

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**September 8, 2020**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, Sept 8, 2020 at Brunswick Hills Township Town Hall.

Board of Trustees, Chair John Witthuhn, Vice-Chair Christina Kusnerak, Trustee Michael Esber, Fiscal Officer Katherine Esber, Fire Chief Strazzo, Road Foreman Paul Magovac and Zoning Inspector Evelyn Cycz

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

**PRESENTATION: None**

**MINUTES:**

August 25<sup>th</sup>, 2020 Regular Meeting, Esber moved to approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn - 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:**

Cycz read her report stating monies collected for the month was \$1,113.20 and several violation notices have been sent

**Police Department:**

None

**Fire Department:**

Chief Strazzo read the run review for the month. He requested PO 40, 59, 62, 108 and 144 be closed as well as BC 76. Kusnerak moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried.

He requested a new PO to Verizon in the amount of \$500, a PO to AT&T in the amount of \$1,606.16 and BC in the amount of \$16,541.50 under the vehicle repair line item. These will be approved under the Fiscal Officer report

Strazzo requested acceptance of the Letter of Resignation from Adam Bartinelli effective 9/18/20, Esber moved to accept and approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Strazzo requested the re-allocation of funds to Decrease the Improvement of Site from the fire fund and increase the Repairs and Maintenance of Vehicles line item both by \$10,000. Witthuhn offered Resolution 40-2020. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried.

Strazzo requested the adoption of a resolution for the disposal of obsolete computer hard drives and equipment. Kusnerak offered Resolution 41-2020. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried.

Strazzo requested the adoption of a resolution for the disposal of obsolete radio equipment on GovDeals. Witthuhn offered Resolution 42-2020. Esber seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Strazzo asked for approval to purchase various items under the CARES Act for Covid related items to total approximately \$2,727. The request includes COVID handout materials, N95 fit testing kit, fit test labor and washable isolation gowns. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Strazzo mentioned there are repairs needed for engine 21-2, more to come as he is attempting to negotiate a lower price.

Strazzo asked for approval to assemble two kits for the township to use for storm damage assessment response from BC9 not to exceed \$750.00. Esber moved to approve. Witthuhn seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Strazzo mentioned the cancellation of the annual Bon Fire and Open house, but will instead be doing a “traveling Open House” sometime in October.

Strazzo discussed the RFP from Medina Township to provide a proposal for Fire services to the Township. A request was presented for Witthuhn and Strazzo to work on the proposal jointly. The final proposal will be presented to the board at the Trustee meeting of 9/22/20. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Mike Stopa, Trustee from Medina Township, addressed the board with what the Twp is looking for as far as providing Fire Service to the Twp. He would like to see a 5-year contract and preferably 24/7 staffing in their fire stations using their equipment.

### **SERVICE DEPARTMENT:**

Magovac presented the monthly report.

Magovac asked to have seven vehicles undercoated at Spray It! LLC for an amount not to exceed \$1,100.00 to be paid from an existing BC. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Requested to purchase four hi back leather chairs from W.B. Mason for the amount of \$459.96 using the Covid BC. Witthuhn moved to approve. Esber seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Requested the approval of a resolution to dispose of 11 chairs that are obsolete and no longer in use by the Township. Kusnerak offered Resolution 43-2020. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Magovac mentioned the Labor Day storms and where high water was and how most roads faired well.

Kusnerak moved to have the Medina County Prosecutor’s Office represent the township for Teamster contract negotiations. Witthuhn seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried.

**TRUSTEES’ REPORT:**

**John Witthuhn:** none

**Christina Kusnerak:** none

**Michael Esber:** None

**FISCAL OFFICER:**

FO Esber asked that payroll be approved as listed in the amount of \$52,287.89, Witthuhn moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Warrants to be approved in the amount of \$174,143.73. Witthuhn noted that amount included the annual payment of two fire engines in the amount of \$109,741.01 and healthcare payment, and moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Warrants to be approved from 8/31/2020 in the amount of \$4,954.03. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Katherine read the purchase order spreadsheet as follows:

Fire	Verizon	\$ 500.00
Fire	AT&T	\$ 1,606.16
Fire	Vasu	\$24,165.04
Police	Medina Cnty San	\$ 367.04
Fire	BC 103	\$16,541.50

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

**OLD BUSINESS:** Esber mentioned he would like to contact the attorney regarding an ongoing BWC matter. Kusnerak moved to approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

**NEW BUSINESS:**

Esber brought up the new healthcare rates with a 5% increase for the next 15 months and he is working to get it extended to 18 months. . Esber asked to be able to negotiate the duration of the plan with Burnham and Flowers. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Witthuhn brought up the new rates for healthcare for the 2021-year and what if any increase will be placed on employees. This was tabled until the 9/22/20 meeting.

**MISCELLANEOUS & CORRESPONDENCE:**

None

**UPCOMING MEETINGS:**

- BZA: October 7, 2020
- Zoning Commission: October 1, 2020
- Trustees: September 22, 2020
- Special: Sept 16, 2020 BZA Aim property and Sept 29, 2020 BZA for Terry Property, both at Diamond Event Center

**PUBLIC INPUT:**

Ron Wetterman 1085 Substation Rd, mentioned the possibility of a postage machine for zoning – this was discussed and for the time we will continue using stamps

**OFF CAMERA:**

Witthuhn moved to go off camera for the purpose of signing warrants and purchase orders and any other business at 8:04 pm. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

**ADJOURN:**

Kusnerak moved to adjourn at 8:38 PM. Esber seconded. All voted yes. Motion carried.

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John Witthuhn, 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