

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**October 8, 2019**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, October 8, 2019 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, V-Chair Michael Esber, Trustee John Witthuhn, Zoning Inspector Evelyn Czyz, Chief Anthony Strazzo, Tim Sopkovich and Road Foreman Paul Magovac.

Kusnerak called the meeting to order at 7:00 PM and noted the meeting was properly advertised. Kusnerak stated that the trash bid deadline was 7:00PM, now closed.

**PRESENTATION:**

Swearing in of Auxiliary Officer Austin Barnhart for the Brunswick Hills Police Department.

Swearing in of FF John Otcasel for the Brunswick Hills Fire Department.

Bid opening for the refuse collection proposal. Beth Biggins-Ramer read the information of each bid packet. Each packet was reviewed for accuracy of required documents, cost of services for different levels of service was announced and the cost of bags verses cans. Beth Biggins-Ramer will prepare the bid tabulations and send them to the board. The three bids are Republic, Kimble and Rumpke.

**MINUTES:**

Esber moved to approve the September 24, 2019 regular meeting minutes. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn gave the off camera review. There was an executive session at 8:08 PM for the purpose of the possible investigation of complaints against a public employee. The executive session ended at 9:00 Pm. No action was taken by the board.

Witthuhn moved to approve the October 3<sup>rd</sup> special meeting minutes. Esber seconded. Esber – yes. Witthuhn – yes. Kusnerak – abstain. Motion carried.

October 3<sup>rd</sup> public hearing/special meeting review information. The public hearing was for the purposed license tax increase of \$5.00. The board had one resident state support for the issue.

The board also approved by reviewing and signing warrants totaling \$8,537.76. Then & Now purchase orders for the police department were approved, two for Time Warner in the amounts of \$585.81 and \$492.45. The third T&N was for Ohio Edison in the amount of \$643.83.

**DEPARTMENT REPORTS:**

**Zoning Department:**

Evelyn Czyz reported that monies collected for the month of August was \$3,882.91. A lot of violation letters were sent in September and all have corrected the violation. Funds for September 2019 was \$230.16.

Witthuhn gave an overview of the James Brothers venture of building a development off of West 130th involving 54/55 acres. After a denial and revision the Zoning Commission has recommended to approve the South Ridge Conservation Development with three modifications, adherence to the highway engineers as stated in the concept plan, generalized features and the streets to be private. Witthuhn recommended approval with the exception of the streets to be public streets.

The James Brothers addressed the board stating their position on the development and public verses private streets.

Witthuhn moved to accept the recommendation of the Zoning Commission to approve the South Ridge Conservation Development off West 130<sup>th</sup> with three points; to adhere to the Highway Engineers conditional approval as noted in the concept plan, staff recommendation of general features that must be submitted for approval and public concrete streets with curb and gutter with sidewalks. Esber seconded. Witthuhn asked about a company to oversee open space/conservation adherence. James Brother believes that a percentage of the lot price goes to maintain those areas into perpetuity. Witthuhn – yes. Esber – yes. Kusnerak – no. Motion carried.

### **Police Department:**

Chief Sopkovich thanked the residents of Brunswick Hills and others that have donated to the family that lost their home. Sopkovich stated it goes to show what a wonderful township we have.

Sopkovich requested to purchase emergency equipment for the 2020 Ford Police Interceptor Utility from Hall Public Safety. Due to the changes between the two vehicles the only transferrable equipment are the radios. Purchase order request to Hall Public Safety in the amount of \$7,569.32 from Account Code 2191-760-750-0000 Motor Vehicles. Witthuhn moved to approve. Esber – seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Esber asked if we were accepting anymore donations. Sopkovich said no; due to the outpouring of support there is no more room for any additional items. The police are still taking non-perishable food items and grocery gift cards for their party.

### **Fire Department:**

Strazzo thanked the following persons and departments their respective assistance and contributions reference the Foscett house fire. City of Brunswick, Valley City FD, Hinckley FD, Medina City FD, Strongsville FD, Brunswick Hills PD, News Channel 5-Amanda VanAllen, and WTAM 1100 Mike Trivisonno and Carmen Angelo.

Strazzo gave the monthly activity report for the month of September and mentioned a few notable runs.

Friday September 13, fatal vehicle accident on Marks Rd, with a lengthy extrication

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September 28- Full arrest, thank you to Officers Bali and Nicolai for their assistance

Strazzo requested approval for a T&N P.O. to Gatchell Grant Resources, LLC in the amount of \$3,000 from line item 2192-220-360-0000 Contracted Services (8% grant award fee, per agreement). Esber moved to approve. Witthuhn – seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Strazzo request approval to purchase 500' of 2.5 in hose in the amount of \$1,535 from Municipal Emergency Services from BC #73. Esber moved to approve. Kusnerak seconded. Witthuhn - yes. Esber – yes. Kusnerak – yes. Motion carried.

Strazzo requested a PO in the amount of \$5,800 to Judco from line item 2192-760-7500 Vehicles for the purchase of purchase of a Western 8'Pro Plus snow plow with installation. Witthuhn moved to approve. Esber – seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn offered and moved adoption of same **Resolution 34-2019**; Brunswick Hills Township, Medina County, State of Ohio has a 2008 F450 Road Rescue Ambulance VIN 1FDXE45P98DB55658 that is no longer of use to the Township; Township Departments or personnel and intends to conduct a sale of these items utilizing Gov Deals. Esber seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Resolution adopted.

