

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
November 10, 2020

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, November 10, 2020 at Brunswick Hills Township Town Hall.

Board of Trustees, Chair John Witthuhn, Vice-Chair Christina Kusnerak, Trustee Michael Esber, Fiscal Officer Katherine Esber, Zoning Inspector, Evelyn Cycz, 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:

None

MINUTES:

October 27, 2020 regular 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:

Cycz read the zoning report for October 2020.

Cycz and Kusnerak are meeting with The Medina County Prosecutor's Office on Monday regarding Zoning items

Ad for zoning boards will be placed on social media for open positions

Upcoming hearing on November 18 for Redwood has been requested to be cancelled.

Kusnerak moved to cancel and reschedule at a later date. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Zoning Commission December 3 cancelled – no business

Police Department:

Chief Sopkovich requested to send Sgt. Jim Sanford to Executive Leadership Institute in Akron, Ohio on November 30, 2020 to December 04, 2020. Purchase order request to FBI-LEEDA for \$695.00 from Account Code 2191-210-318-0000, Training. Esber moved to approve.

Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried

Chief Sopkovich requested to send Ptl. Nick Balli to Field Training Officer course in Cleveland, Ohio November 17-20, 2020. Purchase order request to North Coast Polytechnic Institute for \$350.00 from Account Code 2191-210-318-0000, Training. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Chief Sopkovich requested a purchase order to Hall Public Safety for an MPH BEE III radar for \$2,345.30 from Account Code 2191-760-740-0000, Machinery. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Chief Sopkovich requested to accept the 2010 Ford Fusion by the Medina Municipal Court under ORC 4503.234 to be forfeited to the Brunswick Hills Police Department. Vehicle will be used as credit for future vehicle purchases. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Esber brought up the Police Department Flooring – and requested a PO to for Monarch \$21,849.50 be approved under the CARES funding. Esber Moved to Approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – no (due to previous objections stated prior meeting). Motion carried

Sopkovich mentioned a written test would be given on November 17 – (which included several townships such as Brunswick Hills, Montville, Hinckley, Medina Township and Westfield Center). If interested the link will be on the Brunswick Hills Township website.

Fire Department:

Strazzo read the run report for October 2020. The fire department responded to 21 patients testing positive for covid the last two weeks of October.

Strazzo requested 4 members attend a November 14, 2020 training from 9-12. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried

Chief Strazzo requested approval for Lt. Brian Dalziel to attend a 48-paramedic refresher course through the Auburn Career Center and a PO to Auburn Career Center for \$350.00 from line item 2281-230-318-000 EMS Training. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried

Chief Strazzo requested approval for FF Nick DiSalvo to attend Advanced Cardiac Life Support (ACLS) recertification class at Southwest General on November 30th. There is no cost for the course and ACLS is required for paramedic recertification. Kusnerak moved to approve. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried

Email approval was received from Trustees Witthuhn and Esber for FF's Nick DiSalvo and Nick Mehalic to attend Pediatric Advance Life Support Recertification on November 6th. There was no cost for the course at Southwest General and ACLS is required for paramedic recertification.

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

Chief Strazzo requested training approval for four members to attend a “Med legal” update at Seville FD. Seville will have an attorney presenting on legal issues related to the delivery of EMS free of cost. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried

Chief Strazzo requested the following purchase orders from the Covid Fund:

Line-X Floor Liner for trailer for \$2,600

Huntington Bank (credit card) for \$1,150.80 for a trailer cover and two tents (to be ordered online)

Strongsville Heating and Cooling for \$1,664.00 for HVAC Scrubbers Station Two

Home Depot for tables, shelves, lights, extension cords and lumber supplies for \$1,706.14

Gorilla Graphics in the amount \$1,989.00 for trailer markings

Witthuhn moved to approve with PO's to vendors. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried

Strazzo talked about the replacement of faucets and flushing mechanisms to no-touch faucets and urinals at Town Hall, Fire Station One and Fire Station Two and the Police Station. After a brief discussion, request approval for PO to Calypso Plumbing using the CARES funding in the amount of \$10,140.00 to replace a total of eight faucets, four urinal flush valves, four kitchen faucets and related parts. The four sink faucets recently replaced by the Police Department will not be changed. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried

Announcements:

Drive Through “Meet Santa” event at Fire Station Two on December 19th from 12:00-3:00 PM.

