

BRUNSWICK HILLS TOWNSHIP TRUSTEES

REGULAR MEETING

January 8, 2019

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

Board of Trustees Chair, Christina Kusnerak, Vice-Chair Michael Esber, Trustee John Witthuhn, Zoning Inspector Evelyn Czyz, Foreman Paul Magovac, Fire Chief Anthony Strazzo and Sargent James Stanford.

Kusnerak called the meeting to order at 7:01 PM and noted the meeting was properly advertised.

PRESENTATION:

Chris from the Medina County Auditor's office. Dog tags are due by January 31, 2019, 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:

DEPARTMENT REPORTS:

Zoning Department:

Evelyn Czyz gave the activity report for the month of December, monies collected is \$235.00. 2018 had two-hundred thirteen permits issued and sixteen of those permits were new dwellings.

Witthuhn announced receiving an email from Daryl Lucien indicating that he would like to be reappointed to the Board of Zoning Appeals as an alternate for 2019. Witthuhn moved to appoint Mr. Lucien as an alternate for 2019. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Police Department:

Sargent Sanford presented a request for the purchase of eight Tait TM9400 radios in the amount of \$18,076.96 to include a purchase order to Cleveland Communications Inc. Witthuhn clarified that the radios would accept the MARCS system. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Sargent Sanford gave the 2018 departmental review.

Fire Department:

Chief Strazzo requested approval to attend the 2019 Ohio Fire Chiefs Winter Symposium and Legislative Update on March 5-6th in Columbus. Request approval for hotel (approx. \$150) and conference registration (\$120.00) to be paid from BC #60 Training. Witthuhn moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion Carried.

Strazzo explained items that needed repaired and the projected cost to Squad 27-1. After a few minutes of discussion about the age of the vehicle and plans to replace it. Strazzo asked to approve \$2,500.00 for the repairs to be paid from Repairs and Maintenance Vehicle. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak - yes. Witthuhn –yes. Motion carried.

Election of representatives for the Volunteer Firefighter Dependent's Fund. Strazzo explained the proper procedure (per the ORC) that needed followed to have persons elected as representatives of the fire department. Esber moved to nominate Kusnerak and Witthuhn. Witthuhn seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Request acceptance of donation of 1 couch from Mike Esber for fire station one. Witthuhn moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Dispatch advisory board meeting has been scheduled for January 22nd.

Chief Strazzo announced that Steve Schmitt sent the department a National flag that had been flown of his base in Kuwait that included a letter of authenticity. Steve extended gratitude to all that donated items that were set to his group, it was enjoyed by all.

Chief Strazzo gave an overview of the funds and amounts utilized by the fire department.

- 2018 – \$1.3 million appropriated, \$1.05 encumbered or roughly 78% of the total budget.
- 2019 - \$1.6 million budgeted
 - Full-time firefighter/paramedic hiring process (testing, psychological, equipment, uniforms)
 - Full-time firefighter/paramedic wages and benefits
 - Part-time secretary (up to 20 hrs. per week)
 - Increase in Medina County TROT Team dues and fees
 - Replacement of truck 24 and brush equipment (budgeted for in 2018 but not completed)

From EMS Fund –

- \$300,000 appropriated for new ambulance (ordered in 2019, received in 2020)

Service Department:

Magovac gave the department's activity report for December.

There was several minutes of discussions about trees on Foskett road. Magovac explained that in the spring the department will begin tree trimming and removal of the tree if necessary. Residents will be notified, giving the opportunity to request that the department on remove and/or trim the tree back. Giving the road direct sun light helps with removing standing water that can damage the road.

Magovac requested the following repairs be paid from BC #29.

- 2011 International - \$1,382.89.
- 2015 Western Star - \$1,146.15.

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

TRUSTEES' REPORT:

Mike Esber:

John Witthuhn:

Witthuhn mentioned setting a meeting to discuss the 303 property and would like to meet with the M.C. Park District to see if the offer to assist with the planning and cost was still available; he would bring that information to the township's meeting.

Magovac forgot to report on the bike path thru Medina County. Brunswick is ok with Sleepy Hollow to Substation to Laurel to South Carpenter to Sleepy Hollow to Plum Creek Parkway.

Chris Kusnerak:

Kusnerak explained that per the recommendation from our IT we will be upgrading to Windows 10 at no cost.

FISCAL OFFICER'S REPORT:

Witthuhn stated that there are po's, bc's and a bank reconciliation to be signed.

Kusnerak presented the fiscal officers spread sheets for approval; reading the purchase orders and blanket certificates with large amounts by vendor. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

OLD BUSINESS:

Esber reported that he is still awaiting a response from Bethany in reference to tax abatement, he will call again tomorrow.

Esber has received several available dates from Elizabeth to discuss the rubbish issue. As soon as he has dates from the other trustees a meeting can be set for discussing the next step.

NEW BUSINESS, MISCELLANEOUS & CORRESPONDENCE:

Witthuhn moved to approve the 2019 storm water invoice received from the M.C. Commissioners in the amount of \$1,800.00 from line item 1000-690-352-0000. Esber seconded. Kusnerak – yes.

Witthuhn asked for approval to sign an agreement and a purchase order for the annual maintenance of the generators. The amount will be a minimal increase from last year due to having a two year contract with Cummins Bridgeway. Witthuhn moved for approval for \$ 1,045.14 per year. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn also discussed the Lighthouse Solutions annual maintenance agreement and cloud backup. Discussing the amounts as sent in by Lighthouse, Witthuhn moved to issue a purchase order to Lighthouse Solutions in the amount of \$14,571.19. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

UPCOMING MEETINGS:

Trustees: January 22nd
ZC: Organizational January 10th at 6:30/Regular meeting at 7
BZA: Organizational January 9th
Special:

PUBLIC INPUT:

Patricia Wetterman, Substation Road, asking for updated information on the rubbish matter. Esber clarified that the township is still researching the matter, no decisions has been made and this will not happen quickly.

OFF CAMERA:

Kusnerak moved to go off camera for the signing of warrants, purchase orders and for an executive session for employee compensation. Witthuhn added any other business brought before the board, noting the time to be 8:01 and seconded the motion. Witthuhn – yes. Esber – yes. Kusnerak –yes. Motion carried.

Kusnerak moved to go into session for employee compensation at 8:26 PM. Esber seconded. All voted yes. Chief Strazzo was invited to participate. Motion carried.

Kusnerak moved to come out of executive session at 9:40 PM. Esber seconded. All voted yes. All voted yes. Motion carried.

Witthuhn moved that the cleaning staff, administration staff, part time service employees, part time police, all firefighter department personnel, service foreman,

zoning inspector, zoning secretary and the police chief receive a 3% raise. Raise will be effective next payroll period. Kusnerak seconded. All votes yes. Motion carried.

Witthuhn moved for the township to pay for Fire Chief's dry cleaning not to exceed \$800.00 per year and to increase his cell phone stipend to \$60.00 a month. Esber seconded. All voted yes. Motion carried.

Witthuhn moved to approve the confidential settlement agreement as specified and authorize Kusnerak to sign on behalf of the township. Kusnerak seconded. All voted yes. Motion carried.

ADJOURN:

Witthuhn move to adjourn at 9:52 PM. Kusnerak seconded. All voted yes. Motion carried.

Christina Kusnerak, Chair Trustee

Katherine Esber, Fiscal Officer

Michael Esber, Vice-Chair Trustee

John Witthuhn, Trustee