

## **BRUNSWICK HILLS TOWNSHIP TRUSTEES**

### **REGULAR MEETING**

**October 27, 2020**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, October 27, 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 Road Foreman Paul Magovac

Witthuhn called the meeting to order at 7:01 PM and noted the meeting was properly advertised.

#### **PRESENTATION:**

None

#### **MINUTES:**

**October 13, 2020 Regular** Meeting, Esber moved to approve. Kusnerak 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](http://www.brunswickhillstwp.org))

#### **DEPARTMENT REPORTS:**

##### **Zoning Department:**

None

##### **Police Department:**

None

##### **Fire Department:**

Strazzo requested the Board accept the resignation of Eric Bartinelli and thank him for his service. Esber moved to approve and thanked him for his service. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Strazzo requested to adopt a resolution for the donation of an “Indian Fire Fighter” to the Brunswick Area Historical Society and noted Dave Goodyear is on this society. Witthuhn offered Resolution 49-2020. Esber seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Strazzo requested to purchase a spare set of moonbeam UV light bulbs and the approval of a PO to Daylight Medical in the amount of \$1,354.00 from the covid line item. Esber moved to approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Strazzo requested to purchase medical grade masks and the approval of a PO to GTB Medical in the amount of \$1,600.00 from the covid line item. Esber moved to approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Strazzo requested to purchase non-medical grade masks and approval of a PO to Tri – Nine Health in the amount of \$671.31 from the covid line item. Kusnerak moved to approve. Esber seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Strazzo thanked the board for the additions of the sound system and virtual meeting equipment to town hall and also thanked the fire department personal for their efforts with the uptick in Covid cases. Strazzo covered Halloween/Trick-or-Treat safety concerns.

Strazzo requested an executive session to interview for a position of firefighter after the on-camera portion of the meeting.

### **SERVICE DEPARTMENT:**

Paul Requested to purchase new decks/lunch table for the shop to be paid from the covid line item in an amount not to exceed \$2,000 from Office Anything. Esber moved to approve, including a PO. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

### **TRUSTEES' REPORT:**

**John Witthuhn:** none

**Christina Kusnerak:** none

**Michael Esber:** Asked the Board to accept a donation from Tri Nine for the 120 gallons of hand sanitizer with an estimated value of \$1200 and thanked Jason for his donation. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

### **FISCAL OFFICER:**

FO Esber asked that payroll be approved as listed in the amount of \$55,981.16, Witthuhn noted posting date of November 3, 2020 and moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Warrants to be approved in the amount of \$46,672.79. Kusnerak moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Katherine read the excel sheet listing a blanket certificate for General Fund office supplies \$773.70 and from the covid line item in the amount of \$25,000, including the closure of the old BC 97. Also, a T&N PO to Staples from the Police line item in the amount of \$35.84.

Witthuhn moved to approve, adding the provision that the Board must authorize any covid expenses from the BC. Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Witthuhn mentioned the excel sheet from October 19,2020 for a BC for Medical/Hospitalization for the Service Department \$20,000; T&N PO's for the Police Department to Pro Tech Security \$315.29 and Wex Bank (fuel) \$279.30; General Fund for WOW (telephones) \$279.30. Witthuhn moved to approve. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Witthuhn moved to approve warrants from October 19, 2020 in the amount of \$45,185.11 Kusnerak seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

### **OLD BUSINESS:**

Kusnerak mentioned the grant to raze the building at 2291 Pearl Rd. has been approved, but the board may need to take action for the project to be done, as the homeowner is not responding to her notifications.

Kusnerak mentioned the completion of wording for Resolution 28-2020 for the Grafton property is still waiting on a response from the Prosecutor's Office. Witthuhn requested she use the resolution template provided by the Prosecutor's Office to complete this resolution.

Esber mentioned the West Chase property has some interest from potential buyers and he will address the deed restrictions at the next meeting.

Witthuhn asked if everyone was prepared to discuss the employee healthcare contribution amount for future years. FO Esber had some numbers from other townships that are not in our healthcare plan and what the employee charges are. It difficult to compare because the plans are not the same and premiums are all over the board. A decision will be made at the next meeting.

### **NEW BUSINESS:**

Witthuhn mentioned the BAT TV camera replacement and getting quotes on pricing for security cameras for town hall. The Town Hall rental was brought up and whether we should be renting the hall out during covid. Strazzo thought it was a good idea to discontinue the rentals until such further time as it is determined safe. Kusnerak made the motion to discontinue rentals until further notice. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

### **MISCELLANEOUS & CORRESPONDENCE:**

None

**UPCOMING MEETINGS:**

BZA: November 4, 2020 at DEC and Nov 18<sup>th</sup> at DEC  
Zoning Commission: November 5, 2020  
Trustees: November 10, 2020

**PUBLIC INPUT:**

**None**

**OFF CAMERA:**

Witthuhn moved to go off camera for the purpose of signing warrants, purchase orders, and any other business, including an executive session to consider employment at 7:50 pm. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Witthuhn moved to go into executive session for the purpose of employment consideration at 8:01 pm with Chief Strazzo and the applicant. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Witthuhn moved to go come out of executive session at 8:21 pm. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

Witthuhn moved to offer Patrick Barrett a part time position as a paramedic/firefighter pending successful completion of all pre-employment requirements. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

**ADJOURN:**

Kusnerak moved to adjourn at 8:30 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