

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING

July 28, 2020

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, July 28, 2020 at Brunswick Hills Township Town Hall.

Board of Trustees, Chair, John Witthuhn, Vice-Chair Christina Kusnerak, Trustee Michael Esber, Fiscal Officer Katherine Esber, Police Chief Sopkovich and Assistant Chief Haas

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

PRESENTATION: none

MINUTES:

July 25th, 2020 Special Meeting, Witthuhn moved to approve. Esber seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn provided a recap of the meeting.

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

DEPARTMENT REPORTS:

Zoning Department:

Kusnerak moved to appoint Ron Wetterman to the open BZA position that expires in 2024. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Police Department:

Request to send Sgt. Chris Salveter and Ptl. Jerry Milford to Sig Sauer P320 Armors course in Obetz, Ohio on October 19, 2020. Purchase order request to Sig Sauer Academy on the amount of \$520.00 form 2191-210-318-000, Training. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak –yes. Motion carried.

Request to add Township insurance on a vehicle forfeited to Brunswick Hills Township Police Department as ordered by the Medina Municipal Court under the ORC 4511.19. The vehicle information will remain confidential due to using it for an undercover vehicle, this include authorizing Esber to sign the title. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried.

Request to pay for 10 boxes of disposable masks for the cruisers due to public mask mandate. The cost of the masks were \$299.80. Invoice to be paid through COVID blanket certificate/fund. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Fire Department:

Request approval to switch cellular/data provider for cell phones and aircards/modems from Verizon to AT&T First Net. Adding 3 aircards/modems for new devices. Total new monthly bill will be no more than \$176.95 (current Verizon invoice \$182) *Note this does not include telemetry units for ambulances that is currently billed separately and will remain on our Verizon invoice. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak –yes. Motion carried.

Request purchase from COVID funds in the amount not to exceed \$657.30 for mounting equipment and power supply cords for the surface pro tablets to be installed in the engines as well as laptops that were approved last meeting. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak –yes. Motion carried.

Request approval to have a mandatory department training and meeting at a date to be determined (August/September). Solar training will be held outdoors to limit groups and allow for social distancing. Kusnerak moved to approve. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Moonbeam disinfecting unit has arrived. We will be conducting training with department personnel to operate throughout the Township.

SERVICE DEPARTMENT:

Kusnerak read a letter from Magovac regarding request for a vehicle purchase due to COVID – 19 requirements. Request for PO to Ganley Chevy of Aurora in the amount of \$36,820.95 for the purchase of a 2020 Chevrolet 2500 utilizing 2272 COVID funds. Witthuhn moved to approve, but added stipulation that the township equipment line item will be used for additional COVID – 19 needs as approved by Trustees if we exceed the 2272 fund amount and the equipment line item would be reduced by the cost of the truck if rejected by the State of Ohio. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

TRUSTEES' REPORT:

John Witthuhn: Trustee Witthuhn mentioned the new hire for the Township Administrative Assistant to begin July 29, 2020.

Christina Kusnerak: Trustee Kusnerak asked the board is she can apply for the 2021 Cemetery Grant. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Michael Esber: Nothing at this time.

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 | BC Medical Insurance | \$ 33,000.00 |
| Police | T&N Galls | \$ 243.75 |
| Township | T&N Huntington Bank | \$ 483.63 |
| Police | T&N Auto Trim | \$ 578.00 |

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

Witthuhn moved to approve the July 20, 2020 payment listing in the amount of \$ 7,926.35 (excludes payment to City of Brunswick). Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried. Kusnerak noted the City of Brunswick invoice had already been approved.

Witthuhn moved to approve the July 27, 2020 payment listing in the amount of \$ 40,647.41. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve payroll dated July 28, 2020 in the amount of \$ 60,715.07. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve the revised list of Brunswick Hills Township credit card list and limits as presented. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Esber asked the board to hire Vicky Waters as an independent contractor working remotely to prepare the minutes at a rate of \$15/hour. Kusnerak stated that our new hire Administrative Assistant could complete the minutes. Witthuhn stated that she would have enough to do learning her new part time position. After several minutes of discussion, Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – no. Motion carried.

NEW BUSINESS:

Witthuhn offered **Resolution 36-2020** as prepared and requested by the Prosecutor’ Office vs Purdue Pharma for Opioid crisis. Duly seconded by Esber. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn brought up the chair replacement project to replace 16 cloth meeting and office chairs at a cost of \$125/each. Witthuhn stated that the Township was concerned about the inability to properly clean and disinfect the chairs and would like to use the 2272-line item. Witthuhn also suggested replacement of the resident chairs for a total cost of approximately \$3000. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn mentioned that he was approached by several residents because they were not able to hear what is being said at the meetings due to social distancing requirements. The sound system upgrade would be needed for better sound quality in Town Hall and for remote access and online meetings at an approximate cost of \$7000, but still waiting on quotes.

MISCELLANEOUS & CORRESPONDENCE:

For issues with trash pick-up please call the 800 number on your Republic invoice

UPCOMING MEETINGS:

BZA: (August 5, 2020) cancelled
Zoning Commission: (August 6, 2020) cancelled
Trustees: Aug 11, 2020

PUBLIC INPUT:

Patricia Wetterman, Substation Road, asked for an update about the James Brother’s project off W130th and the status of choosing a Conservation company. The Board was not aware of any updates.

OFF CAMERA:

Witthuhn moved to go off camera at 7:46 PM for the signing of warrants, purchase orders, blanket certificates and any other business brought before the board. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

ADJOURN:

Witthuhn moved to adjourn at 8:09 PM. Esber seconded. All voted yes. Motion carried.

John Witthuhn, Chair Trustee

Katherine Esber, Fiscal Officer

Christina Kusnerak, Vice-Chair

Trustee Michael Esber, Trustee