

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
January 14, 2020

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, January 14, 2020 at Brunswick Hills Township Town Hall.

Board of Trustees Chair, John Witthuhn, Vice-Chair Christina Kusnerak, Trustee Michael Esber, Zoning Inspector Evelyn Czyz, Assistant Fire Chief Haas ,Foreman Paul Magovac, Police Chief Sopkovich.

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

PRESENTATION:

Chris from the Medina County Auditor's office. Dog tags are due by January 31, 2020, costs is doubled after that date. The winner of Top Dog essays is on their website. Zoning Inspector asked if the comparable sales are available on line for review. There were several minutes of discussion.

MINUTES:

December 26, 2019 Regular meeting. Esber moved to approve. Witthuhn seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

January 2, 2020 Organizational Meeting (Special). Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn gave a recap of the of the 12/26/19 meeting which was not televised as well as the township annual organizational meeting.

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

DEPARTMENT REPORTS:

Zoning Department:

Zoning Inspector Czyz reports monies collected in the month of December to be \$1,009.20 bringing the 2019 total to \$16,096.14.

Police Department:

Chief Sopkovich presented the following requests:

Training for Patrolman J. Milford to M4 Armorer Course in Avon, Ohio on January 22-23, 2020. Purchase order request to Defensive Edge in the amount of \$450.00 from Account Code 2191-210-318-0000, Training. Witthuhn moved to approve. Esber seconded. Kusnerak asked if the request included mileage reimbursement. Witthuhn stated no. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to approve mileage if necessary. Esber seconded. Witthuhn – No. Esber – yes. Kusnerak – yes. Motion carried.

Sopkovich expressed his frustration with the mileage reimbursement issue. Sopkovich stated number of employees to vehicles, the basic purpose for vehicles is patrol and safety, citing federal law and added that the administrative assistant no longer receives reimbursement. Sopkovich indicated that this issue wasn't a problem until five years ago.

Witthuhn responded to clarify his position on the matter. Witthuhn began with not wanting the employees to shoulder the liability of using their own vehicle. When Sopkovich interjected there is no liability. Witthuhn stated that he did not interrupt Sopkovich during his verbalization of discontent and strongly indicated that he deserved the same respect. Witthuhn restated his opinion of vehicle mileage issue that a township vehicle should be used and the liability concerns for the employees.

Training for Patrolman Michael Dominguez to Contact Dominance Instructor in Strongsville, Ohio on February 3-7, 2020 Purchase order request to Force Management in the amount of \$699.00 from Account Code 2191-210-318-0000, Training. Esber moved to approve. Kusnerak seconded asking if mileage reimbursement was included. Esber said if necessary. Witthuhn – No (mileage). Esber – yes. Kusnerak – yes. Motion carried.

Training for Sgt. Bors to Police Executive Leadership College Class #77 in Dublin, Ohio from March -May, 2020. Purchase order request to Law Enforcement Foundation, Inc. in the amount of \$2,500.00 from Account Code 2191-210-318-0000, Training. Lodging expenses will be additional. Esber moved to approve with the possibility of mileage. Kusnerak seconded. Witthuhn – no (mileage). Kusnerak – yes. Esber – yes. Motion carried.

Training for Sgt. Salvator to Police Pursuit Supervisor in Bath, Ohio on February 26, 2020. Purchase order request to Drive Team in the amount of \$295.00 from Account Code 2191-210-318-0000, Training. No mileage request. Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Request to purchase (1) Panasonic Toughbook CF-54. Purchase order request to Lighthouse Solutions in the amount of \$ 1947.00 from Account Code 2191-760-740-0000, Machinery Equipment Furniture. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Request to purchase training ammo. Purchase order request to Kiesler Police Supply in the amount of \$2,410.00 from Account Code 2191-210-318-0000, Training. Motion carried. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Phone approval was received to purchase a furnace replacement from Xstream Green HVAC Solutions from Facilities with a purchase order. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Fire Department:

Assistant Chief Haas gave the monthly department activity report for December 2019. The Fire Department has been awarded \$41,801.19 from the Ohio State Fire Marshal for MARCS Radios. This was a non-matching grant. It should also be noted that this was part of a grant submitted by 13 fire departments in the county and all departments were awarded. Total grant received for the county was \$616,057.28. There were only 6 counties in the state awarded this grant money.

