

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**February 23, 2021**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, February 23, 2021 at Brunswick Hills Township Town Hall.

Board of Trustees, Chair Michael Esber, Vice-Chair John Witthuhn, Police Chief Sopkovich, Fire Chief Strazzo and Service Foreman Paul Magovac present.

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

**PRESENTATION:**

Tom Jenkins from Medina County SPCA thanked Brunswick Hills Township for the donation of \$2,000.00 to the Medina County SPCA.

**MINUTES:**

February 9, 2021 Regular Meeting, will be approved next meeting.

(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:**

Sopkovich thanked the community for the support and understanding due to Covid.

Sopkovich presented the annual police department report for 2020 and encouraged residents to view the report on the website.

Sopkovich requested to purchase training simunitions conversion kits and ammo from Kiesler Police Supply. PO request to Kiesler Police Supply in the amount of \$1,630.00 from Account Code 2191-210-318-0000 Training Supply. Esber moved to approve. Witthuhn seconded. Witthuhn –yes. Esber – yes. Motion carried.

**Fire Department:**

Strazzo received phone approval for Firefighter Mehalic and DiSalvo to attend Ice Rescue training at the Valley City Fire Department on February 22 and 27<sup>th</sup>, in the amount of \$40. Witthuhn moved to approve. Esber seconded. Esber – yes. Witthuhn – yes. Motion carried.

Strazzo requested to accept the resignation of Firefighter Mike Perlatti, effective March 1<sup>st</sup>, 2021. Mike has been with the department for almost 13 years. He served as Lieutenant and

Captain assisting in the design of our engines and squad 27-2. He was recently promoted to Lieutenant at the City of Twinsburg. Esber moved to accept the resignation and thanked Mike Perlatti for his service. Witthuhn seconded. Witthuhn – yes. Esber – yes. Motion carried

Strazzo requested approval for the annual preventive maintenance and testing of fire apparatus and rescue squads per quote for approximately \$ 7,000.00, which includes engine service at \$1,597.50 per vehicle, additional \$250.00/\$300 for pump testing. Annual service for rescue squads at \$1,080.00 per vehicle. PO's to Fallsway were previously requested. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried

Strazzo requested approval for the annual preventive maintenance and quarterly air quality testing of our breathing air fill station by Breathing Air Systems the amount of \$1,216.89 to be paid from BC #60 Repairs and Maintenance Scheduled. Esber moved to approve. Witthuhn seconded. Witthuhn – yes. Esber – yes. Motion carried.

Strazzo requested approval to accept and sign the grant letter from State of Ohio Fire Marshal on behalf of the Township towards the cost of MARCS radio service. Witthuhn moved to approve. Esber seconded. Esber – yes. Witthuhn – yes. Motion carried

Strazzo reminded residents to stay off frozen water sources. If you see anyone or a pet on the ice, safely get them off or call emergency number for assistance.

Strazzo announced the Brunswick Hills Fire Association will provide the cleaning supplies to the Eagle Scout project to clean up the cemetery.

Strazzo thanked the Eagles for the donation made to the Brunswick Hills Fire Association.

#### **Service Department:**

Magovac requested a resolution to accept the bid from Karvo Paving for paving Sleepy Hollow Road for the amount of \$398,158.40. The township's portion will be 45% and OPWC will pay 55%. Esber offered **Resolution 15-2021**. Witthuhn seconded. Witthuhn – yes. Esber – yes. Resolution adopted.

Magovac requested to purchase tar and rental of machine for crack sealing from DJL Material & Supply Inc. for the amount of \$4,995.00, to include a purchase order from contracted services. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Magovac requested to close PO #19-2020, Huntington Bank (Fuel). Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

#### **TRUSTEES' REPORT:**

##### **Michael Esber:**

None

##### **John Witthuhn:**

None

**FISCAL OFFICER:**

Witthuhn moved to approve payment listing dated February 15, 2021 in the amount of \$17,144.05. Esber seconded. Esber – yes. Witthuhn – yes. Motion carried.

Esber moved to approve payment listing dated February 22, 2021 in the amount of \$39,327.36, excluding the Zashin and Rich invoice in the amount of \$240.30. Witthuhn seconded. Witthuhn – yes. Esber – yes. Motion carried.

Esber moved to approve payroll dated February 23, 2021 in the amount of \$59,020.83. Witthuhn seconded. Witthuhn – yes. Esber – yes. Motion carried.

Esber moved to approve PO and BC, as follows: PO # 79-2021 Karvo Paving in the amount of \$190,000.00. PO #80-2021 DJL Material & Supply, Inc. in the amount of \$4,995.00. PO #78-2021 Kielsers Police Supply in the amount of \$1,630.00. T & N PO 81-2021 Medina County Emergency Management in the amount of \$1,563.96. Witthuhn seconded. Witthuhn – yes. Esber – yes. Motion carried.

Esber advised the January bank reconciliation was complete.

**OLD BUSINESS:**

Witthuhn announced the Republic Opt-Out list will be finalized off camera.

**NEW BUSINESS:**

Witthuhn moved to approve the Medina EMA invoice in the amount of \$2,679.00. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried

**MISCELLANEOUS & CORRESPONDENCE:**

None

**UPCOMING MEETINGS:**

BZA: March 3rd at 7PM Virtual

Zoning Commission: March 4th at 7PM Virtual

Trustee: March 9 at 7PM

**PUBLIC INPUT:**

None

**OFF CAMERA:**

Esber moved to go off camera at 7:34PM to sign purchase orders, warrants and conduct any business brought before the board. Witthuhn seconded. Both voted yes. Motion carried.

Witthuhn moved to approve the Republic Waste opt-out list, currently at 113. The opt-out period ended February 19, 2021. Both voted yes. Motion carried.

**ADJOURN:**

Witthuhn moved to adjourn at 8:05PM. Esber seconded. Both voted yes. Motion carried.

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Michael Esber, Chair Trustee

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Katherine Esber, Fiscal Officer

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John Witthuhn, Vice-Chair Trustee

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Christina Kusnerak, Trustee