Witthuhn offered and moved adoption of same **Resolution 35-2019** to dispose of Fire Department equipment not sold on Gov Deals. Kusnerak asked that the resolution be read aloud. The body of the resolution is:

**WHEREAS**, the Brunswick Hills Board of Trustees by Ohio Revised Code §505.10(D) offered for sale by internet auction, property, equipment, tools, or supplies, that is not needed for public use, is obsolete, or is unfit for the use for which it was acquired with no interest after two listing;

**WHEREAS**, the Brunswick Hills Township Board of Trustees being responsible for the management and proper disposal of township equipment and have attempted the sale of equipment, do hereby determine that the following items are to be disposed of: One – ACTivator VI Two-Way Radio Battery Charger, One Kenwood Battery Charger Holder, Canon digital camcorder NTSC ZR80, Two Polaroid One-step Cameras and one Canon Digital Camcorder NTSCZR80,

**WHEREAS**, Brunswick Hills Township having no longer a use for the township equipment which collectively has a value of less than twenty-five hundred dollars (\$2,500.00),

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Brunswick Hills Township, Medina County, Ohio, that he township has fulfilled its obligation both by word and by act in accordance with the O.R.C. 505.10 and 505.10 (D) and authorizes the above stated items to be disposed of.

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

Strazzo requested approval for the preventative maintenance of the extrication tools be completed Howell Rescue in an amount of \$1,022.00 to be paid from BC# 65. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Additional hours are requested for the following personnel:

Nick DiSalvo - 22  
Nick Mehalic - 34  
Corey Hayden – 11

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

### **Service Department:**

Magovac gave the monthly activity report for September.

Magovac requested for a resolution for levying an additional license plate tax on motor vehicles, pursuant to Ohio Revised Code section 4504.181.

### **RESOLUTION NUMBER 36-2019**

LEVYING AN ADDITIONAL TOWNSHIP LICENSE TAX ON MOTOR VEHICLES, PURSUANT TO OHIO REVISED CODE SECTION 4504.181 IN ADDITION TO THE TAX LEVIED BY SECTIONS 4503.02 AND 4503.07 OF THE OHIO REVISED CODE AND ANY OTHER TAX LEVIED UNDER CHAPTER 4504 OF THE REVISED CODE, UPON ALL MOTOR VEHICLES THE DISTRICT OF REGISTRATION WHICH IS LOCATED IN THE UNINCORPORATED AREA OF BRUNSWICK HILLS TOWNSHIP.

Esber offered and moved adoption of same **Resolution 36-2019**. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Resolution adopted.

Magovac announced that the additional license tax will start being collected July 2020 and the township will begin receiving funds in 2021.

Magovac reported on the sidewalk issue on Oak Hill stating that sidewalk repair is not the township's responsibility and will be advising the resident by mail.

### **TRUSTEES' REPORT:**

**Mike Esber:**

**John Witthuhn:**

Witthuhn asked the other members of the board if they would like to have the old Nortel Phone System put on GovDeals or simply disposed of? All agreed to see if there would be any interest in the system. Witthuhn will prepare a resolution for the next meeting.

**Chris Kusnerak:**

Kusnerak announced that the township has received an insurance premium refund from Ohio BWC in the amount of \$18,250.22. Witthuhn asked where the credited funds went

and it is believed that the funds are redistributed to the departments at the same percentage that is paid.

**FISCAL OFFICER'S REPORT:**

Esber began to present items from the fiscal officer and the board noted there were additional items. Kusnerak reviewed and organized the information so that all could be cover at once. The blanket certificate requests are as follows:

2191-210-420-2420 Operating Supplies-Community	\$ 450.00
2191-210-420-0000 Operating Supplies	\$ 2,000.00
2191-210-323-1323 Repairs/Maintenance Facility	\$ 1,500.00
2191-210-251-0000 Uniforms, Tools and Equipment	\$ 2,000.00
1000-110-312-0000 Auditing Services	\$ 2,594.95
1000-110-314-0000 Tax Collection Fees	\$ 2,224.23
2192-220-314-0000 Tax Collection Fees	\$ 6,049.21
2191-210-314-0000 Tax Collection Fees	\$12,733.85
2192-220-410-0000 Office Supplies	\$ 800.00

Witthuhn moved to approve the closure of blanket certificates as requested and issue new ones as listed. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

September Bank Reconciliation is ready for the boards review and signature.

Witthuhn moved and approve the payment listing dated 10/7/2019 in the amount of \$46,052.39. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payroll dated 10/8/2019 in the amount of \$52,181.96. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

**OLD BUSINESS:**

**NEW BUSINESS:**

**MISCELLANEOUS & CORRESPONDENCE:**

**UPCOMING MEETINGS:**

Trustees: October 22<sup>nd</sup>      ZC: November 7<sup>th</sup>  
BZA: November 6<sup>th</sup>  
Special Meeting October 16<sup>th</sup> for bid tabulation discussion at  
4:30 PM.

**PUBLIC INPUT:**

**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 follow-up of a complaint against a public employee. Witthuhn seconded noting the time to be 8:53 PM. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Esber moved to go into executive session at 9:02PM for the purpose of follow up discussion on a complaint against a public employee and possible employee discipline. Kusnerak seconded. All voted yes. Motion carried.

Kusnerak moved to come out of executive session at 10:20 PM. Esber seconded. All voted yes. Motion carried.

Witthuhn will contact the individuals named in an anonymous allegations.

**ADJOURN:**

Kusnerak moved to adjourn at 10:37 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