

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
February 8, 2022

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, February 8, 2022 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, Vice-Chair Trica Murphy, Trustee John Witthuhn, Fiscal Officer Katherine Esber, Police Sargent Piekut, Fire Chief Strazzo, Service Foreman Paul Magovac and Zoning Inspector Evelyn Cycz present.

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

PRESENTATION:

None

MINUTES:

Witthuhn moved to approve January 25, 2022 Regular Meeting Minutes as amended. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Murphy moved to approve February 5, 2022 Special Meeting Minutes. Kusnerak second. Witthuhn – yes. Kusnerak – yes. Murphy – 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:

Cycz read the zoning report for January, 2022. Witthuhn asked where the zoning office was in terms of the request made at the end of 2021 regarding the businesses in the community that didn't meet requirements of having a vender's license and permit to do business on a seasonal basis. Cycz stated she was unaware of any such conversation, never did any such research in the past but would look into it. Murphy requested Cycz have information available for the March 8th meeting.

Police Department:

Piekut requested a Purchase Order to Hall Public Safety in the amount of \$2,409.32 from Motor Vehicles fund for the removal of equipment from Units 3 and 5, and install items in the new police vehicle. Witthuhn moved to approve the Purchase Order as requested. Kusnerak seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Fire Department:

Strazzo read the run report for January, 2022.

Strazzo requested approval of a leave of absence for Mike Drum for March, Matt Bengini for

the months of March and April and Conner Mares for the month of March. Drum and Bengini were both for confidential personal leave and Mares was full-time employment leave which may need be to extended. Kusnerak moved to approve all leaves as requested. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Strazzo requested approval of the annual fire apparatus and rescue squad preventative maintenance and testing through Fallsway Equipment. Witthuhn moved to approve maintenance throughout the year for a cost not to exceed \$6,500. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Strazzo mentioned manning the fire stations may drop to 2 personnel in some instances due to the reduction in personnel. Strazzo stated he and the Assistant Chief are filling personnel gaps where needed.

Strazzo announced the extrication equipment was received and placed in service. Crews are currently training on equipment.

Strazzo provided a storm update for the previous 36/48-hour event. Four personnel were staffed Wednesday into Thursday at station two. Six personnel were staffed Thursday from 6am – 6pm with 3 at each station. Asst Chief and Chief were both on duty. Four personnel were staffed on Thursday from 6pm – 6am at station two. Four personnel were staffed at station two on Friday from 6am – 6pm with the Chief also on Duty.

Strazzo thanked the Road Department for a job well done with all the snow removal during the recent storm. The fire department was also out plowing roads in an effort to help the road department.

Service Department:

Magovac read the road report for January, 2022

Magovac stated the service department truck was taken to Judco to have the plow wiring harnesses and lights replaced in the amount of \$870.45 in which phone approval was received. Kusnerak moved to approve. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Magovac requested to hire Chucks Custom to install cameras and screens on all three dump trucks for the safety of backing up and to see if salt needs to be shifted in the bed. Cost for each vehicle is \$1,225.53, for a total of \$3,676.59, paid from BC 32. Witthuhn moved to approve. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

TRUSTEES' REPORT:

Christina Kusnerak:

None

Trica Murphy:

None

John Witthuhn:

Trash opt out ends on 2/11/2022 at 2:30PM. Witthuhn also mentioned the audio was not working on BAT TV for the last meeting.

FISCAL OFFICER:

K. Esber presented the financial reports.

Witthuhn moved to approve the Purchase Order to Medina County Commissioners for the EPA/Stormwater annual contract in the amount of \$1,800. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve the Purchase Order from January 31, 2022 in the amount of \$240.00 to Northern Medina County Chamber Alliance. Kusnerak seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to approve payment listing dated January 31, 2022, as mentioned, in the amount of \$25,837.64. Murphy seconded. Kusnerak – yes. Witthuhn – yes, with the exception of the payment to the City of Brunswick. Murphy – yes. Motion carried.

Witthuhn moved to approve payment listing dated February 8, 2022, as mentioned, in the amount of \$52,129.98. Murphy seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve, as mentioned, payroll dated February 8, 2022 in the amount of \$58,292.62. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

None

MISCELLANEOUS & CORRESPONDENCE:

Witthuhn mentioned that Armstrong will have a rate increase for cable related fees only beginning in March. Internet and Phone services will remain the same.

UPCOMING MEETINGS:

Trustee: February 22nd at 7PM

BZA: March 2nd at 7PM

Zoning Commission: March 3rd at 7PM

Special:

PUBLIC INPUT:

None

OFF CAMERA:

Kusnerak motioned to go off camera at 7:29PM for the signing of Warrants & Purchase Orders and any other business brought before the board. There will be two Executive Sessions off camera for employee compensation and employment. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to go into Executive Session at 7:37PM to consider employee compensation and employment. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to come out of Executive Session at 8:38PM. Kusnerak seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

No action taken regarding employment.

Murphy motioned that training for hourly non-union/non-agreement employees will be paid at their hourly rate for actual travel time and training time only. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to accept the resignation of Amanda Cameron effective February 22, 2022 and thank her for her employment with the Township. Kusnerak seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to approve the Police Department Impala repair at Mr. Tire in the amount of \$1,237.63. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve payment to the State of Ohio for radio user fees, Police Department \$ 750.00 and Fire Department \$1,410.00, for a total cost of \$2,160.00. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to adjourn at approximately 8:53PM. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Christina Kusnerak, Chair Trustee

Trica Murphy, Vice-Chair Trustee

John Witthuhn, Trustee

Katherine Esber, Fiscal Officer