SERVICE DEPARTMENT:

Kusnerak read run report for October

TRUSTEES' REPORT:

John Witthuhn: none

Christina Kusnerak: none

Michael Esber: none

FISCAL OFFICER:

FO Esber asked that payroll be approved as listed for \$60,485.63, Witthuhn noted posting date of November 17, 2020 and moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak –yes. Esber – yes. Motion carried

Witthuhn moved to approve the T&N PO to Timely Construction for the Police Department repairs and maintenance from November 2, 2020 in the amount of \$165.86. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried

Warrants to be approved for \$24,599.43 from 11/2/2020. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber –yes. Kusnerak – abstain. Motion carried

Esber asked for Warrants from November 9, 2020 to be approved for \$144,073.08. Esber moved to approve. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes, with the exception of the Zashin & Rich invoice in which he abstained. Motion carried

FO Esber read the excel sheet with two T&N PO's for the Police Department, Medina County Sanitary for \$350.90 and True Value for 17.37. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried

Witthuhn moved that any remaining CARES Act funding not already allocated to vendors will be split 50/50 between Police and Fire payroll. Kusnerak seconded. Witthuhn – yes. Kusnerak –yes. Esber – yes. Motion carried

Esber mentioned a letter of request from the Medina County SPCA which will be revisited after the first of the year. She also mentioned the CLOUT contract, which will be discussed at the next meeting.

Esber also mentioned the zoning training for the Sunshine laws and why we are paying when it is offered at no cost from the State. Kusnerak mentioned it added other training and was only two hours rather than the three from the state.

OLD BUSINESS:

2291 Pearl Road property/grant update will be discussed at next meeting.

Resolution 28-2020 will be discussed at next meeting.

Employee health care contributions were discussed along with the increase in the dental plan with the employees willing to pay the difference between the old dental plan and the new upgraded plan. Witthuhn suggested a modest increase. After a lengthy discussion, Kusnerak moved to approve non-union employees continuing to pay the 15% of medical insurance, as well as the difference in the dental plan from the old to the new plan. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – no. Motion carried

Witthuhn mentioned the BAT four Camera Replacement is an acceptable covid expense. Witthuhn motioned to approve a PO to Rushworks for \$7,182 per the recommendation from BAT. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

NEW BUSINESS:

Esber mentioned he talked to County Commissioner Swedick and Medina County sent covid funds to some of our businesses who applied. Witthuhn stated the State of Ohio also just introduced funding available to small business \$125 million, \$37.5 million for bars and restaurants, and others starting November 2nd.

Witthuhn discussed the need for a portable sound system and how it could be used to expand our current sound system, as needed for a large crowd and social distancing. It could also be used at various township functions and the FD mobile unit, and moved to approve a PO using covid funds to Markerek for \$2,000 for portable sound system, stand and connectors. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Town Hall security cameras were discussed to protect our covid fund purchased items and for contact tracing. Witthuhn moved to approve a PO in the amount of \$2,500 to Lighthouse Solutions for security cameras inside and outside. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Discussed annual opt outs for Republic Waste – more discussion needed with Republic and contract terms verified.

MISCELLANEOUS & CORRESPONDENCE:

UPCOMING MEETINGS:

BZA: November 18, 2020 Cancelled, and December 2, 2020
Zoning Commission: December 3, 2020 - Cancelled
Trustees: November 24, 2020

PUBLIC INPUT:

Cyz Thanked Veterans in advance of Veteran's Day.

Trica Murphy 4041 Foskett – asked if covid funds are being used for chairs for the audience, police faucets (which were replaced by the police department 2 weeks ago) and asked Witthuhn why he voted no for flooring. Asked about shields for zoning board meetings. Witthuhn stated he agreed with replacing the flooring but wanted the police to use the balance of their fund for facility repairs first per the guidance of the Ohio Office of Budget and Management. Witthuhn stated the chairs for the audience were not purchased because every member of the audience said they did not want the chairs replaced after the Board approved. Murphy stated she would like chairs replaced with padded chairs and agreed to supply a recommendation to the Board in a timely manner. Kusnerak will follow up on plexiglass partitions from previous discussion.

Patti Wetterman 1085 Substation Rd - asked about township owned property on West Chase. No status update at this time.

Robert Murphy 4041 Foskett – asked about the chairs using a BC instead of a PO. It was stated that all remaining funds needed to be allocated prior to Nov 20th or will need to send back to the County. Witthuhn mentioned previous approval was about \$1,100 out of a BC.

Linda Kuenzer 1805 Marks Road introduced herself and her husband as they are in the process of building a house in the township.

OFF CAMERA:

Witthuhn moved to go off camera for signing warrants, purchase orders, and any other business, at 9:24 pm. Esber seconded. Esber – yes. Kusnerak –yes. Witthuhn – yes. Motion carried

ADJOURN:

Kusnerak moved to adjourn at 10:00 PM. Esber seconded. All voted yes. Motion carried.

John Witthuhn, Chair Trustee

Katherine Esber, Fiscal Officer

Christina Kusnerak, Vice-Chair

Trustee Michael Esber, Trustee