

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING

June 22, 2021

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, June 22, 2021 at Brunswick Hills Township Town Hall.

Board of Trustees Vice-Chair John Witthuhn, Trustee Christina Kusnerak, Fiscal Officer Kathrine Esber, Assistant Fire Chief Haas, Service Foreman Paul Magovac present.

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

PRESENTATION:

None

MINUTES:

May 25th Regular Meeting Minutes, Witthuhn moved to approve. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

June 8th Regular Meeting Minutes, Witthuhn moved to approve. Kusnerak seconded. Kusnerak – yes. Witthuhn – 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 read report for May 2021

Police Department:

Witthuhn moved to approve the Police Department request to purchase two (2) Atlantic Signal Comtac headsets from Atlantic Signal with PO in the amount of \$2,501.00 from the SWAT line item, and a proposal was included. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.

Fire Department:

Kusnerak announced the Fire Department received a certificate of appreciation from the Armed Services for assistance at the Wolstein Community Vaccination Center in Cleveland, March 12, 2021 through June 10, 2021, during the Covid 19 global pandemic.

Assistant Fire Chief Haas requested PO 37 to Stonewall be cancelled and a new PO to Stonewall be issued in the amount of \$2,000.00. K. Esber advised she was able to reduce the existing PO to \$2,000.00 as requested and no authorization was needed because it was a reduction.

Assistant Fire Chief Haas requested a PO to Shuttlers Uniform in the amount of \$6,500 from the

same line item, due to poor service from the previous uniform supplier. This will be covered during the Fiscal Officer's reports.

Service Department:

Magovac presented the Road Department proposed levy with power point presentation to the Board and Residents. The Service Department is funded by five different funds; motor vehicle license tax (receive approximately \$18,000), gasoline tax (receive approximately \$223,200), road and bridge fund (receive approximately \$574,400), Permissive Motor Vehicle License (receive approximately \$126,500), General Fund helps supports the Road Department (receive approximately \$200,000), total budget of \$1,142,100.00 annually.

The cost for a \$1.5 mill levy would be approximately \$52.50 per year, per \$100,000 of property value. With the new tax, the levy would bring in approximately \$480,000 per year. The \$200,000 will no longer be allocated from the general fund, but the Township general fund will assist with additional funds if, or when, needed in certain circumstances.

Currant large expenses are as follows; paving \$200,000 to \$300,000 per year, salt \$70,000 to \$100,000 per year, concrete work \$42,000 to \$55,000 per year, fuel \$20,000, crack sealing \$5,000 per year, equipment purchases (vehicles, equipment, etc.) \$30,000 to \$160,000. Totaling \$367,000 to \$640,000 a year, not including any day to day expenditures, salaries, benefits, etc.

What will new levy money be spent on? Increasing the paving each year by \$150,000 to \$200,000 per year, which will put the paving schedule approximately on a 14 year cycle. Increasing concrete pad replacement by \$50,000 a year. Save from other funds to either put an addition to the current Service Department building for the employees to have a bathroom and store all equipment indoors, or replacement facility. New equipment (chipper, berm box, etc.). The new levy will not be spent on any benefits or payroll to any employee. This levy will only be used for road work.

The levy could bring other services like tree branch removal and clean up trash day.

Since 2015, the Township has received the following grants: 2015, \$5,000.00 from BWC for garage door openers at the Service garage. 2016, Foskett Road Improvement, approximately \$200,000.00 from OPWC. 2018, Substation Road Improvement, approximately \$300,000.00 from OPWC. 2019, \$50,000 for the purchase of a new plow truck from EPA. 2020, Sleepy Hollow Road Improvement, approximately \$300,000.00 from OPWC. 2020, \$38,000.00 for the purchase of a new Chevy pickup truck from Covid-19 funds. 2021, \$50,000 for the purchase of a new plow truck from EPA. We will continue applying for OPWC funds and searching for any other grants that may be available.

If anyone has questions or concerns, please feel free to contact Paul Magovac at 330-220-4784 or by email at pmagovac@brunswickhillstwp.org.

Magovac thanked everyone for their support.

Witthuhn offered **Resolution 24-2021** to place the proposed 1.5 mill road levy on the November, 2021 ballot. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Resolution adopted.

TRUSTEES' REPORT:

John Witthuhn:

None

Christina Kusnerak:

None

FISCAL OFFICER:

K. Esber presented the financial requests.

Witthuhn moved to approve, as mentioned: Then and Now PO's for Auto Trim in the amount of \$20.80 and WOW in the amount of \$35.12 for the Police Department. PO to Shuttlers Uniform, in the amount of \$6,500.00 for the Fire Department. BC for Police Department medical in the amount of \$200,000. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve payroll dated June 29, 2021 in the amount of \$58,544.08. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve payment listing dated June 19 – June 22, 2021 in the amount of \$37,543.28. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve payment listing dated June 14, 2021 in the amount of \$11,947.52. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

There was a short discussion regarding the need for a 2022 preliminary budget meeting. K. Esber advised she is waiting on proposed budgets from Zoning and General Fund. Witthuhn moved to set the preliminary budget meeting on Tuesday, July 13th at 6:30PM. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

- BZA: July 7th at 7PM
- Zoning Commission: July 1st at 7PM
- Trustee: July 13th at 7PM
- Special: July 13th at 630PM Budget Meeting

PUBLIC INPUT:

None

OFF CAMERA:

Witthuhn motioned to go off camera at 7:28PM for the signing of Warrants & Purchase Orders and any other business brought before the board. There will be Executive Session off camera for interview of an applicant to consider employment. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to go into Executive Session at 7:31PM to consider employment with the applicant. Kusnerak seconded. All voted yes. Motion carried.

Kusnerak motioned to come out of Executive Session at 7:49PM. Witthuhn seconded. All voted yes. Motion carried.

Kusnerak motioned to offer Linda Kuenzer to fill unexpired BZA term ending 12/31/21, pending successful completion of all preemployment requirements. Witthuhn seconded. All yes. Motion carried.

ADJOURN:

Kusnerak moved to adjourn at 7:56PM. Witthuhn seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee