

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**December 26, 2019**

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

Board of Trustees Chair Christine Kusnerak, V-Chair Michael Esber, Trustee John Witthuhn, Fiscal Officer Katherine Esber and Chief Sopkovich

Kusnerak called the meeting to order at 4:30 PM and noted the meeting was properly advertised.

**PRESENTATION:**

**MINUTES:**

Esber moved to approve the December 10, 2019 Public Hearing meeting. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

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

Witthuhn gave a recap of the public hearing held on 12/10/19 which was not televised as well as the off camera items discussed by the board at the 12/10/19 regular meeting.

(For detailed information on special or off camera items review the posted minutes on the website: [www.brunswickhillstwp.org](http://www.brunswickhillstwp.org))

**DEPARTMENT REPORTS:**

**Zoning Department:**

Witthuhn moved to revise earlier request and appoint Patti Wetterman to the zoning commission alternate position; Robert Murphy to the BZA alternate position for 2020. These positions are for one year only starting 01/01/2020 till 12/31/2020. Esber seconded. Kusnerak – yes. Esber – second. Witthuhn - yes. Motion carried.

**Police Department:**

Chief Sopkovich thanked community for the tremendous giving of toys and food during this year's collection. Several families actually adopted a less fortunate family for the Christmas holiday. The Brunswick Eagles also donated gift cards in time for them to be given out sooner so the families could use them for the holiday.

Sopkovich explained that Ellen did an awesome job with this year's drives and events.

Sopkovich reported that Units 8 and 10 were in a MVA. Both Units were repaired and placed back in service. Unit 8 then went out of service due to a broken motor mount. Unit 9 is now marked and in service.

Sopkovich advised that he will be asking for a new vehicle in 2020.

**Fire Department:**

Witthuhn moved to approve a purchase order in the amount of \$450.00 to Chuck's Custom to purchase and install a back-rack for the new truck from line item 2192-760-750-0000. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber –yes. Motion carried.

Strazzo requested the following be acknowledged for their contribution of time to this year's Meet Santana.

- BH Police Auxiliaries
- Brunswick High school VOFT Kids
- Dairy Queen
- Ukulele players- that provided great Christmas Music
- Medina County Career Center students Dylan and Josh
- Santa Helper and Mrs. Clause
- Brunswick City School District and bus driver Robin
- Attendees that donated to the BH food pantry

\*\*\*\*Especially BHFD Personnel that donated time to drive or ride around town, set up and take down, and those that were there to assist all of the visitors

The Board discussed the unsafe properties that remain from action taken earlier this year- 4949 Orchard- working to find current owner, previous owner deceased; 2291 Pearl Rd.- Kusnerak will check on potential grant status.

**Service Department:**

Esber moved to pay an invoice to Henderson for plow cutting blades in the amount of \$952.00 from BC #40. Witthuhn seconded. Kusnerak voted no. Esber – yes. After several minutes of discussion, Esber will talk with Magovac and bring this back to the board. Witthuhn – no. Motion failed.

**TRUSTEES' REPORT:**

- Mike Esber:**
- John Witthuhn:**
- Chris Kusnerak:**

**FISCAL OFFICER'S REPORT:**

Katherine Esber reported that there are 2½ weeks' worth of warrants to be signed as well as payroll for distribution on the 31<sup>st</sup>.

Motion by Kusnerak to approve a Then and Now purchase order to the Gazette for \$78.98. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

The following is for yearend invoice payments due and/or soon to be received.

General Fund	State Treasurer UAN	\$330.60
Fire Department	State Treasurer MARCS	\$1,110.00
Police	CCT Financial	\$59.77
Police	WEX	\$2,558.10

Police	Liberty Ford	\$500.00
Police	Huntington Bank	\$703.62
General Fund	Ohio Edison	\$453.34
Police	Ohio Edison	\$361.52
Police	Hall Public Safety	\$331.85
Police	Pro Tech Security	\$1,158.50

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

Kusnerak offered and moved adoption of same **Resolution 47-2019**, Appropriations Reallocation for fire. Increasing 2192-220-211-0000, OPERS and decreasing 2192-220-212-0000, Social Security by \$300.00 respectively. Esber seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Resolution 47-2019 adopted.

Kusnerak offered and moved adoption of same, **Resolution 48-2019**, Resolution providing group insurance plans for all eligible employees and elected officials of Brunswick Hills Township for 2020 and 2021. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution 48-2019 adopted.

Witthuhn offered and moved adoption of same **Resolution 49-2019**, Amendment to the 2020 Budget as follows:

#### **General Fd**

Fund 1000-130-342-0000 -Postage increased to \$1,000 Fund 1000-130-345-0000 - Advertising increased to \$1,400

#### **Gasoline Fd**

Fund 2021-330-352-0000 – Water & Sewer increased to \$1,700

#### **Road & Bridge Fd**

Fund 2031-330-230-0000 - Workers Comp increased to \$18,500  
Fund 203 I-330-360-1360 - Contracted Services- paving increased to \$60,000

#### **Fire Fd**

2192-220-323-0323 -Repairs & Main! Increased to \$25,000  
2192-220-370-0000 - Payment to Another Political increased to \$37,000  
2192-760-730-0000 – Improvement of Site increased to \$300,000

#### **Police Fd**

2191-210-190-0000 – Salaries increased to \$1,072,000.00  
2191-210-221-0000 – Medical increased to \$365,000.00

Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Resolution 49-2019 adopted.

Esber offered and moved adoption of same **Resolution 50-2019**, Temporary Appropriations for 2020. The Board of Trustees of Brunswick Hills Township approves the amount not to exceed \$7,000,000.00. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution 50-2019 adopted.

Witthuhn moved to approve the Payment Listing dated 12/13/2019 to 12/31/2019, total \$83,589.83. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve the Payroll Listing dated 12/31/2019, total \$56,520.77. Kusnerak seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

**OLD BUSINESS:**

The board is preparing employee evaluations.

**NEW BUSINESS:**

Witthuhn moved to approve one day of funeral pay 12/27/2019 for Vicky to attend an extended family member's funeral. This is in accordance with the township personal policy manual. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

**MISCELLANEOUS & CORRESPONDENCE:**

**UPCOMING MEETINGS:**

January 2, 2020 – Brunswick Hills Township Organizational meeting at 4:30 PM.

Brunswick Hills BZA – January 8, 2020 at 7:00 PM.

Brunswick Hills ZC – January 9, 2020 with an Organizational Meeting at 6:30 PM and the regular meeting to follow at 7pm.

**PUBLIC INPUT:**

Robert Murphy, 4041 Foskett. What is the amount of the healthcare (Resolution 48-2019)? Katherine explained that this to offer coverage. No amount was stated.

**OFF CAMERA:**

Kusnerak moved to go off camera at 5:05pm for the signing of warrants, purchase orders, blanket certificates and any other business brought before the board. There will be an executive session for the purpose of employee compensation. Witthuhn seconded. All voted yes. Motion carried.

Kusnerak moved to go into executive session at 5:28 PM for the purpose of employee compensation. Esber seconded. All voted yes. Motion carried.

Kusnerak moved to come out of executive session at 6:18 PM. Esber seconded. All votes yes. Motion carried.

Employee's evaluations were discussed. No action taken at this time.

**ADJOURN:**

Witthuhn moved to adjourn at 6:19 pm. Esber seconded. All votes 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