

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
November 26, 2019

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, November 26, 2019 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, Trustee John Witthuhn, Assistant County Prosecutor Tom Karris, Beth Biggins-Ramer, Chief Strazzo and Foreman Magovac attendance.

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

PRESENTATION:

Assistant County Prosecutor Karris, Beth Biggins-Ramer and the Trustees finalized the Republic Trash Hauler contract that will begin in March of 2020.

MINUTES:

No minutes reviewed/approved.

DEPARTMENT REPORTS:

Zoning Department:

Witthuhn requested a purchase order to Liberty Ford and moved approval for repairs to the 2014 Ford Escape in an amount not to exceed \$600.00 to be paid from 1000-130-323-0130. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.

Police Department:

Kusnerak moved to approve a then and now purchase order to Mr. Tire in the amount of \$952.54 to be paid from vehicle repairs. Witthuhn seconded. Kusnerak – yes. Witthuhn –yes. Motion carried.

Kusnerak presented a request from various police department personnel for vacation cash out of forty (40) hours, with two of the employees requesting an additional forty hours. Kusnerak moved to approve. Witthuhn stated the township policy governing the vacation pay out and the one full year of vacation permitted to be carried over.

Kusnerak strongly announced that an approval was just done for another employee. Witthuhn stated that it was for a hand full of hours. Kusnerak again stated that an additional 40 hours had been approved in the past. Witthuhn apologized for not remembering that happening. Witthuhn will agree to the permitted 40 hours per the policy manual. Kusnerak stated this was unfair to our employees.

Kusnerak moved to approve the hours as requested. Witthuhn stated he would not seconded the motion.

Witthuhn moved to approve the two requests for 40 hours each (should the motion state just "employees" or by name? Kusnerak responded she didn't care) vacation cash out Sopkovich and Young. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.

Fire Department:

Strazzo requested that four purchase orders be closed due to them no longer being needed. PO# 42, PO# 43, PO# 60 and PO# 67. Witthuhn moved to approve the request. Kusnerak seconded. Motion carried.

A purchase order to Hunting Bank was requested in the amount of \$500.00 for items needed for Meet Santa. The funds will come from operating supplies – community. Kusnerak moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

There was discussion about radios that were no longer of use to the fire department; however, they would be of use to our service department.

Kusnerak offered and moved adoption of same: **Resolution 42-2019**

Transfer of Tangible Property between Township Departments.

Which would transfer six portable radios, two mobile radios and one base unit from the fire department to the service department. A list of make, model and serial numbers is attached to the resolution. Witthuhn asked for an estimated value. Strazzo replied, \$1,000.00. Witthuhn seconded the motion. Witthuhn – yes. Kusnerak – yes. Resolution adopted.

Strazzo presented and explained the new "Sensory Bags" now in the squads. They are filled with items that will assist in the treatment of autistic children. Mrs. Strazzo being a teacher for special needs children was instrumental in choosing the items needed.

Meet Santa will be December 15th, from 12 noon till 3PM. There will be parking at Skyview Lodge with shuttles running to the station. Santa has confirmed his attendance.

The department will have a public swearing in of the first full-time members of the Brunswick Hills Township Fire Department December 10, 2019.

Strazzo wished everyone a Happy Thanksgiving adding that should you intend to deep fry your turkey DO NOT do it on the deck, in the garage or in your living room. Always have a dry fire extinguisher; water and oil do not get along.

A request to extend a medical leave of absence until January 1, 2020 was presented. Kusnerak moved to approve. Witthuhn seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.

Service Department:

Magovac presented the annual agreement between the Trustees of Brunswick Hills Township and the Medina County Commissioners for adoption by resolution. Kusnerak offered and moved adoption of same **Resolution 43-2019:**

A RESOLUTION ENTERING INTO AN AGREEMENT WITH THE MEDINA
COUNTY COMMISSIONERS TO ALLOW FOR THE PURCHASE OF MATERIALS
FROM THE COUNTY PURSUANT TO THE AUTHORITY GRANTED IN SECTION
307.15 OF THE OHIO REVISED CODE

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

Request to purchase a replacement Panasonic Toughbook Computer CF-54-14" display Win 10 Pro \$ 1,947.00 from Lighthouse Solutions, paid out of BC# 30. Witthuhn moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried. Magovac requested an executive session for applicant interview at the end of the meeting.

