

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**

**August 11, 2020**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, August 11, 2020 at Brunswick Hills Township Town Hall.

Board of Trustees, Vice-Chair Christina Kusnerak, Trustee Michael Esber, Fiscal Officer Katherine Esber, Police Chief Sopkovich, Assistant Chief Haas and Zoning Inspector Evelyn Cycz

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

**PRESENTATION:** Sopkovich introduced the new Reserve police officer, Joseph Manning and was sworn in by Trustee Esber

**MINUTES:**

July 14<sup>th</sup>, 2020 Regular Meeting, Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Motion carried.

July 28<sup>th</sup>, 2020 Regular Meeting Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Motion carried

July 30<sup>th</sup>, 2020 Special Meeting Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Motion carried

(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:**

Ms. Cycz read her report regarding what was done for the month of July 2020 and fees collected were \$5,155.37 for the month

**Police Department:**

Request to send Sgt. Jim Sanford to Command Leadership Institute in Akron, Ohio on Sept 28 – October 2, 2020. Request Purchase order to FBI-LEEDA in the amount of \$695.00 from 2191-210-318-000, Training. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Motion carried.

Mentioned the township is allowed to shoot guns as long as backstops and precautionary measures are taken to insure no harm is brought to other residents or property.

**Fire Department:**

Request approval for tanker 22 and 2 members to participate in a tanker shuttle drill in Columbia Station on August 15, 2020 from 8:00 am to noon. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Motion carried.

Approval has been received from FEMA to proceed with the purchase of 4” hose and appliances. This was applied for in the grant addendum. This will save the taxpayers just over \$29,000. Request PO to MES in the amount of \$29,837.64 from line item 2192-760-740-0000, Machinery Equipment and Furniture for the purchase of hose and appliances. This will be reimbursed by FEMA when the invoice is submitted. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Motion carried.

Announcement was made that the Fire Dept. identified the need for a backsplash between the kitchen cabinets and counter at station #2. Kyle Mares, the brother of one of the firefighters has offered to install the tile as part of his Eagle Scout project. Initially, he also offered to pay for all materials out of his own pocket. The Brunswick Hills Firefighters Association then offered to chip in. That being said, Chief Strazzo also approved 1/3 of the cost creating a win-win for all participants. Total cost of the project is between \$500 - \$600.

**SERVICE DEPARTMENT:**

Esber read report for work completed for the month of July 2020. Total hours worked for July were 671 for all employees.

**TRUSTEES’ REPORT:**

**John Witthuhn:** none

**Christina Kusnerak:** none

**Michael Esber:** An email was received by Andy Conrad, Medina County Engineer, regarding a grant applied for to conduct a survey at Substation and Autumnwood for traffic and speed

**FISCAL OFFICER:**

FO Esber asked that payroll be approved as listed, warrants to be signed as listed and PO’s as presented.

Katherine read the purchase order spreadsheet as follows:

Fire	Warren Fire	\$ 29,837.64-approved earlier
Police	FBI-LEEDA	\$ 695.00-approved earlier
Police	T&N Axon	\$ 5,208.00

Esber moved to approve the spreadsheet. Kusnerak seconded. Esber – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve the August 3, 2020 payment listing in the amount of \$ 40,555.74 Esber seconded. Esber – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve the August 10, 2020 payment listing for \$ 17,675.27, which excludes the payment to Vicky Waters for her services. Esber seconded. Esber – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve payroll dated August 11, 2020 for \$50,836.94. Esber seconded. Esber – yes. Kusnerak – yes. Motion carried.

Esber asked the board to Resolution 38-2020 for a re-allocation of police funds from the uniform line item to the payroll line item for \$10,903.51 Kusnerak moved to approve. Esber seconded. Esber – yes. Kusnerak – no. Motion carried.

Esber indicated the Bank Req for the month of July was completed and needs to be signed

**OLD BUSINESS:** Kusnerak brought up the request for a BC for the sound system from the Covid line item; however, FO Esber stated you couldn't have two BC's open simultaneously for the same line item. This was put on hold.

**NEW BUSINESS:**

Esber mentioned the Cintas Antibacterial Wipes were available at a cost of \$1,680 and needs to be approved. This is to be paid from the Covid line item. Kusnerak moved to approve. Esber seconded. Esber – yes. Kusnerak – no. Motion carried.

Kusnerak mentioned she is waiting on the State of Ohio to move forward with allowing the building on Pearl Road to be taken down.

**MISCELLANEOUS & CORRESPONDENCE:**

None

**UPCOMING MEETINGS:**

BZA: September 2, 2020  
Zoning Commission: September 3, 2020  
Trustees: Aug 25, 2020

**PUBLIC INPUT:**

Brian Rivzy, 893 Woodfield in Autumnwood talked about what was available for Veterans for Mental issues and PTSD. He stated he is a veteran and has veteran friends that will not go to the VA and are looking for help. Chief Sopkovich mentioned to call the Brunswick Hills Police and they are available to talk and get them to the party that could best help them. He also mentioned the speeding and dangers of the current speed limit on Substation Road and would very much like to see something done there.

**OFF CAMERA:**

Kusnerak moved to go off camera at 7:37 PM for the signing of warrants, purchase orders, blanket certificates and any other business brought before the board. Esber seconded. Esber – yes. Kusnerak – yes. Motion carried.

**ADJOURN:**

Kusnerak moved to adjourn at 8:06PM. Esber seconded. All voted yes. Motion carried.

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~~John Withuhn~~, Chair Trustee

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Katherine Esber, Fiscal Officer

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Christina Kusnerak, Vice-Chair

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Trustee Michael Esber, Trustee