

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
September 10, 2019

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, September 10, 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:

MINUTES:

Esber moved to approve the June 24th Special Meeting minutes. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Witthuhn moved to approve the August 27th meeting minutes as amended. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Czyz announced that she had no report; however, the BZA meeting scheduled for October 2nd has been cancelled.

Police Department:

Sopkovich reported complaints about the “new” striping on Grafton and Boston. The department will enforce how the road is striped.

Sopkovich gave an updated report on the transfer to WOW dark fiber from Spectrum and give Spectrum the required 30 day notice.

Request to send Sergeant Eric Bors and Tom Walsh to ALICE National Conference in Cleveland, Ohio on October 3 and 4th, 2019. BC #45 Training, in the amount of \$1,300.00 from Account Code 2191-210-318-0000. Each officer will be using his own vehicle, no hotel required and no mileage reimbursement. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Fire Department:

Assistant Chief Haas read the department activity report for the month of August.

Request a PO to Cleveland Communications in the amount of \$1,850 for radio programming fees to be added to the Medina Harris Radio System. \$50/radio x 37

radios. Line item 2192-220-360-0000 Contracted Services. After some discussion the board agreed to wait and allow Witthuhn time to investigate the cost.

Requested an executive session for the purpose of employee interview.

Witthuhn presented a request for James Marrelli to be rehired, waving pre-employment requirements with the exception of a drug test. Witthuhn moved to approve the request upon completion of a successful drug test. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn informed the board that FF Koerper has requested permission to keep his Lieutenant helmet shield. The department now uses a generic helmet shield and the lieutenant shield would be put out of service. Witthuhn moved to approve giving Koerper the shield. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn presented a leave of absence request from FF Perlatti from September 16th through November 1, 2019. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn gave an updated report on the firewall/VPN issue presented by the township IT vendor. Lighthouse advised that the current equipment and software should be replaced in approximately a year and it would be in the best interest of the township and fire department to complete the upgrades before the new phone system is installed. The cost is \$2,850.00 for the equipment and three-year threat protection with the township paying 25% (\$712.50) from 1000-110-319-0000 and the fire department paying \$2137.50 from 2192-760-740-0000. Witthuhn moved to approve the purchases and agreements from Lighthouse Solutions with township paying \$712.50 from 1000-110-319-000 and fire paying \$2137.50 from 2192-760-740-0000. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Service Department:

Magovac read the August activity report.

Reminder of dates for license plate tax public hearing meetings. September 24, 2019 at 6 pm and October 3, 2019 at 6 pm here in town hall.

Vehicle repairs were made on the 2011 international at ESS for the amount of \$1,325.39. Work that was done brakes checked, adjusted, greased and a pulley was replaced in the engine compartment. To be paid from a current BC. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

TRUSTEES' REPORT:

Mike Esber:

Chris Kusnerak:

John Witthuhn:

FISCAL OFFICER'S REPORT:

Katherine Esber reported that there are warrants, payroll and the August bank reconciliation to be signed. The following are T&N PO's for invoices and one corrected purchase order.

Medina Sanitary Engineers	\$165.50	Police	From water & sewer
Verizon Wireless	\$477.21	Police	From cell phones

The third purchase order was closing one that was charged to the fire department funds and issuing a new one using the police funds from machinery, tools and furniture in the amount of \$4030.00.

Witthuhn moved to approve the action taken by the fiscal officer. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

OLD BUSINESS:

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

Esber informed the board that Key Bank is having an October Fest.

UPCOMING MEETINGS:

Trustees: September 24th ZC: October 3rd
BZA: ~~October 2nd~~ Cancelled
Special: September 24th, 2019 at 6:00 PM – License Tax

PUBLIC INPUT:

Gene Jasinski of 2307 Pearl Road wanted to introduce himself to the board as he has purchased 2307 Pearl and is moving his business there. Gene is the owner of Heidi's Towing.

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. There will be an executive session for an applicant interview. Witthuhn seconded at 7:24 PM. Esber – yes. Kusnerak – yes. Witthuhn - yes. Motion carried.

Witthuhn advised that the Zoning Commission has requesting to hold a training session and asked for suggested topics. The board suggested procedures, Roberts Rules of Order, swearing in of developers/others; question and answer session to be held by the prosecutor's office; hopefully in November. Will open up to other townships.

Esber moved to go into executive session for the purpose of an applicant interview at 7:48 PM. Kusnerak seconded. All voted yes. Motion carried.

Kusnerak moved to come out of executive session at 8:11 PM. Esber seconded. All voted yes. Motion carried.

Esber moved to offer John Otcasek part time employment as a firefighter pending successful completion of all pre-employment requirements. Kusnerak seconded. All voted yes. Motion carried.

ADJOURN:

Kusnerak moved to adjourn at 8:12 PM. Esber seconded. All voted yes. Motion carried.

Christina Kusnerak, Chair Trustee

Katherine Esber, Fiscal Officer

Michael Esber, Vice-Chair Trustee

John Witthuhn, Trustee