLID WASTE AND RECYCLABLE MATERIALS GENERATED IN AND COLLECTED FROM RESIDENTIAL UNITS AND TOWNSHIP FACILITIES IN BRUNSWICK HILLS TOWNSHIP

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

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

UPCOMING MEETINGS:

Trustees: August 13th
ZC: August 8th
BZA: ~~August 7th~~-Cancelled
Special:

PUBLIC INPUT:

Roger Rose, Oakhill asked the board about residences that are not here in the winter months. The board advised that there is a "Snow Bird" clause in the contract. There was some discussion about the opt-out clause. He also thanked the police department for coming out and actually walking around their home.

Kelly Lardo, 690 Helen- 4995 Cabernet, talked with the board about an abandon house.

Ron Wetterman 1085 Substation, asked if the board followed through with donating funds to the band. It is still in process, there are some other things that have to be looked into.

OFF CAMERA:

Kusnerak moved to go off camera at 8:06 pm for the signing of warrants, purchase orders, blanket certificates, an executive session for employee discipline and any other business brought before the board. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to go into executive session at 8:15 pm for the purpose of employee discipline. Chief Strazzo was invited in. Esber seconded. All voted yes. Motion carried.

Esber moved to come out of executive session at 8:43 pm. Witthuhn seconded. All voted yes. Motion carried.

Witthuhn moved to remove Brian Dalziel from paid administrative leave and return to regular duty effective immediately without restriction as confirmed by the prosecutor's office. Esber seconded. All voted yes. Motion carried.

Discussion of progress with the MARCS radio upgrade with Brunswick Hills Township and City of Brunswick. Medina County responders had issues with communicating during Wayne County call-out for the all hazards/water rescue team due to no MARC'S/Harris radio communication in place yet. Update by Chief Strazzo.

ADJOURN:

Kusnerak moved to adjourn at 8:53 PM. Esber seconded. All voted yes. Motion carried.

Christina Kusnerak, Chair Trustee

Katherine Esber, Fiscal Officer

Michael Esber, Vice-Chair Trustee

John Witthuhn, Trustee