

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
June 23, 2020

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, June 23, 2020 at Brunswick Hills Township Town Hall.

Board of Trustees, Chair, John Witthuhn, Vice-Chair Christina Kusnerak, Trustee Michael Esber, Fiscal Officer Katherine Esber, Assistant Chief Haas and Foreman Paul Magovac.

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

PRESENTATION:

MINUTES:

Witthuhn moved to approve the July 9th Public Hearing minutes. Kusnerak seconded. Esber – second. Kusnerak – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to approve the June 9th Regular meeting minutes. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Witthuhn gave a recap of the June 9th, 2020 Public Hearing of the Redwood Project. Indicating a vote of two to one to reject the recommendation of the zoning commission and accept the rezoning request.

Witthuhn gave a recap of off camera action by the board at the June 9th meeting. An executive session for applicant interviews. The board hired Ramona Bliss as the new township administrative assistant.

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

DEPARTMENT REPORTS:

Zoning Department:

Kusnerak explained the reason for preparing and adopting a resolution as described in the Ohio Revised Code - 505.87. ORC 505.87 allowing the Board of Trustees to take action on unkempt property in the township as long as the guidelines as met.

Esber moved to offer and adopt **Resolution 28-2020**, specifically for property owner at 4467 Grafton Road, sending notice in accordance with ORC 505.87; Abatement, control or removal of vegetation, garbage, refuse or debris. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried. Kusnerak will prepare the resolution and procedures to be implemented at the next town hall meeting.

Esber moved to authorize Kusnerak to take action concerning the Grafton Road property by sending the courtesy letter. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn –yes. Motion carried.

Witthuhn moved to move the July 1, 2020 BZA meeting to the Diamond Event Center, 1480 Pearl Road, due to pandemic restrictions. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Police Department:

Fire Department:

Phone approval received on 6/15/20 for repairs to Tanker 22. Total amount for all \$9,985.48 which includes amount \$3,022.58 approved at 6/9/2020 meeting. To be paid from PO requested 6/9/2020. Esber moved to approve the additional cost of repairs. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Announcements:

Hydrant painting to begin – South of Center and east of Pearl

Fire Inspections have resumed

Update on dilapidated properties.

Witthuhn thanked FPO Matt Payne and others that were instrumental in contacting the new property owner on Orchard. There has been some items addressed.

SERVICE DEPARTMENT:

FYI, New salt contract is in and was awarded to Compass Minerals for the price of \$53.42 per ton, a savings from last year of \$22.90 per ton.

Magovac and the board discussed the Bergman paving contract and their request to be let out of their contractual obligation. Esber and Magovac have been in contact with the MCHC office, Esber has spoken to the MC Prosecutor's office; both are in agreement to allow the request.

Trustee Witthuhn offered the following resolution and moved adoption of same which was duly seconded by Esber.

RESOLUTION NO. 29-2020

WHEREAS, the Board of Trustees hereby resend Resolution 26-2020, hiring Henry W. Bergman Inc. for co spec 402 for the 2020 road resurfacing of Pilgrim Valley, Puritan Dr. and Mayflower Oval;

WHEREAS, Henry W. Bergman has contacted the Medina County Engineers requesting to be released from their contractual obligation due to a financial error creating a financial hardship to continue the project,

WHEREAS, James Bergman, President, CEO of Henry W. Bergman Inc., will reimburse the township for the advertising in the amount to \$200.00 as well as an additional \$200.00 for future advertisement for bids;

THEREFORE BE IT RESOLVED; that The Board of Trustees of Brunswick Hills Township, Medina County, hereby accepts the recommendation of the Medina County Highway Engineers, as well as legal counsel, to release Henry W. Bergman from their contractual obligation to the township and accept funds offered in the amount of Four Hundred Dollars and zero cents (\$400.00).

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

Kusnerak stated that her preference would be to review the “breach of contract” clause and utilize it.

Witthuhn moved to re-advertise the paving of Pilgrim Blvd., Puritan Dr. and Mayflower Oval. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Magovac requested to close PO#67 Cargill Salt for the amount of \$9,141.34 and issue a new purchase order to Compass Minerals in the amount of \$9,141.34. Kusnerak moved to approve the request. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Magovac requested to spend no more than \$2,500.00 from the Cemetery Fund to repair the driveway. Esber moved to approve the request. Kusnerak says this is a temporary fix at some point the drive needs to be replaced. Kusnerak seconded. Witthuhn – yes. Kusnerak - yes. Esber – yes. Motion carried.

The trustees discussed a request for a “no outlet” sign on Slate Drive. Magovac explained what the township is required to do regarding road signs; explained that the resident and the HOA have been contacted, the HOA is not willing to spend the money for the sign.

TRUSTEES’ REPORT:

John Witthuhn:

Christina Kusnerak:

Michael Esber:

FISCAL OFFICER:

Katherine Esber reported there are warrants, PO/BC’s and payroll to be signed. Purchase orders are to Compass Minerals (approved earlier), BC for postage (Zoning) \$750.00, then and now to Pro Vision (PD) \$3,354.00. Witthuhn moved to approve two PO’s as stated. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve the payment listing dated June 22, 2020 in the amount of \$39,938.56. Esber seconded. Witthuhn withdrew his motion.

