

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

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

Board of Trustees Chair Michael Esber, Vice-Chair John Witthuhn, Trustee Christina Kusnerak, Fiscal Office Katherine Esber, 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:**

New employee Nicholas Kashi Jr. was sworn in by Esber to the rank of Brunswick Hills Township Police Patrolman

Ptl. Przemyslaw Piekut was sworn in by Esber to the rank of Brunswick Hills Township Police Sergeant.

Esber called for a recess/break at 7:12PM and the meeting resumed at 7:18PM

**MINUTES:**

March 9th Regular Meeting Minutes, Esber moved to approve. Witthuhn seconded.

Witthuhn – yes. Kusnerak – yes. Esber – 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:**

Witthuhn moved to approve the training for BZA and Zoning Commission members at 6PM on March 24<sup>th</sup>, with an expected cost of \$300 to Trina Devaney. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

**Police Department:**

Sopkovich requested to send Ted Makrinos to Canines in Courtroom in Elyria, Ohio. Purchase order request to HITSK9 in the amount of \$169.00, from training line item. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Sopkovich talked about questions residents had regarding the Replacement Renewal Levy that is coming up in May.

**Fire Department:**

Strazzo requested approval for Firefighter Mehalic to attend "Hazardous Material Safety Officer" on May 8<sup>th</sup>, 9<sup>th</sup> and 16<sup>th</sup>, no cost for this course. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Strazzo requested adoption of resolution for donation of equipment to the Medina County Career Center. Kusnerak offered **Resolution 16-2021**. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Strazzo requested adoption of resolution for the sale or disposal of excess equipment on GovDeals. Witthuhn offered **Resolution 17-2021**. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

Strazzo requested an Executive Session for employee interview, employee discipline and sale of land.

**Service Department:**

Magovac received phone call approval to have Peterbilt brakes and rear inner seal repaired at General Maintenance in the amount of \$1,746.61, paid from BC#27. Esber moved to approve. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Magovac requested a resolution to enter into an agreement with the Ohio Department of Transportation for salt in the 2021-2022 winter contract. Esber offered **Resolution 18-2021**. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Resolution adopted.

Magovac requested the Board of Trustees to sign all three copies of the paving contract. Karvo will be starting Sleepy Hollow sometime in early April.

Magovac requested to hire Set in Stone for 2021 concrete replacement in the amount of \$42,943.04, with a PO from repairs and maintenance. Magovac stated concrete replacement is at the intersection of Bonneybrook and Creekside. Witthuhn moved to approve. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

**TRUSTEES' REPORT:****Michael Esber:**

None

**John Witthuhn:**

None

**Christina Kusnerak:**

None

**FISCAL OFFICER:**

Witthuhn moved to approve payment listing dated March 22, 2021 and March 23<sup>rd</sup>, 2021 in the amount of \$42,025.54. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payroll dated March 23, 2021 in the amount of \$65,657.57. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve BC for Zoning Department in the amount of \$2,500.00 for IWorq and Police Department in the amount of \$20,000.00 for Vehicle Maintenance. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried

Witthuhn moved to approve Payment Listing dated March 15, 2021 in the amount of \$14,546.10. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Esber- yes. Motion carried

Esber moved to approve Kusnerak to sign on behalf of the Board for OTARMA renewal. Witthuhn second. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

**OLD BUSINESS:**

Kusnerak mentioned she received the resolution from the Prosecutor's Office regarding 2291 Pearl Road. Kusnerak has been in contact with the property owner. Kusnerak requested the Board to pass the resolution and offered **Resolution 19-2021**. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Resolution adopted.

**NEW BUSINESS:**

None

**MISCELLANEOUS & CORRESPONDENCE:**

None

**UPCOMING MEETINGS:**

BZA: April 7<sup>th</sup> at 7PM (Virtual)

Zoning Commission: April 8<sup>th</sup> at 7PM (Virtual)

Trustee: April 13<sup>th</sup> at 7PM

**PUBLIC INPUT:**

None

**OFF CAMERA:**

Esber motioned to go off camera at 7:51PM for the signing of Warrants & Purchase Orders, any other business brought before the board, and Executive Sessions. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Esber motioned to go into Executive Session at 8:04PM to consider employment, employee disciplining and sale of land. Invited applicant. Kusnerak seconded. All voted yes. Motion carried

Esber motioned to come out of Executive Session at 9:00PM. Witthuhn seconded. All voted yes. Motion carried

No decision made regarding sale of land.

Kusnerak will follow up with employee.

Esber moved to offer part-time Brunswick Hills Township Fire Department employment to Michael Eberl pending successful completion of all pre-employment requirements. Kusnerak seconded. All voted yes. Motion carried.

**ADJOURN:**

Kusnerak moved to adjourn at 9:14PM. Esber seconded. All 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