

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING

September 14, 2021

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, September 14, 2021 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Michael Esber, Vice-Chair John Witthuhn, Fiscal Officer Katherine Esber, Zoning Inspector Evelyn Czyz, Assistant Fire Chief Haas present.

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

PRESENTATION:

None

MINUTES:

Witthuhn moved to approve August 24, 2021 Public Hearing meeting minutes. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried

Witthuhn moved to approve August 24, 2021 regular meeting minutes. Esber seconded. Witthuhn – 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)

DEPARTMENT REPORTS:

Zoning Department:

Czyz read report for August 2021

Esber offered **Resolution 33-2021** to remove unsafe structure at 2291 Pearl Road, authorizing Kusnerak to enter into necessary agreements with contractors and also authorizes Fiscal Officer Esber to place a tax lien on the property if costs incurred are not paid. Witthuhn seconded. Esber – yes. Witthuhn – yes. Resolution adopted.

Police Department:

Esber thanked the Road Department for extensively cleaning the exterior of the Police Department building.

Fire Department:

Haas read report for August 2021

Haas requested to purchase two Masimo Rainbow Patient monitor extension cables and two Masimo adult reusable Rainbow Patient monitoring cables, in the amount of \$1,442.00 from Stryker to be paid from BC #79. This purchase will make all three cardiac monitors compatible with same equipment. Esber moved to approve. Witthuhn seconded. Witthuhn – yes. Esber – yes. Motion carried.

Haas requested that BC #74 to be closed, following payment of submitted bills and a new BC in the amount of \$6,000.00, vehicle repairs and maintenance. Esber moved to approve. Witthuhn seconded. Esber – yes. Witthuhn – yes. Motion carried.

Haas requested a PO to MES/Warren Fire in the amount of \$2,250.00 for the purchase of eleven (11) length of fire hose, two (2) lengths of 1.75 inch and nine (9) lengths of 2.5 inch. This purchase will allow us to have a complete set of handline hose in reserve, a fire service industry standard. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Haas announced that the Fire Department has made the final payment on the two fire engines.

Haas announced the Fire Department is participating in the Home Depot Safety Days on October 2nd.

Haas announced the Fire Department will be hosting an Open House on Sunday, October 3rd from noon until 3pm at Fire Station II.

Haas announced the Township will be hosting the Annual Community Bonfire on Saturday, October 23rd from 5pm until 8pm at Plum Creek Park.

Service Department:

Witthuhn read report for August 2021.

Witthuhn requested on behalf of Service Department to purchase a 55-gallon drum of oil, one case of grease, dolly and pump from Schaeffer's Specialized Lubricants, to be paid from BC #25, Contracted Services line item, in an amount of \$1,399.34. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

TRUSTEES' REPORT:

Michael Esber:

Esber announced a request he received from a resident who lives on Pebble Creek to use the Town Hall and Esber told resident the Trustees would discuss it at the meeting. Esber confirmed with Witthuhn about the decision the Board had made recently that the Town Hall will be closed for outside use due to Covid concerns and stated if the Board allows one person, they would have to allow everyone the use of Town Hall. Esber said he would like to keep Town Hall usage closed at this time due to the Delta Variance. Witthuhn agreed and stated there are certain cleanings the Township has to do in between meetings. Esber stated he will follow-up with resident.

John Witthuhn:

None

FISCAL OFFICER:

K. Esber presented the financial reports BC's, payroll, resolutions and warrants.

Esber offered **Resolution 34-2021** as mentioned, reallocation of funds in the amount of \$10,000.00. Increase other salaries and decrease social security. Witthuhn seconded. Esber – yes. Witthuhn – yes. Resolution adopted.

Witthuhn offered **Resolution 35-2021** as mentioned, ARP Funds received and amend the budget to increase in the amount of \$548,005.17. Esber seconded and mentioned the attorney will help with approved use of the funds. Witthuhn – yes. Esber – yes. Resolution adopted.

Witthuhn moved to approve payroll dated September 7, 2021 in the amount of \$65,112.24, less the \$420.00 payment to Fraternal Order of Police. Witthuhn will abstain from this portion. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried. Esber stated he would move to approve the \$420.00 to the Fraternal Order of Police at next meeting.

Witthuhn moved to approve payroll dated September 21, 2021 in the amount of \$61,766.36. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payment listing dated August 30, 2021 which includes two PO's for the Police Department, a Then and Now to Ohio Edison in the amount of \$364.72 and a PO to Ohio Edison in the amount of \$3,200.00 for upcoming invoices. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payment listing dated August 30, 2021 in the amount of \$9,743.31. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payment listing dated September 7, 2021 in the amount of \$5,558.84. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payment listing dated September 13, 2021 in the amount of \$127,764.06, noting the amount includes the final fire engine payment of over \$109,000. Esber seconded. Esber – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

Witthuhn moved to approve and include a PO, if needed, for the annual invoice from the Medina County Soil and Water Conservation District in the amount of \$3,888.00. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn motioned to approve Township-wide Trick or Treat will be on October 31st from 6PM until 8PM every year, unless changed by the Board. Esber seconded. Esber – yes. Witthuhn – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

BZA: October 6th at 7PM

Zoning Commission: October 7th at 7PM

Trustee: September 28th at 7PM

Special:

PUBLIC INPUT:

None

OFF CAMERA:

Esber 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 Sessions off camera for pending litigation and will invite Czyz in. Witthuhn seconded. Esber – yes. Witthuhn – yes. Motion carried.

After a brief discussion, the Board of Trustees did not request an Executive Session.

ADJOURN:

Witthuhn moved to adjourn at 7:46PM. Esber seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee