

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**March 22, 2022**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, March 22, 2022 at 7:00 PM. This meeting was held at the Brunswick Hills Township Town Hall.

Board of Trustees Chair Chris Kusnerak, Vice Chair Trica Murphy, Trustee John Witthuhn, Fiscal Officer Katherine Esber, Police Chief Sopkovich, and Service Foreman Paul Magovac present.

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

**PRESENTATION:**

None.

**MINUTES:**

Murphy moved to approve the February 22 regular meeting minutes. Witthuhn seconded. Witthuhn yes. Murphy – yes. Kusnerak – abstained. Motion carried.

Murphy moved to approve the March 8 regular meeting minutes. Kusnerak 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](http://www.brunswickhillstwp.org))

**DEPARTMENT REPORTS:**

**Zoning Department:**

There is a mylar to sign for the Redwood property at Pearl And Sleepy Hollow.

**Police Department:**

Chief Sopkovich asked for approval to purchase the Employee Assistance Program offered by HelpNet for all employees of the Police Department. He indicated the cost is \$2.38 per employee per month and would be paid from the police medical line item.

Witthuhn said he would like to include all Fire Department employees and Fulltime Service employees. Witthuhn moved to approve the purchase of the Police, Fire and full time Service employees for the program to be paid from each department medical line item. Kusnerak seconded. Witthuhn – Yes. Murphy – yes. Kusnerak – yes. Motion carried

**Fire Department:**

On behalf of the Fire Department, Witthuhn asked for an Executive Session for an interview for a part-time firefighter.

**Service Department:**

Magovac requested A Resolution to enter into an agreement with ODOT for the ODOT Road Salt Contract Awarded in 2022. Total tons requested will be 1,200 tons. Witthuhn offered and moved to approve **Resolution #16-2022**. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Magovac requested to hire Set in Stone for concrete repairs at the intersections of Creekside and Stoneybrook and Bonneybrook and Rivershannon for the amount of \$46,805.00 along with a PO from Repairs and Maintenance for \$43,000 and Contracted Services for \$3,805.00. Kusnerak moved to approve hiring of Set in Stone as well as the PO for \$46,805. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried

Magovac requested to purchase culvert pipe from Wolf Brothers for the amount of \$1,102.31 for culvert replacement on Kingsbury Road. He also received pricing from two other companies in the amounts of \$1,190.60 and \$1,205.00. This will be paid from BC29. Witthuhn moved to approve the purchase from BC 29 in the amount of \$1,102.31. Kusnerak seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried

Magovac requested a PO to purchase crack seal material and machine rental from DJL Material in the amount of \$4,995.00 from the contracted services line item. Kusnerak moved to approve the purchase and PO. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried  
Magovac stated he attended a virtual meeting regarding the Pearl Road construction between Boston and Sleepy Hollow to begin April 14<sup>th</sup>. The road will be ground down and replaced with new asphalt. The intersection of 303 and 42 will be done at night. This is a two year project.

**TRUSTEES’ REPORT:**

**Christina Kusnerak:**

None

**Trica Murphy:**

None.

**John Witthuhn:**

None.

**FISCAL OFFICER:**

Esber presented the financial reports.

Witthuhn moved to approve two T&N PO’s dated March 14, 2022, in the amount of \$1,875.00 to IWorQ for Zoning and \$697.14 to Pro-Tech for the Police Department. Kusnerak seconded. Witthuhn – yes, Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve payment listing dated March 14, 2022, as mentioned, in the amount of \$24,942.50. Murphy seconded. Witthuhn – yes, Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve payment listing dated March 22, 2022, as mentioned, in the amount of \$49,281.18. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve, as mentioned, payroll dated March 22, 2022 in the amount of \$83,262.74. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

**OLD BUSINESS:**

Kusnerak stated the Transient Vender information is not ready to discuss until the prosecutor weighs in.

**NEW BUSINESS:**

New fireworks law to be discussed at a date TBD.

**MISCELLANEOUS & CORRESPONDENCE:**

None.

**UPCOMING MEETINGS:**

Trustee: April 12 at 7 PM      BZA: April 6 at 7 PM      Zoning Commission: April 7 at 7 PM

**PUBLIC INPUT:**

Patricia Wetterman, 1085 Substation, inquired about whether the trash opt outs had been approved and sent to Republic. Witthuhn stated they were approved and sent.

**OFF CAMERA:**

Kusnerak motioned to go off camera at 7:21 PM for the signing of Warrants & Purchase Orders and any other business brought before the Board. There will be an Executive Session off camera for employee interview and employee compensation. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to go into Executive Session at 7:45 PM to consider employment and employee compensation, and invited applicant. Murphy seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Kusnerak motioned to come out of Executive Session at 8:33 PM. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to offer a part-time Firefighter position to Gregory Savel, pending successful completion of all pre-employment requirements. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Kusnerak will be attending the Court hearing on April 15, 2022.

Kusnerak moved to have Magovac make a copy of the Trustee office key for new hire Galanek. Murphy seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to adjourn at 8:37 PM. Murphy seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

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Christina Kusnerak, Chair Trustee

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Trica Murphy, Vice-Chair Trustee

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John Witthuhn, Trustee

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Katherine Esber, Fiscal Officer