

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**September 24, 2019**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, September 24, 2019 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, V-Chair Michael Esber, Trustee John Witthuhn, Chief Anthony Strazzo, and Tim Sopkovich.

Kusnerak called the meeting to order at 7:00 PM and noted the meeting was properly advertised.

**PRESENTATION:**

Chief Strazzo presented Matt Benigni to be publically promoted to the rank of Lieutenant. Kusnerak gave the oath of office to Mr. Benigni who was accompanied by his wife Sara and her father.

**MINUTES:**

Esber moved to approve the September 10, 2019 regular meeting minutes. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

**DEPARTMENT REPORTS:**

**Zoning Department:**

Witthuhn reported that monies collected for the month of August was \$3,882.91.

**Police Department:**

Chief Sopkovich reminded everyone that the deer are on the move, he also reported that the trapping company has been called due to fox and coyote activity. Keep an eye on your small pets.

Sopkovich thanked Michael Esber for his donation of small toys. A thank you was extended to Judd's for the muffler repair to the SRO vehicle (Unit 3) at no charge.

The upcoming October events are Open house – Plum Creek – Trick or Treat.

Chief Sopkovich stated that the department will have their "Light up the Station" program again this year. This is a way for those less fortunate to have a better holiday. River Oaks Nursery is donating a live eight (8) foot Douglas fir to be planted at the station, Mario and Karen Cekada will also do the planting at no charge. After some discussion the estimated price of the tree was set at \$300.00. Esber moved to accept the donation and thank them. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

**Fire Department:**

Chief Strazzo presented the following requests and announcements:

Request P.O. and approval to purchase (1) 2020 Ford F250 Pickup from Bob Gillingham Ford in the amount of \$28,763.00 from line item 2192-760-750-0000 (Vehicles). Non State Bid item, under mandatory bid amount. Replaces Truck 24 a 1996 F250. Witthuhn moved to approve the purchase, issue a purchase order and authorize him to sign on behalf of the township. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Strazzo announced that the Assistance to Firefighters (federal radio) Grant applied for in 2018 has been granted in the amount of \$130,155.23. One of the provisions of the grant is the department to adopt the Federal Government policies related to AFG grant. Policies to be adopted into general fire department policies and procedures. Federal policy 2CFR200; 600 sections, 601 management – 602 Record Retention 3yrs – 603 Procurement Policy per grant application. The board and Chief Strazzo discussed the policy and how it will affect the grant. Esber moved to adopt the federal grant policy as presented. Witthuhn seconded. Kusnerak – yes. Kusnerak – yes. Esber – yes. Motion carried.

MARCS Radio update. The department is up and running on the MARCS radio system. There are a few issues between the Harris and Marc's system that are being addressed. Witthuhn asked about communications with Strongsville; Strazzo reported that they added our radio information into their system at no charge and it's functioning.

Lt. Chuck Cali has been appointed interim Pilot in Charge (PIC) of the Medina County Drone Team. Team is newly formed under the EMA and All Hazards Team. Team will be composed of both fire, police and EMA personnel.

Open House October 6<sup>th</sup> from noon till 3:00 P.M. at Fire Station Two, Parking at Skyview Lodge with Shuttle Service Provided. Brunswick City schools has donated a bus and the driver is donating her time.

Bon Fire October 26<sup>th</sup> from 5:00 P.M. till 8:00 P.M. at Plum Creek Park and station two will be the backup location if needed.

### **Service Department:**

### **TRUSTEES' REPORT:**

#### **Mike Esber:**

Esber offered and moved adoption of same, **Resolution 33-2019**, authorizing Brunswick Hills Township to submit an application to participate in the Ohio Public Works Commission state grant for local transportation improvements (2020 Sleepy Hollow repaving project). Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Resolution adopted.

#### **Chris Kusnerak:**

Kusnerak presented an invoice for the Medina County Solid Waste District in the amount of \$3,888.00 and requested a T&N purchase order. Kusnerak moved. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

**John Witthuhn:**

The new phone system will be installed on Thursday; along with that please know there will be random and intermittent down time.

**FISCAL OFFICER’S REPORT:**

Katherine Esber reported that there are warrants, payroll and the BC’s and purchase orders that were discussed earlier.

- BC for fire in the amount of \$4,000.00 Repairs and Maintenance Facility
- BC for fire in the amount of \$300.00 Dues and Fees
- MCSWD Township in the amount of \$3,888.00 T&N po.
- Gillingham Ford in the amount of \$28,276.00 2192-760-750-0000 (Vehicles)

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

Witthuhn moved to approve payment listing for September 2019 in the amount of \$201,969.15. Esber seconded. Kusnerak –yes. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payroll in the amount of \$64,047.95. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

**OLD BUSINESS:**

Witthuhn announced that Trick or Treat will be October 31, 2019 from 6-8 PM.

Esber announced the Rotary breakfast on Tuesday, September 24<sup>th</sup> at 7:30 AM at the Brunswick rec center.

**NEW BUSINESS**

**MISCELLANEOUS & CORRESPONDENCE:**

Witthuhn announced that the Medina County Sewer and Water Conservation District fish sale is in process. If you need fish for your pond call 330-722-9316.

**UPCOMING MEETINGS:**

- Trustees: October 8<sup>th</sup>            ZC: October 3rd
- BZA: ~~October 2<sup>nd</sup>~~ Canceled
- Public hearing on October 3<sup>rd</sup> at 6PM. License Tax

**PUBLIC INPUT:**

Roger Rose, 913 Oak Hill Dr. Autumnwood. Asked the board to look at and possibly of repair to a sidewalk. Esber advised that the Road Foreman is on vacation and will be asked to look at the matter upon his return.

Mary Emhoff, 5065 Fox Haven Dr, gave information about the county’s plan on razing the old court house. There was discussion about historical value, the \$38,000,000.00 cost of a new court house and the fact that other entities were not asked and there is a small window of opportunity to have their voice and opinion heard. And remember the open fee assessment that everyone has been hit with. The next meeting is October 3;

the board of trustees has a scheduling issue and Kusnerak asked Mrs. Emhoff to represent the township. Information can be gathered on behalf of the township however she cannot give an opinion.

Bob Murphy, 4041 Foskett, requested a status update on the property on 303/West Chase. Witthuhn clarified if he was asking about the grant. Mr. Murphy said yes. Witthuhn explained that the township has until April 2020 to complete the requirements of the grant and that at this point the township is waiting for a response from the Brunswick City School's to see if they may have a use for the property.

**OFF CAMERA:**

Kusnerak moved to go off camera at 7:58 PM for the signing of warrants, PO's, BC's and any other business brought before the board. There will be an executive session for public employee discipline. Witthuhn seconded. All voted yes. Motion carried.

Kusnerak moved to go into executive session for the purpose to consider investigation of a complaint against a Public Employee at 8:08 PM. Esber seconded. All voted yes. Motion carried.

Kusnerak moved to come out of executive session at 9:00 PM. Witthuhn seconded. All voted yes. Motion carried.

No action taken by the board at this time.

**ADJOURN:**

Kusnerak moved to adjourn at 9:08 PM. Witthuhn 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