Assistant Chief Haas presented the board with a request for a leave of absence from Lt. Mike Drum. After some information was exchanged Witthuhn moved to approve the leave of absence, with an expected return to work date of March 2, 2020. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Service Department:

Magovac presented the monthly activity report for December 2019.

Request for a resolution to Medina County for the purpose of a speed study on South Carpenter Road between Laurel and Sleepy Hollow Road.

Esber offered and moved adoption of same:

Resolution 10-2020;

We the Brunswick Hills Township Trustees are requesting the Medina County Engineers to perform a speed study on South Carpenter Road between Sleepy Hollow Road and Laurel Road, for the purpose of a speed reduction.

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

Phone approval was received for the 2010 Peterbilt to have the oil pan replaced from ESS for the amount not to exceed \$1,400.00. Paid from BC#29 vehicle repairs. Esber moved to approve the payment of \$1,558.87 (final cost) to ESS. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

TRUSTEES' REPORT:

Chris Kusnerak:

Mike Esber:

John Witthuhn:

FISCAL OFFICER'S REPORT:

Katherine Esber has warrants, T&N PO's, 2020 PO's, Payroll, first half Uniform allowance for police and the township longevity pay.

Then and Now PO's are as follows;

Walmart	Police	\$ 99.73
MC Sanitary	Police	\$ 259.32

Mr. Tire	Police	\$1,544.08	
State Treasurer	Police	\$ 540.00	
Protect Safety	Police	\$1,199.50	
Home Depot	Various	\$ 149.52	\$50.84 - \$35.14 - \$63.54.
True Value	Service	\$ 17.80	

Witthuhn moved to approve the PO's as stated. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve warrants written between 1/6/2020 and 1/13/2020 with a total of \$21,981.64. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber - yes. Motion carried.

Witthuhn moved to approve payroll dated 1/14/2020 with a total of \$54,336.39. Kusnerak seconded. Esber –yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

OLD BUSINESS:

The township has received the annual report from the Medina County SPCA and a request for donation. The report gives an amount of services rendered for township residents in excess of \$7,000.00; historically, the township has paid/donated \$2,000.00. Witthuhn moved to send the Medina County SPCA a sum of \$2,000.00 and issue a PO. Esber – seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Witthuhn announced that there are two remaining properties in the township that are still unresolved from 2019 board action, the properties are located on Pearl Road and Orchard. Kusnerak stated that there is no update for the Pearl Road location. Witthuhn gave a history of the Orchard property and the efforts to locate a responsible party.

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

Esber announced that he had received a quote from a different attorney as he indicated he would at the organizational meeting and is waiting of a response from Zashin and Rich.

Witthuhn offered and moved adoption of same:

RESOLUTION # 11 -2020

A RESOLUTION EXPRESSING THE INTENT OF THE
BRUNSWICK HILLS TOWNSHIP BOARD OF TRUSTEES
TO SELL PERSONAL PROPERTY THAT IS NOT NEEDED FOR
PUBLIC USE, IS OBSOLETE, OR IS UNFIT FOR THE USE
FOR WHICH IT WAS ACQUIRED BY INTERNET AUCTION

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

Witthuhn offered and moved adoption of same:

RESOLUTION #12-2020

Legal Notice in Paper required.

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

UPCOMING MEETINGS:

Trustees: January 28nd

BZA: February 5th; Zoning Commission: February 6th

Special: January 29th at 4:30 PM.

PUBLIC INPUT:

Thom Sutcliffe; Drees Homes, 6860 West Snowville Road, Suite 105, Brecksville, OH 44141-3242. Inquiring if the board had any questions before discussed and voted on the recommendation of the zoning commission at the next town hall meeting. No additional information was requested.

