

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
December 14, 2021

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

Board of Trustees Chair Michael Esber, Vice-Chair John Witthuhn, Fiscal Officer Katherine Esber, Zoning Inspector Czyz, Service Department Forman Magovac, Police Chief Sopkovich, and Fire Chief Strazzo present.

Esber called the meeting to order at 7:08 PM and noted the meeting was properly advertised.

PRESENTATION:

None

MINUTES:

None

DEPARTMENT REPORTS:

Zoning Department:

Cyz read the November, 2021 zoning report

Cyz mentioned on behalf of the Board of Trustees she attended a meeting for Senate Bill 52, which is the Wind Solar Electric Generation Authority. Czyz stated the Medina County Commissioners are the ones who will make the decision if they will grant permission for Wind Solar in the Township, information was given to Kusnerak. Czyz stated the Planning Commission will need something signed in writing by the Board of Trustees, to be presented to the Medina County Commissioners.

Esber mentioned to Czyz that 66 Pearl Road, the old Madden Brothers property, looks like they did some clean up at that property. Czyz confirmed and stated she has had a few conversations with the property owners. Czyz stated she gave the property owners until Friday, December 10th to correct the violation.

Witthuhn mentioned vendors needing to obtain transient vendor's permits. Witthuhn stated the specific issue at hand are the Christmas trees being sold on the corner of Pearl and Grafton Road, but expressed concerns regarding any vendor in the Township. Witthuhn stated the tree vendor was under the impression that they were agriculture exempt to sell the Christmas trees, but they are not. Witthuhn mentioned Kusnerak has done research with the Medina County Prosecutor's Office. Witthuhn stated there was an email the Board of Trustees received from Kusnerak after she spoke with the Prosecutor's Office, which gave to options to shut them down or to allow them to operate now and obtain a transient vendors permit. The permit is issued through the police department and will get the vendor through the rest of the season. The property owner will have to get a variance to sell Christmas trees going forward. Witthuhn stated there was one issued permit found for a tree vendor when

looking in the township zoning files. Czyz provided the Board of Trustees with a copy of the permit that was requested in 1994 as a temporary permit for that year and no permit has been obtained since then. Witthuhn stated there are multiple vendors doing business throughout the Township and expressed the need to protect all of our residents by ensuring that permits are obtained and zoning regulations followed.

Witthuhn motioned that the vendor at 544 Pearl will need to obtain a transient vendor permit immediately and the Police Department will notify them in regards to the needed permit as soon as possible. Going forward, any business or vendor within the Township will need to comply with all Zoning guidelines. Zoning will look into and guide the Board of Trustees further on how to proceed. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Police Department:

Sopkovich requested the Board of Trustees to accept the resignation of Officer Bali as of December 26th. Witthuhn moved to approve. Esber seconded and thanked him for his service. Witthuhn – yes. Esber – yes. Motion carried.

Sopkovich requested an Executive Session for two applicant interviews.

Sopkovich thanked the community for all the support with the Holiday Toy Drive.

Fire Department:

Strazzo read the November Fire Department run report.

Strazzo requested to close PO #159 to Spectrum and requested a new PO to Charter Communications in the amount of \$200.00 from the other communications line item; Close PO #76. Esber moved to approve. Witthuhn seconded. Esber – yes. Witthuhn – yes. Motion carried.

Strazzo requested T&N PO to the State of Ohio in the amount of \$1,410.00 from the payment to another political subdivision line item, for MARCS subscription fees. Esber moved to approve. Witthuhn seconded. Esber – yes. Witthuhn – yes. Motion carried.

Strazzo requested PO to Home Depot in the amount of \$500 from the Repairs and Maintenance facility line item. Esber moved to approve. Witthuhn seconded. Witthuhn – yes. Esber – yes. Motion carried.

Strazzo requested the Board of Trustees to accept the resignation of Cadet Anna Lesak. Esber moved to accept and thanked her. Witthuhn seconded. Esber – yes. Witthuhn – yes. Motion carried.

Strazzo requested PO to Huntington Bank in the amount of \$240.00 from the EMS Training line item. Esber moved to approve. Witthuhn seconded. Esber – yes. Witthuhn – yes. Motion carried.

Strazzo requested a key to the Township Administrative Offices. Esber moved to approve. Witthuhn seconded. Esber – yes. Witthuhn – yes. Motion carried.

Strazzo mentioned the Woodcliff Circle House Fire that occurred on Thanksgiving Day, thanked the BHFD crew, mutual aid communities and police department for response, and to the residents and community.

