

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**August 27, 2019**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, August 27, 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 August 13, 2019 regular meeting minutes. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Witthuhn advised that the board held an executive session for employee discipline with no action taken by the board.

**DEPARTMENT REPORTS:**

**Zoning Department:**

**Police Department:**

Kusnerak moved to go into executive session at 7:02 PM for employee discipline with Chief Sopkovich. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried

Kusnerak moved to come out of executive session at 7:12 pm. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried

No board action taken.

Sopkovich thanked everyone that donated school supplies this year. Not only did students receive assistance, but there were extra supplies that the department donated to the schools.

Sopkovich addressed the issues of bullets hitting and penetrating homes, there has been two such incidents over the past weekend. Although discharging firearms in the township is legal, residents need to be more cautious when firing a gun. Those shooting need to ensure the back stop is adequate. Residents can find recommended standards on the NRA website.

Request to Purchase (2) Panasonic Toughbook CF-54 in the amount of \$4,144.00. Purchase order request to Lighthouse Solutions in the amount of \$4,200.00 from Account Code 2191-760-740-0000, Machinery Equipment Furniture. Esber –

moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Request to purchase (1) Harris XL-185 Portable Radios. Purchase order request to Cleveland Communications Inc. in the amount of \$4,030.00 from Account Code 2191-760-740-0000, Machinery Equipment Furniture. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Request to send Patrolman Wayne Fisher to The Ultimate Training Officer at Tri-C in Parma, Ohio on December 4-5, 2019. Purchase order request to Calibre Press in the amount of \$279.00 from Account Code 2191-210-318-0000, Training. Esber moved to approve. Kusnerak seconded. Witthuhn asked about mileage reimbursement. Sopkovich explained that Fisher will be traveling from home and no mileage will be paid. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Accept the donation of (4) new Ford Expedition rims for Unit #3 from Kenneth Robertson with Xtreme Green HVAC Solutions. Kusnerak moved to approve the donation of rims with an estimated value of \$1,000.00. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

### **Fire Department:**

Request approval for new tires, alignment and all other costs for squad 27-2 in the amount of \$1,807.31 to be paid from BC #74 Vehicle Repairs and Maintenance (EMS). Kusnerak moved to approve. Witthuhn seconded after insuring the price of the tires are at state bid level. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Request approval for FF Dan Woll to attend Tri-C Fire Blended Instructor Class Starting in September and ending in November. Cost of class is \$600 to be paid from P.O. #41. Dan Woll has offered to assist with Monday night training and needs this class to be an instructor. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Request P.O. to Security and Polygraph Consultants in the amount of \$1,000 from line item 2192-220- 319-0000 other professional and technical services. Esber moved to approve. Witthuhn seconded. Kusnerak –yes. Witthuhn – yes. Esber – yes. Motion carried.

Strazzo explained that the rates for service has not been reviewed or adjusted in well over five years and requested the following amounts for services be approved as listed. Strazzo explained that accepting what insurance pays stands; we do not hard bill.

- ❖ ALS (Advanced Life Support) 2      \$800.00
- ❖ ALS 1                                      \$650.00
- ❖ BLS (Basic Life Support)              \$600.00
- ❖ Mileage                                    \$ 12.00 per mile.
- ❖ Non-Transport                          \$125.00 (Only when medical/medicine is given)

The new rates will take effect October 1, 2019. Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Upgrade to Lifepak 15 modems. Due to partnership between BHFD and SW General the Township will only have to purchase 1 modem while SW General will donate the second one to the Township. Cost of modem is \$723. This upgrade has to be done as the 3G service which the modems currently run on will be discontinued by Verizon in December 2019.

Brunswick Hills Fire Department paid their respects at Mr. Thomas funeral; he was a former member of the department as well as a past trustee for the township

MARCS -Radio update, radio shipment received.

Strazzo thanked Victoria for donating a patio set to the fire department association.

Strazzo thanked Marcus Haney for painting fire hydrants for two days.