Kusnerak moved to approve the June 22, 2020 payment listing in the amount of \$39,938.56. Esber seconded. Witthuhn – abstain. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve payroll for June 30, 2020 in the amount of \$59,680.81. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak –yes. Motion carried.

Witthuhn moved to approve the payment listing dated June 15, 2020 in the amount of \$40,272.97. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve the BC and PO’s:

BC for Advertising	\$747.66
PO Medical (police)	\$200,000.00
PO Mr. Tire (police)	\$1,817.05

Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

Esber asked the board if they are ready to discuss a new attorney option for the union contract. Kusnerak is waiting for a quote from Johnathon Downs. A quote has not been received, Katherine will follow up.

NEW BUSINESS:

Esber presented a letter drafted to the Medina County Highway Engineers addressing safety concerns expressed by residents.

Kusnerak moved to send the letter asking for a traffic light to be installed on Substation Road at the intersections of Autumnwood Lane and Wolff Drive and a speed study of Substation Road, between Route 303 and Grafton Road to reduce the speed limit to 35 mph. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Trustee Witthuhn offered the following resolution and moved adoption of same:

**BRUNSWICK HILLS TOWNSHIP, MEDINA COUNTY, OHIO
RESOLUTION NO. 30-2020**

A RESOLUTION PURSUANT TO HOUSE BILL 481 AFFIRMING COMPLIANCE WITH THE REQUIREMENTS TO RECEIVE FUNDING FROM THE MEDINA COUNTY CORONAVIRUS RELIEF DISTRIBUTIONS AND DIRECTING THE FISCAL OFFICER TO ESTABLISH A SEPARATE ACCOUNT FOR SAID CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT FUNDS

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136, (the CARES Act) was signed into law by the President of the United States on March 27, 2020; and

WHEREAS, the Ohio General Assembly established a process for distributing funds provided by the "Coronavirus Aid, Relief, and Economic Security Act" in House Bill 481 of the 133rd General Assembly (SB 310); and

WHEREAS, HB 481 requires subdivisions receiving funds under Section 1 of the act, to pass a resolution affirming that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations before receiving said funds; and

WHEREAS, Brunswick Hills Township is requesting its share of funds from the Medina County Coronavirus Relief Distribution Fund.

NOW THEREFORE, be it resolved:

Section 1. That the Board of Trustees of Brunswick Hills Township affirms that all funds received from the Medina County Coronavirus Relief Distribution Fund pursuant to HB 481 be expended only to cover costs of the Township consistent with the requirements of section

5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations and guidance only to cover expenses that:

Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);

- (1) Were not accounted for in Brunswick Hills Township's most recently approved budget as of March 27, 2020; and
- (2) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

FURTHERMORE, in compliance with HB 481, be it resolved by the Board of Trustees of Brunswick Hills Township that the Brunswick Hills Township Fiscal Officer take all necessary action to:

- (1) On or before October 15, 2020, pay any unencumbered balance of money in the Brunswick Hills Township's local coronavirus relief fund to the Medina County Treasurer;
- (2) On or before December 28, 2020, pay the balance of any money in the Brunswick Hills Township's local coronavirus relief fund to the state treasury in the manner prescribed by the Director of the Ohio Office of Budget and Management; and
- (3) Provide any information related to any payments received under HB 481 to the Director of the Ohio Office of Budget and Management as requested.

Section 2. That the Fiscal Officer of Brunswick Hills Township is hereby directed to establish a separate account for said Coronavirus Aid, Relief, and Economic Security Act funds.

Said resolution was duly seconded by Trustee Michael Esber and the roll called on the question of its adoption.

Christina Kusnerak, Trustee - Yes. John Witthuhn, Trustee – Yes. Michael Esber, Trustee – Yes.

Witthuhn explained the Ohio Office of Budget and Management filing requires two persons. Witthuhn requested a motion be offered naming himself and Katherine Esber as authorized persons for the township to sign and file all needed documents on behalf of the township. Kusnerak so moved. Esber seconded. Witthuhn – yes. Esber – yes. Esber – yes. Motion carried.

Kusnerak presented the City of Brunswick cable office expense 2020 first quarter invoice and moved to approve payment in the amount of \$19,932.42. Esber seconded. Witthuhn – abstain. Kusnerak – yes. Esber – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

UPCOMING MEETINGS:

Special: Budget – June 25th 10AM.
BZA: July 1st – Diamond Event Center, 1480 Pearl Road
Zoning Commission: July 2nd – Town Hall
Trustees: July 14th – 7:00 PM

PUBLIC INPUT:

There may be an executive session to discuss employee compensation.

OFF CAMERA:

Witthuhn moved to go off camera at 7:54 pm, for the signing of warrants, PO's, BC's and any other business brought before the board. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved increase Carol Bianchi hourly rate to \$15.00 effective with the next pay period. Kusnerak seconded. All voted yes. Motion carried.

Discussion of a road ride with the engineer's office regarding future road projects.

ADJOURN:

Kusnerak moved to adjourn at 8:22 pm. Witthuhn seconded. All voted yes. Motion carried.

John Witthuhn, Chair Trustee

Katherine Esber, Fiscal Officer

Christina Kusnerak, Vice-Chair

Trustee Michael Esber, Trustee