

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING

May 11, 2021

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, May 11, 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, Service Foreman Paul Magovac, Police Chief Tim Sopkovich and Assistant Fire Chief Tim Haas present.

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

PRESENTATION:

None

MINUTES:

April 27th Regular Meeting Minutes, Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

April 27th Public Hearing Meeting Minutes, Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – 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:

Czyz read the report for April 2021

Police Department:

Sopkovich thanked residents for the 5 year renewal levy approval.

Sopkovich is against a new mower partial payment from Police Department fund.

Fire Department:

Haas read the activity report for April 2021

Haas noted that April was a busy month with several serious auto accidents. Haas cautioned drivers to slow down and do not drive distracted.

Kusnerak requested an Executive Session for Employee Discipline.

Service Department:

Magovac read the report for April 2021

Magovac explained that the road map for Brunswick Hills Township shows McKinley Drive as a maintained road, even though no physical road exists in the Township. Magovac presented the Board of Trustees with a letter to be sent from the Township to Andy Conrad, Medina County Highway Engineer's Office, asking Medina County to look into the land on McKinley Drive, to either "Vacate" or place the road in "Unmaintained Status". Magovac explained that a land owner could insist that the Township build a road if it remains active. Witthuhn moved to approve. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Magovac asked the Board of Trustees to consider placing a levy for the Service Department on the ballot. The increased funds would be for additional road repair and paving, as well as future replacement of the Service Department building, to include a restroom area. Figures will be obtained and brought back to the Board for discussion.

TRUSTEES' REPORT:

Michael Esber:

Esber announced that Magovac was given a key to the Town Hall Administration main door. Kusnerak moved to approve. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

John Witthuhn:

None

Christina Kusnerak:

Kusnerak received public records request for Board of Zoning documents.

FISCAL OFFICER:

K. Esber presented the financial reports.

K. Esber stated the reconciliation for the month of April has been completed.

Witthuhn moved to approve payment listing, as mentioned, dated May 3, 2021, in the amount of \$5,357.39. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve payment listing, as mentioned, dated May 10, 2021, in the amount of \$10,318.63. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve, as mentioned, the payroll dated May 18, 2021, in the amount of \$60,116.12. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve, as mentioned, the then and now PO to Home Depot, machinery and equipment for the Police Department, dated May 10, 2021, in the amount of \$138.37. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

OLD BUSINESS:

Esber mentioned West Chase property, Kusnerak stated nothing new, same as before.

NEW BUSINESS:

None

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

BZA: June 2nd at 7PM (Virtual)

Zoning Commission: June 3rd at 7PM (Virtual)

Trustee: May 25th at 7PM

Special:

PUBLIC INPUT:

None

OFF CAMERA:

Esber motioned to go off camera at 7:30PM, for the signing of Warrants & Purchase Orders and any other business brought before the board. There will be Executive Sessions off camera for Employee Discipline. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Kusnerak motioned to go into Executive Session for the purpose of Employee Discipline at 7:31PM. Esber seconded. All voted yes. Motion carried.

Witthuhn motioned to come out of Executive Session at 7:48PM. Esber seconded. All voted yes. Motion carried

Witthuhn moved to place Firefighter Schmitt on administrative leave, pending disciplinary hearing and authorized Kusnerak to follow-up on required procedures. All voted yes. Motion carried.

ADJOURN:

Esber moved to adjourn at 8:03PM. Kusnerak seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee