

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
May 25, 2021

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, May 25, 2021 at Brunswick Hills Township Town Hall.

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

May 11th Regular 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:

Kusnerak requested a Mylar to be signed for Wexford Subdivision, Witthuhn stated issues regarding the land conservation and landscape mound were addressed with the developer regarding the Wexford Subdivision. The developer has ensured that the mound near the entrance to the subdivision will be completed to the Trustee's satisfaction per the original conditional approval made by the Trustees at a previous meeting.

Esber advised of the property issue on Substation regarding not being zoned as agricultural and will follow up with Prosecutor.

Police Department:

Esber received the dispatch agreement for 2022-2024 and would like to move forward with approval. The initial quote was an annual 3% increase, but was adjusted to 2.5%, 2.75% and 3% increase. Kusnerak would like time to review the agreement and will discuss further at next meeting.

Fire Department:

Kusnerak moved to accept a resignation from firefighter Schmidt and thanked him for his service. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber - yes. Motion carried.

Kusnerak announced the fire department has partnered with the Medina County Health

Department to provide COVID vaccines to residents at Town Hall on June 8th, from 2pm until 4pm, you can pre-register at www.armorvax.com. If you or a family member are unable to get to a vaccine clinic, please call Fire Station One at 330-273-9131 to be placed on a list for a vaccine.

Service Department:

Magovac requested a purchase order for Cheetah, to purchase a 61 inch mower with striper and a 3 bag catcher system from Wellington Implements, in the amount of \$13,731.00. Fire agrees to pay 13%, in the amount of \$1,785.00; Service agrees to pay 13%, in the amount of \$1,785.00 and General Fund in the amount of \$10,161.00. Esber suggested that the Township should pick up the entire amount, since there is only two departments willing to pay and the second mower could be purchased in 2022 with Police and Fire Departments contributing.

After some discussion, Witthuhn moved to approve the Township to buy one mower in the amount of 13,731.00 from General Fund and PO to Wellington Implements. The motion also includes authorization to buy a seconded mower if this first mower purchase proves to be an asset to the Township at the end of 2021 or early 2022. Due to budget reasons, the Service Department would like to buy the second mower using their 2021 budget due to known expenses for 2022, including the new plow truck that was approved using the \$50,000 EPA grant. The Service Department may use a 2021 PO, Fire and Police Departments may use 2021 or 2022 PO to purchase. The Fire Department will pay approximately \$1,785.00 towards the purchase and Police Department approximately \$ 1,300.00 per previous calculations. K. Esber confirmed it would be acceptable for departments to use either year PO's. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Magovac received phone approval for the 2012 International repaired at General Maintenance in the amount of \$867.60. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Magovac requested to discuss a Service Department levy to be placed on the November, 2021 ballot. Magovac stated he is looking for a continuing permanent levy. There was discussion regarding a 1.75 mill verses 1.5 mill levy. A 1.75 mill levy would bring in approximately \$562,000 annually and a 1.5 mill levy would bring in approximately \$482,000 annually. Cost to a homeowner is approximately \$61.25/100,000 value verses \$52.50/100,000 value respectively. All agreed to a 1.5 mill levy and the Township will consider supplementing with General Fund, if needed. Witthuhn moved to approve moving forward to submit paperwork to the Prosecutor's Office for a 1.5 mill continuing levy for roads and facility upgrade. 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 presented the financial reports.

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

K. Esber stated the July budgets are needed for 2022 and would work with departments.

Witthuhn moved to approve payment listing, as mentioned, dated May 17, 2021 in the amount of \$2,165.71. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve, as mentioned, the payroll dated June 1, 2021, in the amount of \$55,971.97. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve, as mentioned, the PO to Burnham & Flower, machinery and equipment for the Fire Department in the amount of \$2,793.00. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve payment listing, as mentioned, dated May 25, 2021 in the amount of \$205,466.14, noting a large amount of this payment was to Karvo Paving for the Sleepy Hollow paving project. Kusnerak seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

After a brief discussion, Witthuhn moved to rescind all COVID restrictions effective June 14th, noting that mask use will be optional, but a department head may require mask use. This will open all Township offices effective June 14, 2021. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried. Witthuhn also noted that virtual meetings will no longer be permitted as of July 1, 2021, unless the deadline is extended by the State of Ohio.

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

BZA: June 2nd at 7PM (Virtual)

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

Trustee: June 8th at 7PM

Special:

PUBLIC INPUT:

Dave Goodyear, 691 Pearl Rd., asked if the Fire Department has looked at the surveys that were done for a proper location to build a new Fire Station. Goodyear suggested the Township

look into remodeling the current Fire Station One to be used as Town Hall. Per the surveys, he suggested that a new Fire Station One should be built closer to Sleepy Hollow and Plum Creek. Goodyear mentioned one survey stating a third fire station being built with Brunswick City, station only, not merging both departments together.

OFF CAMERA:

Esber motioned to go off camera at 8:02PM for the signing of Warrants & Purchase Orders and any other business brought before the board. There will be Executive Sessions for a confidential BWC matter. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Esber motioned to go into Executive Session at 8:11PM to discuss a confidential BWC matter. Kusnerak seconded. All voted yes. Motion carried.

Witthuhn motioned to come out of Executive Session at 8:21PM. Esber seconded. All voted yes. Motion carried.

No action taken

Esber moved to authorize Kusnerak to send a nuisance letter to the homeowner at 4467 Grafton Road on behalf of the Board to take corrective action immediately regarding tall grass and weeds. Witthuhn seconded. All voted yes. Motion carried.

ADJOURN:

Witthuhn moved to adjourn at 8:36PM. Esber seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee