

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING

March 9, 2021

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, February 9, 2021 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Michael Esber, Vice-Chair John Witthuhn, Trustee Christina Kusnerak, Fiscal Officer Katherine Esber, Zoning Inspector Evelyn Czyz, Police Chief Sopkovich, Fire Assistant Chief Haas and Service Foreman Paul Magovac present.

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

PRESENTATION:

None

MINUTES:

February 9th Regular Meeting, Witthuhn moved to approve, Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – abstain.

February 23rd Regular Meeting, Esber moved to approve, Witthuhn seconded. Witthuhn – yes. Esber – yes. Kusnerak – abstain.

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:

Czyz read the Zoning Department monthly report for February 2021.

Kusnerak stated the changes of the Zoning Commission dates. April 1st has been changed to April 8th and July 1st has been changed to July 8th.

Kusnerak moved to approve the map amendment submittal dates. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Police Department:

Sopkovich requested to promote Ptl. Przemyslaw Piekut to the rank of Sgt. with Brunswick Hills Township Police Department. Ptl. Piekut has successfully completed the promotional process of a written exam and oral assessment. Ptl. Piekut has been a police officer since 2013 and with Brunswick Hills Township Police Department since 2014. Esber moved to approve. Kusnerak seconded. Witthuhn – abstain. Esber – yes. Kusnerak – yes. Motion carried.

Sopkovich requested an Executive Session for an applicant interview for position of patrolman.

Esber and Sopkovich stated that confirmation was received for the police department replacement levy to be on the May, 2021 ballot.

Fire Department:

Haas read the Fire Department monthly report for February 2021.

Haas requested training for Firefighter Mares to attend CPST (Child Passenger Safety Seat) Technician course at the Stark County Health Department. BC to be used in the amount of \$95. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Haas requested approval and PO from Improvement to Sites to Cleveland Garage Door in the amount of \$7,425.00 to replace the garage door openers at Station Two. Kusnerak moved to approve. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Haas requested approval for Chief Strazzo to attend Leadership Medina County, to be paid from BC #73, in the amount of \$2,200.00. Esber moved to approve. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Haas stated he would like to discuss the Cleveland Water Department invoice, which the township has received. Witthuhn asked if invoice was paid, K. Esber stated it was paid.

Haas requested an Executive Session for an applicant interview.

Kusnerak requested Executive Session for discussion of land acquisition.

Service Department:

Magovac read the monthly Service Department Road report for February 2021.

Magovac requested to purchase two front tires, including front end alignment, shims and balance for the 2012 International from Goodyear Commercial Tires in the amount of \$1,375.38. Witthuhn confirmed the tires were on State Bid and moved to approve. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Magovac requested the Board to send a letter to the Medina County Engineer, Andy Conrad, for the next round of OPWC Funding for Kingsbury Road for paving in 2023. Paving in 2022 will be Zachary, Marlee and Forest Grove. Estimated amount of \$200,000.00. Witthuhn moved to approve and to be able to sign any documents on behalf of the board. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

TRUSTEES' REPORT:

Michael Esber:

None

John Witthuhn:

None

Christina Kusnerak:

None

FISCAL OFFICER:

K. Esber advised the bank reconciliation for February, 2021 is complete and presented the payment listings.

Witthuhn moved to approve payroll, dated March 9, 2021, in the amount of \$55,145.31, plus additional check for the Road Department for Vacation buy-out, in the amount of \$4,837.37. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve payment listing, dated March 8, 2021, in the amount of \$15,661.15. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve payment listing, dated March 1, 2021, in the amount of \$25,619.42. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

Kusnerak mentioned she reached out to the Prosecutors Office, but hasn't heard anything back from them regarding 2291 Pearl Road.

NEW BUSINESS:

Witthuhn asked about the process for Trustees to review basic applicant information for potential promotion or new hires and to make it uniform with all Township departments. After a brief discussion, Witthuhn motioned that any Department Head that would like a person to be considered for a promotion or employment must submit the request to the Board in writing and include basic application information, resume if present and any supporting documents via email or personal delivery to the Trustees prior to a meeting. Witthuhn clarified supporting documents include items such as training documents or licensing. Esber seconded. There was a discussion with input from Sopkovich. Kusnerak – no. Esber – yes. Witthuhn – yes. Motion carried.

Esber asked about the Center Marks storage unit that is utilized by the police department and its contents. Sopkovich advised no legal documents are stored there, but rather mostly community event items.

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

BZA: April 7th at 7PM (Virtual)

Zoning Commission: April 8th at 7PM (Virtual)

Trustee: March 23rd at 7PM

PUBLIC INPUT:

Robert Murphy 4041 Foskett, complimented Witthuhn for the camera work during a recent BZA meeting that included panning to the applicant when they were speaking and hoped that would continue for future meetings.

OFF CAMERA:

Esber motioned to go off camera at 7:38PM for the signing of Warrants & Purchase Orders and any other business brought before the board. There will be three Executive Sessions off camera to consider employment for the Fire and Police Departments, and the discussion of land. Witthuhn seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Esber motioned to go into Executive Session at 7:52PM to consider employee compensation, employment and the sale of land. Czyz and applicants invited. Kusnerak seconded. All voted yes. Motion carried.

Witthuhn moved to come out of Executive Session at 8:34PM. Esber seconded. All voted yes. Motion carried

No decision made regarding land sale.

Esber moved to offer full-time police officer position to Nicholas Kashi, pending successful completion of all pre-employment requirements. Kusnerak seconded. All voted yes. Motion carried.

Esber moved to offer part-time firefighter position to Jake Koneval, pending successful completion of all pre-employment requirements. Kusnerak seconded. All voted yes. Motion carried.

Kusnerak moved to pay E. Czyz two hours call-off pay from 2/15/21, level 2 emergency. Esber seconded. All voted yes. Motion carried.

ADJOURN:

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

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee