

BRUNSWICK HILLS TOWNSHIP TRUSTEES

REGULAR MEETING

September 22, 2020

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, Sept 22, 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 and Police Chief Sopkovich

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

PRESENTATION:

Chief Strazzo asked to swear in Alex Telatko as an honorary member of the BHT Fire Dept. Trustee Witthuhn administered oath of Office. Alex was recognized for her support of the Stephen Stiller Tunnel to the Towers Foundation run. It was a 7.2-mile run in turnout gear in memory of first responders and those that lost their lives on 9/11.

Telatko was presented with a helmet and turnout coat by Strazzo.

There was a short recess for a photo opportunity at 7:07 pm and re-convened at 7:11 pm.

Beth Biggins-Ramer from Medina County Solid Waste District did a short presentation regarding the updated 5-year plan for communities in Medina County. She asked that a resolution be passed by the board in support of the new implementation of the plan. 60% of the communities is needed for a positive vote by 12/17/2020.

MINUTES:

September 8, 2020 Regular Meeting, Esber moved to approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn - Yes. Motion carried.

September 15, 2020 Special Meeting, Esber moved to approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn - Yes. Motion carried.

Witthuhn provided off camera summary.

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

DEPARTMENT REPORTS:

Zoning Department:

Kusnerak mentioned there would be virtual training opportunities for all zoning staff on 10/18/20 and 11/12/20 from 6pm to 8pm at a cost of \$40/each. The training is sponsored by Leadership Medina County.

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

Police Department:

Chief Sopkovich brought up the fact that we do not have a noise ordinance and provided the Trustees with a copy that has been used throughout the county. Esber asked if the prosecutor has vetted this and Sopkovich replied it was reviewed several years ago so it was asked that it be sent to the Prosecutor's Office for review.

Fire Department:

Strazzo requested approval to submit a fire and emergency medical first responder service proposal to Medina Township. The terms of the request for proposal (RFP) were discussed and it was discovered that residents had requested a copy of the proposal, which was provided by Kusnerak. Witthuhn mentioned the proposal was not a public record at that time because it had not yet been discussed by the board or provided to Medina Twp. Our Twp. proposal is confidential until such time as all bids have been reviewed and a decision made by the Township requesting proposals. Residents, Barb Porter, 3853 Foskett Road and Kathleen Scheutzow, 3926 Foskett Road, both had questions regarding the proposal. FO Esber stated because this is not a public record and the Prosecutor's Office had not yet reviewed her "legal opinion" was not necessary. Strazzo continued to explain how the proposal would work and asked for approval to move forward with the approval to present the proposal to Medina Twp. Witthuhn moved to approve, including authorizing Strazzo to sign on behalf of the Township. Esber seconded. Esber – yes. Kusnerak – no. Witthuhn – yes. Motion carried

Strazzo requested approval of repairs to engine 21-2 in the amount of \$10,266.49 from BC 103. He was able to negotiate this down from \$13,277.62. Kusnerak moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Strazzo mentioned the repairs for engine 21-2 were possibly due to an electrical surge that happened a few weeks ago and FF Posa will be installing surge protectors to prevent this from happening again.

Strazzo read a letter from SW General regarding the fire department receiving the 2020 American Heart Association Mission Life Line Award Gold Plus for its superior delivery of care to those suffering from myocardial infarction.

Strazzo mentioned the "traveling Open House" is set for October 11, 2020 beginning at 11:00 am. The route will be posted on Facebook.

Witthuhn moved to hire Walter Sobczyk II as a part-time FF/Medic pending successful completion of all necessary preemployment requirements. Esber seconded. Esber – yes, Witthuhn – yes, Kusnerak - abstain. Motion carried

SERVICE DEPARTMENT:

Kusnerak mentioned there needs to be three copies of the 2020-bid contract signed for the paving of the Pilgrim Valley area.

Request approval of a phone approval to purchase a new generator from ABC Rental in the amount of \$919.96 to be paid from BC 42. Kusnerak moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

TRUSTEES' REPORT:

John Witthuhn: none

Christina Kusnerak: Kusnerak mentioned she had an invoice for franchise fees for the City of Brunswick cable office that needed to be approved in the amount of \$11,651.00. Kusnerak moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – abstained. Motion carried

Kusnerak reviewed the cemetery fees and indicated they should be increased as the last increase was in 2007. She suggested the fee increases and offered **Resolution 44-2020**. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Michael Esber: None

FISCAL OFFICER:

FO Esber asked that payroll be approved as listed in the amount of \$61,413.78, Witthuhn noted posting date of September 22, 2020 and moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Warrants to be approved in the amount of \$15,369.51. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Katherine read the blanket certificate in the amount of \$242.67 from General Fund - operating supplies – community to be approved. Witthuhn moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

FO Esber noted the August reconciliation was complete.

OLD BUSINESS: Witthuhn asked if everyone was prepared to discuss the employee healthcare contribution amount for future years. FO Esber was not prepared to discuss at this time so it was tabled until the next meeting.

NEW BUSINESS: None

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

BZA: October 7, 2020
Zoning Commission: October 1, 2020
Trustees: October 13, 2020
Special: Sept 23, 2020 9:00 am
BZA Special Meeting 9/29/20 at the Diamond Event Center
7:00 pm

PUBLIC INPUT:

Brian Ridzy, 893 Woodfield Lane asked about the fire proposal, legal review and how will it be funded. Mr. Ridzy asked if Medina Township needed to pass their upcoming fire levy to be able to pay for the proposed service. Strazzo advised that would be up to Medina Township, as they have some money in reserve. Medina Township will be required to provide verification of ability to pay annually to Brunswick Hills Township. Ridzy stated this would be a great opportunity for our township.

Ron Wetterman 1085 Substation Rd, asked about the microphones and speakers and when they would be connected. Witthuhn stated we are still waiting on custom cables

Patricia Wetterman 1085 Substation Rd, thanked the Trustees for approving the educational training sessions for the zoning staff

OFF CAMERA:

Witthuhn moved to go off camera for the purpose of signing warrants, purchase orders, and any other business at 8:29 pm. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

ADJOURN:

Kusnerak moved to adjourn at 8:50 PM. Witthuhn seconded. All voted yes. Motion carried.

John Witthuhn, Chair Trustee

Katherine Esber, Fiscal Officer

Christina Kusnerak, Vice-Chair

Trustee Michael Esber, Trustee