### **Service Department:**

Request to close two BC's: BC#27 and BC#31. Esber moved to approve. Kusnerak seconded the motion and advised Magovac that the board doesn't need to approve the closing of blanket certificates, only the purchase orders. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Request to hire Tree Maintenance for the amount not to exceed \$1,500.00 to remove trees on Montgomery property. Esber moved to approve. Witthuhn seconded. The board and Magovac discussed which line item to use. The board agreed to fund the purchase order to Tree Maintenance from 1000-110-360-0000.

Request for a motion to place add in Medina County Gazette for license plate tax public meetings. The board and Magovac discussed placing a legal add in the paper as required to establish a five dollar increase for license plates. This actions requires a resolution, two public hearings. The board set those hearings with the first being September 24<sup>th</sup>, 2019 at 6:00 PM, before the regular meeting and the other being a special meeting on October 3, 2019 at 6:00 PM. Witthuhn moved to approve. Esber – seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes, Motion carried.

### **TRUSTEES' REPORT:**

#### **Mike Esber:**

Esber moved to pay \$12.98 to Brunswick True Value. All the trustees agreed that better control of who can purchase on behalf of the township utilizing charge services is needed. Kusnerak seconded. Witthuhn – yes. Kusnerak –yes. Esber – yes. Motion carried.

#### **Chris Kusnerak:**

#### **John Witthuhn:**

### **FISCAL OFFICER'S REPORT:**

Katherine Esber has warrants, payroll and purchase orders for trustees signatures. There are two spread sheets for approval; Katherine read the items not addressed during this evening department reports.

- For the police department:
  - ❖ Blanket Certificate for Repairs and Maintenance - \$1,000.00
  - ❖ Purchase Order to Auto Trim for vehicle marking. - \$3,500.00
- Fiscal Officer spread sheet:
  - ❖ BC for hospitalization in the amount of \$40,000.00 – Service Department. Police - \$160,000.00.
  - ❖ Two PO's- Time Warner in the amount of \$213.06 and \$398.33.

Witthuhn moved to approve both spread sheets. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Katherine presented a resolution for appropriation reallocation for the police department: increasing machinery, tools and furniture and decreasing workers compensation by \$9,000.00 respectively.

Kusnerak moved and moved adoption of **Resolution 32-2019** as stated by the fiscal officer. Esber – seconded. Witthuhn –yes. Kusnerak –yes. Esber – yes. Resolution adopted.

#### **OLD BUSINESS:**

#### **NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:**

Witthuhn informed the board that the township is no longer under contract with WOW for Station One and Two. With a new contract the internet speed will be increased and the cost decreased. Station One will add a phone line, as well as the capability for the phone to ring at both stations simultaneously. Esber moved to authorize Witthuhn to enter into a three year contract with WOW and sign on behalf on the township. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Esber brought up seeing a grant available from Ohio Greenspace Conservation. After a minute of discussion Witthuhn moved to authorize Esber to complete and sign the Ohio Greenspace grant on behalf of the township. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes.

Esber announced that Heritage Farms to having a four man scramble fund raiser to fund the moving of items from the middle school to the farm for preservation. The golf outing is eighty-five dollars for eighteen holes. The event is on April 25<sup>th</sup>, 2020. For more information contact Chad Gibson at 216-469-9241 or Sam Boyer at 330-441-0292.

Witthuhn informed the board and audience that on September 11<sup>th</sup> St. Ambrose is having a “Concert for Peace”. The event will begin at 7:00 PM.

#### **UPCOMING MEETINGS:**

Trustees: September 10<sup>th</sup> ZC: September 5<sup>th</sup>  
BZA: ~~September 4<sup>th</sup>~~ Cancelled  
Special:

**PUBLIC INPUT:**

Mrs. Wetterman, 1085 Substation Road, expressed gratitude to the person that reported seeing her in a ditch and believed that she was dead. The police department came out to check on her. Patti also thanked Sopkovich for following her home due to the head light on her motor cycle being out.

**OFF CAMERA:**

Kusnerak moved to go off camera for the signing of warrants, PO's, BC's and any other business brought before the board. Witthuhn seconded at 8:09 PM.

**ADJOURN:**

Witthuhn moved to adjourn at 8:30 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