TRUSTEES' REPORT:

Mike Esber:

John Witthuhn:

Chris Kusnerak:

Kusnerak announced receiving two letters of gratitude from a resident; one for the care received from Chief Sopkovich and Officer Marinos and the second for the service department's removal of a dead deer.

FISCAL OFFICER'S REPORT:

Witthuhn announced there are two purchase orders to be approved.

T&N purchase order to Wex Bank in the amount of \$3,209.69.	PD
PO to WOW for the internet fiber installation, \$4,000.00.	PD

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

Witthuhn offered and move adoption of same; **Resolution 44-2019. Appropriations Reallocation.**

Increasing	Other - Professional and Technical Services	\$4,000.00
Decreasing	Payment to Another Political Subdivision	\$4,000.00

Respectively.

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

Witthuhn moved to approve the 12/3/2019 payroll in the amount of \$60,975.05. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve the payment listing of 11/25/2019 in the amount of \$17,479.94. Kusnerak – seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

NEW BUSINESS:

MISCELLANEOUS & CORRESPONDENCE:

UPCOMING MEETINGS:

Trustees: December 10th
BZA: December 4th
Special Meeting

ZC: December 5th

Kusnerak announced that the townships last meeting of the year is on 12/24/2019, which will be cancelled.

Witthuhn moved to cancel the 12/24/2019 due to it falling on Christmas Eve Day, and will be rescheduled if needed. Kusnerak seconded. All voted yes. Motion carried.

Witthuhn announced that there will be a public hearing on the 303 property at Substation and Marks before the regular meeting at 5:30pm on 12/10/19.

There will be an executive session for an interview.

PUBLIC INPUT:

Rober Murphy, 4041 Foskett. There was a three minute and 16 second discussion between Mr. Murphy and the board of trustees. Mr. Murphy has concerns about special meetings, the need for them and the matter in which they are advertised adding that he wants to receive an email notifying him of an upcoming meeting. Mr. Murphy stated that he believes the short notice is a way for the board to conduct secret meetings and the addition of "any other business brought before the board" is an additional way for the board to hide things. The board attempted to reply and explain that by law a twenty-four hours' notice is required to the newspapers. The special meetings questioned were conducted for warrant approval when there was a long period of time between meetings or due dates of invoices due before the next scheduled meeting. The board added that every measure is taken to prevent a special meeting and that the special meeting is recapped during a regular meeting, in addition to the minutes being approved in a subsequent meeting and posted on the township website. Witthuhn stated he takes offense to the accusation; Mr. Murphy stated "I don't care"! The discussion ended with the board stating again there are no secret meetings and Mr. Murphy stating he believes they are secret. Mr. Murphy thanked the board before leaving the podium.

Mrs. Murphy, 4041 Foskett. Inquired about the difference between the vacation buy out requested tonight and the request approved at the November 5th meeting. Mrs. Murphy clarified that personnel are permitted to cash in forty hours and carry over a years' worth of vacation time. Kusnerak stated they requested additional cash out. Mrs. Murphy asked that the approved 15 hours was for an administrative assistant and the denied request was from an administrative assistant, so why the difference? The request for eighty hours: Mrs. Murphy announced that it is only forty hours; Vicky already received forty hours and then the additional fifteen hours. Witthuhn regrets approving the additional hours because of the impact it has created tonight. There was additional discussion in reference to hours, the impact to the budget and the fact that department affiliation has no bearing on the issue.

OFF CAMERA:

Kusnerak moved to go off camera for the signing of warrants and purchase orders. There will be an executive session for employment interview and any other business

brought before the board. Witthuhn seconded the motion at 7:35 PM. All voted yes. Motion carried.

Kusnerak moved to go into executive session at 7:43 pm for the purpose of an employment interview. Witthuhn seconded. Both voted yes. Motion carried.

Witthuhn moved to come out of executive session at 7:58 pm. Kusnerak seconded. Both voted yes. Motion carried.

Kusnerak moved to offer Cory Schultz the full time position with the Service Department pending successful completion of all pre-employment requirements. Witthuhn seconded. Both voted yes. Motion carried.

ADJOURN:

Kusnerak moved to adjourn at 8:15 pm. Witthuhn seconded. Both voted yes. Motion carried.

Christina Kusnerak, Chair Trustee

Katherine Esber, Fiscal Officer

~~Michael Esber, Vice-Chair Trustee~~

John Witthuhn, Trustee