Mr. Wetterman, 1085 Substation Road. Referring to last year's request by Summer Celebration that was not sent; what happened to the funds. Mr. Wetterman was advised the funds remained in general fund.

Mr. Koensparger, 3124 Laurel. There was an annexation hearing at the Medina County Board of Commissioners and Mr. Koensparger, Mr. Fuller and Robin Gayer attended. It was disappointing that no one from the township was there. Conner stated that during his research he located information that the property has a section that is in a federal flood plain. The information continued for an additional two minutes. Conner wants to see the three trustees make a stand against the annexation. This will cause nothing but flooding problems now and in the future.

Mrs. Wetterman, 1085 Substation Road. Mrs. Wetterman stated dates and times when the flooring project at the police department was permitted, then delayed, what is the status? Esber explained that it has been put on hold due to money. Sopkovich explained that funds from different lines were used to total the amount and that coming into 2020 those funds need to stay in those lines; however, towards the end of the year should the funds be available again, the floor would re-addressed.

Mrs. Murphy, 4041 Foskett. Mrs. Murphy addressed the issue of mileage reimbursement citing the collective bargaining contracts for patrolman and sergeants. The contract, authorization power and vehicle availability was discussed. Witthuhn stated the board decides according to the policy. Kusnerak interjected that the must follow the contract whether it is township policy or not. Mrs. Murphy acknowledged a discrepancy between the two policies. Witthuhn stated that in the township manual mileage must be approved; he also acknowledges that there are circumstances where mileage should be approved and gave several examples. Mrs. Murphy asked Witthuhn why he voted for everyone to receive a raise and not the police chief. Witthuhn stated that the reasons came from information discussed during an executive session and are not public information. Witthuhn referred to the employee evaluations as being a guideline when considering pay raises. Witthuhn made it clear he was not opposed to a raise, just not that amount. Mrs. Murphy asked if he uses the evaluations on all employees. Yes. Murphy said so when you come out of executive session you lumped all the employees together like the administrative personal. Do you evaluate by person? Witthuhn responded by saying similar evaluations could be in the same raise category. Mrs. Murphy thanked Witthuhn.

OFF CAMERA:

Witthuhn moved to go off camera at 8:15 PM for the signing of warrants, purchase orders, blanket certificates and any other business brought before the board, noting there would be at least one executive session to consider employment. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber - yes. Motion carried.

Witthuhn moved to go into executive session at 8:23 PM for the purpose of employment interview; confidential BWC matter and employee discipline. Esber seconded. All voted yes. Motion carried.

Witthuhn moved to come out of executive session at 9:19 PM. Esber seconded. All voted yes. Motion carried.

Esber moved that all salaried employees shall submit an accurate time record of hours worked to the fiscal officer biweekly effective January 16, 2020. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – no, due to it being too difficult to track Mary Jean hours. Motion carried.

Kusnerak moved to appoint Patti Wetterman to a five year Zoning Commission term expires December 2024. Esber seconded. All voted yes. Motion carried.

Witthuhn moved to appoint Sy Mougrabi to fulfill the unexpired term in the Zoning Commission that expires December 2022. Kusnerak seconded. All voted yes. Motion carried.

Kusnerak moved to offer a Zoning Commission alternate position to Robert Morton, pending successful completion of all pre-employment requirements. Esber seconded. All voted yes. Motion carried.

Esber moved to have the zoning vehicle remain at town hall effective January 18, 2020. Witthuhn seconded. All voted yes. Motion carried.

Kusnerak will issue Paul Magovac a verbal warning for not obtaining board approval for a purchase made in December 2019 that exceeded \$750.00 limit.

Witthuhn moved to send a letter to the Medina County Commissioners objecting to the annexation of South Carpenter property. Esber seconded. All voted yes. Motion carried.

ADJOURN:

Witthuhn move to adjourn at 9:54 PM. Esber seconded. All voted yes. Motion carried.

John Witthuhn, Chair Trustee

Katherine Esber, Fiscal Officer

Christina Kusnerak, Vice-Chair Trustee

Michael Esber, Trustee