

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
September 28, 2021

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, ~~September 28,~~ 2021 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Michael Esber, Vice-Chair John Witthuhn, Trustee Christina Kusnerak, Fiscal Officer Katherine Esber, Police Sergeant Piekut, Service Foreman Magovac and 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:

Esber moved to approve September 14, 2021 regular meeting minutes. Witthuhn seconded. Esber – yes. Witthuhn – yes. Kusnerak – abstain. Motion carried.

Witthuhn noted there was no off-camera action taken.

(For detailed information on special or off camera items review the posted minutes on the website: www.brunswickhillstwp.org)

DEPARTMENT REPORTS:

Zoning Department:

Kusnerak mentioned the request to change Zoning office hours. Witthuhn mentioned that Wes, the Zoning Department assistant sent out emails regarding not having any business after 5pm on Mondays.

Kusnerak moved to approve the Monday Zoning office hours, from 2pm-6pm to 1pm-5pm, effective immediately. Esber seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Kusnerak mentioned on August 26th the Board of Zoning Appeals had a public hearing with a court reporter present. Kusnerak would like to order the transcript from this public hearing, at a cost of \$910.00. Kusnerak moved to order the court report transcript of the Board of Zoning Appeals public hearing in the amount of \$910.00 and issue a purchase order to Veritext. Esber seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Police Department:

None

Fire Department:

Haas requested to cancel PO #128 to MES and requested a new purchase order to MES/Warren Fire in the amount of \$4,400.00 from the machinery equipment furniture line item for the purchase of 22 lengths of fire hose. Thirteen (13) lengths 1.75" and nine (9)

lengths of 2.5". This purchase allows the Fire Department to have a complete set of handline hose in reserve, a common fire service industry standard, and to replace hose that failed testing since the last board meeting. A note for the Board, next year we will begin to replace hose which has reached its end of service life (25 years). Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Esber – yes. Motion carried.

Haas mentioned that the Board was contacted and approved repairs and maintenance to Engine 21-1 in the amount of \$5,359.45 from Fallsway Equipment. Esber moved to approve. Kusnerak seconded. Witthuhn – yes. Esber – yes. Kusnerak – yes. Motion carried.

Haas requested a mandatory training for all personnel to complete a four (4) hour Hazardous Material Refresher. Training will be held at the Brunswick Recreation Center on November 16th, November 24th and November 26th from 0930 till 1300 hrs. Personnel will have to attend one (1) of the trainings. The training is free to the Township and paid by a PUCO grant. Kusnerak moved to approve. Witthuhn seconded. Esber – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Haas announced the Fire Department will be participating in the Home Depot Safety Day on October 2nd.

Haas announced the Fire Department will be hosting an open house at Fire Station Two on Sunday, October 3rd from noon till 3pm. Come see the fire vehicles, auto extrication and Life Flight. Food and beverages will be provided. Witthuhn noted that Fire Station Two is at the intersection of Substation and Grafton Roads.

Haas announced the Township will be hosting the Annual Community Bon Fire on Saturday, October 23rd from 5pm till 8pm at Plum Creek Park. A mildly haunted hayride, pumpkin carving contest, food trucks and bon fire will be there.

Witthuhn mentioned that each department is involved with this community event, noting each department's responsibility. The Fire Department oversees the event and has various areas of responsibility. The Service Department will provide straw and fire wood. The Police Department is responsible for lighting and traffic control. The Trustees will be on hand for judging the entries.

Service Department:

Magovac requested to purchase a Vermeer-BC1000XL Brush Chipper from Vermeer All Roads in Medina in the amount of \$36,283.00 on STS pricing. 12-inch capacity, 74 HP Deutz TD 2.9L, diesel engine. Paid from Other-Purchased Services, \$29,991.00 and Operating Supplies, \$6,292.00. Witthuhn moved to approve. Kusnerak asked if the pricing was State bid, Magovac said yes. Kusnerak seconded. Esber – no. Kusnerak – yes. Witthuhn – yes. Motion carried.

Magovac requested a resolution to place McKinley in Non-maintained Status. Witthuhn offered **Resolution 36-2021**, as stated. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Resolution adopted.

Magovac requested a letter to be signed by all three trustees to request the Medina County Engineer to authorize moving forward with the ODOT Township stimulus package for Kingsbury Road resurfacing. Witthuhn moved to approve. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried. Witthuhn noted the grant is up to \$250,000

and the Township would be responsible for any additional amount.

TRUSTEES' REPORT:

Michael Esber:

Esber mentioned the West Chase property that the Township owns and would like to sell the property if the Township isn't going to use it. Kusnerak and Esber would like to know if the Township can use the stimulus money to build on the property instead of selling it. Witthuhn would like to hold on to the property until the Township knows if the Service or Fire Departments will be moving forward with their plans to build. Witthuhn said he will talk to the attorney regarding using the ARP money to build.

John Witthuhn:

Witthuhn mentioned that he and K. Esber have a meeting set up with the Township attorney regarding the potential use of Township ARP funds. If any of the departments have a need or request to use the funds, get in touch with Witthuhn, same goes with the Trustees. Witthuhn asked that any requests be submitted via email to allow for a paper trail. Witthuhn stated he will address everything with the attorney and come back to the Board with any information he receives.

Christina Kusnerak:

None

FISCAL OFFICER:

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

Witthuhn moved to approve PO's, as mentioned. Zoning Department - General Fund in the amount of \$32.27, advertising line item. Fire Department in the amount of \$28,000.00 for Medical line item. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn mentioned the payment listing dated September 20, 2021 and moved to approve the following PO's/BC's for the Police Department: PO's to WEX Bank in the amount of \$15,000.00 for fuel and WOW in the amount of \$1,000.00 for phone. BC's for Other Communications, Printing and Advertising-Miscellaneous printing in the amount of \$1,500.00; Operating Expenses in the amount of \$2,000.00 and Operating-Community Supplies in the amount of \$500.00. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payment listing dated September 20, 2021, as mentioned, in the amount of \$9,152.38. Esber seconded. Kusnerak – yes. Esber – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve payment listing dated September 27, 2021, as mentioned, in the amount of \$60,911.72. Kusnerak seconded. Esber – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve payroll dated October 5, 2021 in the amount of \$52,969.25. Esber seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

None

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

BZA: October 6th at 7PM

Zoning Commission: October 7th at 7PM

Trustee: October 12th at 7PM

Special:

PUBLIC INPUT:

None

OFF CAMERA:

Esber motioned to go off camera at 7:25PM for the signing of Warrants & Purchase Orders and any other business brought before the board. There will be Executive Sessions off camera to consider employment. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Esber – yes. Motion carried.

Esber motioned to go into Executive Session at 7:28PM to consider employment and invited candidate and Sergeant Piekut. Kusnerak seconded. All voted yes. Motion carried.

Witthuhn motioned to come out of Executive Session at 7:45PM. Esber seconded. All voted yes. Motion carried.

Esber moved to offer fulltime patrolman position to Geoffrey Walter, pending successful completion of all pre-employment requirements. Kusnerak seconded. All voted yes. Motion carried.

ADJOURN:

Esber moved to adjourn at 7:52PM. Witthuhn seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee