

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
October 22, 2019

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, October 22, 2019 at Brunswick Hills Township Town Hall.

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

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

PRESENTATION:

MINUTES:

September 24th Special meeting, tabled.

October 8th Regular meeting minutes. Witthuhn asked for time to review, tabled.

October 16th Special meeting minutes. Witthuhn moved to approve as amended. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

October 17th Special meeting minutes. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Kusnerak –yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Witthuhn moved to accept Matt Mickas resignation. Esber seconded with gratitude for all his work. Kusnerak –yes. Witthuhn – yes. Esber – yes. Motion carried.

Police Department:

Chief Sopkovich reminded everyone that October 31st is Trick or Treat; drivers be extra careful driving and parking in other subdivisions do not block hydrants.

Sopkovich requested to purchase a Toughbook (\$2,100.00 from Lighthouse) and MDT cradle (Mobile Data Terminal \$650.00 from Hall Public Safety) from line item 2191-210-430-0000, total amount \$2,750.00 to include a purchase orders. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Sopkovich advised the board that the police station interview room as well as other areas need to have the flooring replaced. Sopkovich went into explicate detail as to the events/accidents that have created the need. The area to be done is approximately 2554 square feet at a material cost of \$14,000.00; however there may be some subflooring that will be replaced increasing the cost to \$17,000.00. It would be nice if general fund could assist with the cost.

Fire Department:

Witthuhn announced that Chief Strazzo nor Assistant Chief Haas were available to attend tonight's meeting.

Witthuhn announced a request for re-allocation in the amount of \$5,000 from 2192-220-221-0000 Medical Hospitalization to 2192-220-360-0000 Contracted Services. No one had a resolution.

Witthuhn offered and moved adoption of same **Resolution 37-2019** an appropriation reallocation decreasing 2192-220-221-0000 – Medial and Hospitalization and increasing 2192-220-360-0000 2192-220-360-0000, Contracted Services by \$5,000.00 respectively. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Resolution adopted.

Request P.O. to Hall Public Safety Upfitters in the amount of \$5,854.22 from 2192-760-750-0000, Vehicles for emergency and non-emergency lighting for truck 24.

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

Witthuhn presented the following requests:

- P.O. in the amount of \$2,500 to UH Employer Solutions from line item 2192-220-360-0000.
- B.C. in the amount of \$2,000.00; from 2192-220-323-0323, Repairs and Maintenance Vehicles.
- P.O. in the amount of \$2,000.00 to Fallsway from 2192-220-323-0323, Repairs and Maintenance Vehicles.

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

Request closure of B.C. #63 and P.O. #46. Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Esber – seconded. Witthuhn – yes. Motion carried.

Request Board accept request for a medical leave of absence effective immediately until December 1, 21019. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn reminded everyone that Saturday is Halloween Bonfire. Station two is the backup location.

There is be executive sessions after the meeting.

Service Department:

Witthuhn moved to close Melway purchase order #94. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Esber moved to approve the written request for a purchase order to Cargill from 1000-330-390-0000 in the amount of \$11,644.02. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

TRUSTEES' REPORT:

Mike Esber:

The board reviewed rubbish bid packages and explained the difference between the bidders which included different choices in types of containers; what was and wasn't included in that choice as well as comparison of cost for bulk, containers or bags. The discussion was opened to public input. Being none; Esber offered and moved adoption of same:

Resolution 38-2019

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

Esber read the resolution in its entirety as requested by Trustee Kusnerak. Witthuhn seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Resolution adopted.

John Witthuhn:

Witthuhn advised that he did not give the off camera/special meeting information for minutes approved.

After resolution 35-2019 disposing of obsolete items from the fire department we received notice that the Conan Digital Camcorder had received a bid and sold. The resolution posted on line will remain, with the camcorder wording having strike through marking.

October 16th special meeting was for the review of bids received from haulers with information and guidance received from Beth Biggins-Ramer and Assistant County Prosecutor Dennis Paul. Other business before the board was the approval of warrants totaling \$45,224.51.

October 17th special meeting the board held an executive session concerning a complaint against a public employee. No action was taken by the board. The board also discussed the "no bid" offer from Burnham and Flower at a rate increase of ten%, down from 16%. The board responded with an amount of 5% verse 10%. No response at this time.

Chris Kusnerak:

FISCAL OFFICER'S REPORT:

Katherine Esber presented payroll in the amount of \$60,720.32. Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Purchase order requests and then in now PO's were for getting through the rest of the year and covering current invoices.