Strazzo announced Meet Santa is December 19th, from noon-3pm. Santa will be driving around the Township from 10am-noon.

Strazzo thanked the Road Department for installing new LED lights in the bays at station two.

Strazzo thanked the Brunswick Eagles for the donation to the Fire Association.

Strazzo presented Esber with an out of service fire helmet for the support to the Fire Department while being a Trustee. Strazzo also presented Esber with a plaque that says thank you for 16 years of service and support.

Service Department:

Magovac read the November Road Department report.

Magovac requested to close PO #79, Karvo Paving. Witthuhn moved to approve. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Magovac requested an Executive Session for employee compensation.

Magovac announced Ohio Edison/First Energy will be removing all brush, trees and vegetation on their right-of-way on all township properties.

Magovac wished Esber a happy retirement and is looking forward to working with Murphy.

Magovac wished everyone a Happy Holiday.

Esber mentioned a letter that was received from the Ohio Department of Transportation. Magovac talked about the plans of the study that took place regarding the traffic congestion issue on SR 303, to put in a corridor from Brunswick City line at Pearl Road to Marks Road. Magovac discussed the options and projected costs over \$6,000,000. He stated there is currently no funding source and ODOT is not moving forward with the project at this time.

TRUSTEES' REPORT:

Michael Esber:

None

John Witthuhn:

None

FISCAL OFFICER:

K. Esber presented the financial reports.

Witthuhn moved to approve PO's to Thomson Reuters in the amount of \$250.00 for annual fees and Pro-Vision in the amount of \$3,354.00 for Police Department. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Esber offered **Resolution 45-2021**, Appropriation Reallocation. Witthuhn seconded. Esber – yes. Witthuhn – yes. Resolution adopted.

Witthuhn offered **Resolution 46-2021**, Amended 2022 Budget. Esber seconded. Esber - yes. Witthuhn – yes. Resolution adopted.

Esber offered **Resolution 47-2021**, Advance of Taxes Collected 2022. Witthuhn seconded.

Esber – yes. Witthuhn – yes. Resolution adopted.

Witthuhn moved to approve T&N Purchase Orders from November 30, 2021: Columbia Gas in the amount of \$68.42 for Police Department; Charter Communications in the amount of \$28.95 for Fire Department; and Treasurer, State of Ohio in the amount of \$296.00 for General Fund. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried. Witthuhn mentioned the November 30th Payment Listing will be presented at the next meeting.

Witthuhn moved to approve Payment Listing dated December 6, 2021 in the amount of \$62,790.54. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve T&N Purchase Order, sewer fees, for General Fund in the amount of \$60.50. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve Payment Listing for December 16, 2021, as mentioned, in the amount of \$50,986.51. Esber seconded. Witthuhn – yes. Esber – yes. Motion carried.

Witthuhn moved to approve payroll dated December 14, 2021 in the amount of \$89,483.61. Esber seconded. Esber – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

Witthuhn mentioned at the last meeting regarding the calendar not being functional on the Township website, it is still down and IT continues to resolve this issue.

Esber mentioned Republic Waste opt out forms and letters. The letters will be sent to the residents the first week of January.

NEW BUSINESS:

None

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

BZA: January 5th at 7PM

Zoning Commission: January 6th at 7PM

Trustee: December 28th at 7PM

Special: Organizational Meeting on January 3,
2022 at 4:30PM

PUBLIC INPUT:

None

OFF CAMERA:

Esber moved to go off camera at 7:53PM to sign purchase orders, warrants, and any business brought before the board. Witthuhn seconded. All voted yes. Motion carried.

Esber motioned to go into Executive Session at 8:03PM to consider employment and employee compensation. Invited Murphy, Police Chief Sopkovich and Applicants. Witthuhn seconded.

All voted yes. Motion carried.

Esber motioned to come out of Executive Session at 8:27PM. Witthuhn seconded. All voted yes. Motion carried.

Esber offered Jared Dressler and Michale Fairhurst fulltime patrolman position with Brunswick Hills Township Police Department, pending successful completion of all pre-employment requirements. Witthuhn seconded. All voted yes. Motion carried.

Witthuhn motioned due to Covid restrictions and Brian Huston being newly hired Service employee to advance approximately 6 hours of sick time, as a courtesy to be paid back as soon as earned. Esber seconded. All voted yes. Motion carried.

ADJOURN:

Witthuhn moved to adjourn at 8:40PM. Esber seconded. All voted yes. Motion carried.

Michael Esber, Chair Trustee

Katherine Esber, Fiscal Officer

John Witthuhn, Vice-Chair Trustee

Christina Kusnerak, Trustee