

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
January 11, 2022

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, ~~January~~ 11, 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 Chief Sopkovich, Fire Chief Strazzo, Zoning Inspector Evelyn Czyz, and Service Foreman Paul Magovac present.

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

PRESENTATION:

Kusnerak welcomed the New Brunswick Hills Township Trustee, Trica Murphy.

MINUTES:

Witthuhn moved to approve December 28th Regular Meeting Minutes, Kusnerak seconded. Murphy – Abstain. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve December 31st Special Meeting Minutes, Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to approve January 3rd Organizational Meeting Minutes, Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – 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 the monthly zoning report for December and the 2021 Brunswick Hills Zoning Department Annual expenditure report.

Czyz requested to attend the Paradigm Pipeline Training, February 3rd and there is no cost, will be in Independence. Witthuhn moved to approve. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Kusnerak has not received any information regarding the grant for updating the Comprehensive Land Use Plan. She has a call into the director, but hasn't heard back from her. Kusnerak realized that a Resolution is needed for the grant process and would like to pass the resolution tonight and forward a copy to them. Kusnerak offered **Resolution #12-2022**, Medina County Department of Planning Services Grant Application. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Resolution Adopted.

Police Department:

Sopkovich welcomed Trica Murphy to the Board of Trustees.

Sopkovich presented the 2021 Brunswick Hills Police Department Annual report.

Fire Department:

Strazzo read the December, 2021 run review.

Strazzo requested a PO to Stryker in the amount of \$40,174.04 from the Machinery, Equipment and Furniture line item (EMS) Fund for Cardiac Monitor replacement. Stryker is currently offering monitors at half price with trade-in of the old monitor. We will be replacing two monitors that are no longer serviceable through Stryker. Witthuhn moved to approve. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Strazzo requested approval for a mandatory departmental meeting during the month of February. Kusnerak moved to approve. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Strazzo requested the Board of Trustees to provide Board nominees to serve as members for the Volunteer Firefighter Dependent’s Fund. The application process is now online. Kusnerak moved to approve and nominate herself (Chair) and Vice Chair Murphy. Witthuhn seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Strazzo and Haas will serve as members appointed from the Fire Department. Kusnerak moved to nominate Czyz as a member to the Volunteer Firefighter Dependent’s Fund. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Strazzo announced the 2022 budget highlights as follows:

- One (1) additional full-time person (test given, candidates interviewed and ranked, now conducting background checks)
- Replacement of two cardiac monitors (previously approved)
- Thermal imager replacement (1)
- Purchase of electric/battery powered PPV Fan
- Purchase of battery powered Sawzall
- Station One land purchase and design

Strazzo would like to congratulate Firefighter Zach Lohr, graduated Paramedic School and passed his National Registry Test.

Service Department:

Magovac read the road report for December.

TRUSTEES’ REPORT:

Christina Kusnerak:

Kusnerak announced all department heads need to send her their inventory list, OTARMA

paperwork will be coming in the next few weeks.

Trica Murphy:

Murphy mentioned her email address is tmurphy@brunswickhillstwp.org

John Witthuhn:

Witthuhn mentioned the continued issues with the Brunswick Hills Township website, thought it was completed, but there was a setback. It will be up and running as it should, hopefully soon.

FISCAL OFFICER:

K. Esber presented the financial reports.

Kusnerak offered **Resolution #13-2022**, Amendment Budget Approval, Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Resolution adopted.

Witthuhn moved to approve the Purchase Orders and Then & Now Purchase Orders as read. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve payroll dated January 11, 2022 in the amount of \$73,423.27. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn moved to approve payment listing dated January 10, 2022 in the amount of \$11,868.89. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

Witthuhn moved to approve a donation to Medina County SPCA in an amount of \$2,000.00. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

NEW BUSINESS:

Witthuhn moved to approve all three Trustees to sign the Medina County Road Mileage Certification, which was increased slightly to 35.317 road miles. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

BZA: February 2nd at 7PM

Zoning Commission: February 3rd at 7PM

Trustee: January 25th at 7pm

Special:

PUBLIC INPUT:

Michael Esber asked about the West Chase property, Kusnerak stated no updates at this time.

OFF CAMERA:

Kusnerak motioned to go off camera at 8:13PM 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 evaluations and employee interview. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Kusnerak motioned to go into Executive Session at 8:16PM to consider employment and employee compensation, invited applicant. Witthuhn seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Kusnerak motioned to come out of Executive Session at 8:31PM. Witthuhn seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Kusnerak motioned to go to Executive Session at 8:32PM to consider employee compensation and invited Czyz. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Kusnerak motioned to come out of Executive Session at 9:04PM. Witthuhn seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

No action taken regarding compensation.

Witthuhn moved to offer Zoning Commission position, unexpired term ending 2023, to Donald Kuenzer, pending successful completion of all pre-employment requirements. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

ADJOURN:

Witthuhn moved to adjourn at 9:24PM. 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