PO to WOW for police department phones:	\$ 1,341.68
PO to WEX for police department fuel:	\$ 2,392.10

PO to WM Mason for General Fund: \$ 500.00
PO to WOW for General Fund: \$ 200.00
PO to Ohio Edison for General Fund: \$ 1,300.00

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

Katherine Esber announced the need for a resolution accepting the amounts and rates from the Medina County Auditor Budget Commission; dead line is October 31, 2019.

Kusnerak offered and moved adoption of same **Resolution 39-2019**, accepting the amounts and rates as stated in the Medina County Budget Commission final report.

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

OLD BUSINESS:

NEW BUSINESS:

Witthuhn moved to approve warrants dated October 21, 2019 in the amount of \$38,238.07 as prepared by the fiscal officer. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve the closing of purchase order number 4 be closed as requested. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn. Motion carried.

Witthuhn offered and moved adoption of same; advising he would not read all serial numbers:

**Resolution #40-2019
DISPOSAL OF TOWNSHIP PROPERTY
PER O.R.C. 505.10.**

WHEREAS; Brunswick Hills Township, Medina County, State of Ohio has an antiquated interoffice Nortel Phone System and no longer of use to the Township; Township Departments or personnel and intends to conduct a sale of these items utilizing Gov Deals.

WHEREAS; the Board of Trustees of Brunswick Hills Township in accordance with ORC 505.10 (2) (7); has determined that the township personal property is no longer needed for Township use; or is obsolete.

WHEREAS; the Brunswick Hills Township Board of Trustees for inventory and auditing purposes deems it necessary to have on file a list of all items set for sale with any and all serial numbers, make and model and any other identifying information;

Whereas; for the auditing and inventory purposes the following identifies the Nortel system and units: One network board, ANNTM845610AE with a program cartridge – NTAB2455 006, one Norstar Flash unit A0791006 with a program cartridge – NT58788EC, Nortel Northern Telecom Tower – P0867908-01, (NNTM040EK5B5 - NT7B58AA-93 and NT7B58AA-93) with two program cartridges – A0884008 and NT7B64YR. One phone Model T7316 -Serial #NT8B27JAA; one phone Model M7310 – Serial #41129NT10405, seven phones; model T7316E, serial numbers – NNTM606JFYM6 –

NNTM606HLSJP – NNTM60GHLSJR – NNTMHPG3VHHR – NNTM60GHLSK1 – NNTM60GHLSH – NNTM60HLSJJ.

NOW, THEREFORE BE IT RESOLVED, by the Brunswick Hills Township Board of Trustees, Medina County that the Brunswick Hills Township Board of Trustees deems it necessary to dispose of or sell the various items which are no longer fit for public use.

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

MISCELLANEOUS & CORRESPONDENCE:

Kusnerak announced receiving a notice from the Medina County S.P.C.A. that they took in 37 animals at a cost of \$192.15 per animal and is requesting the township pay \$7,109.55. No action was taken was requested at this time.

UPCOMING MEETINGS:

Trustees: November 12th ZC: November 7th
BZA: November 6th
Special Meeting

PUBLIC INPUT:

Mr. Murphy asked the board if they were happy or aware of the issue with response time to the fire on September 29th on Foskett Road. After several minutes of discussion it was clear that the issue was addressed and safeguards have been implemented. Murphy stated that this building (station one) should have been the station renovated due to its more central location. Mr. Murphy wanted to make it perfectly clear that due to no night time or week-end staffing at station one residents must be aware that it will take more time for people on the south end to receive assistance.

Dave LaRue – 690 Helen, property clean up at 4995 Cabernet. There has been grass cutting only. The weeds are window high, children are venturing onto the property to play on the swing set and there is evidence of rodents. After some discussion Witthuhn asked Mr. LaRue for his email/phone number (Off camera) and he would contact him personally as soon as he had all the information.

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 two executive session one being for follow-up of a complaint against a public employee, the other for applicant interviews. Witthuhn noted the time to be 7:52 PM and seconded the motion. Esber – yes- Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to go into executive session at 8:07 PM for the purpose of employment consideration and consider an investigation of complaints against a public employee. Candidates are invited into the executive session. Esber seconded. All voted yes. Motion carried.

Witthuhn moved to come out of executive session at 9:42 PM. Esber seconded. All voted yes. Motion carried.

Witthuhn moved to offer full time firefighter positons to Nicholas Mehalic and Charles Cali pending successful completion of all pre-employment requirements. Esber seconded. All voted yes. Motion carried.

Reference investigation; no further action taken by the board at this time.

ADJOURN:

Kusnerak moved to adjourn at 9:54 PM. Esber seconded. All voted yes. Motion carried.

Christina Kusnerak, Chair Trustee

Katherine Esber, Fiscal Officer

Michael Esber, Vice-Chair Trustee

John Witthuhn, Trustee