

BRUNSWICK HILLS TOWNSHIP TRUSTEES
Regular Meeting
April 12, 2022

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, April 12, 2022 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Chris Kusnerak, Vice Chair Trica Murphy, Trustee John Witthuhn, Fiscal Officer Katherine Esber, Zoning Inspector Evelyn Czyz, Police Chief Tim Sopkovich, Fire Chief Anthony Strazzo, and Service Foreman Paul Magovac present.

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

PRESENTATION:

Colin Johnson, from the Medina Co. Health Department, requested that everyone remember to vote on the May 3rd 7 mil Levy Renewal. The Levy would be an increase of .17, which will increase residents' taxes by \$14.70 per \$100,000 of their property value.

Fire Chief Strazzo presented Johnson with an Outstanding Service Award for the Health Department's service and commitment to the residents of Brunswick Hills Township. Strazzo asked that the Board adopt a resolution as such. Witthuhn offered **Resolution #17-2022** and moved to approve. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Resolution adopted.

Chief Strazzo asked for a moment of silence for fallen firefighter, Phil Wigal of the Town & Country FD.

Chief Strazzo stated that the average length of tenure for the BHFD personnel is nine years. He then presented Longevity Awards to the following firefighters:

M. Drum	32 years
G. Storch	30 years
R. Koerper	27 years
H. Goodyear	27 years
T. Haas	24 years
R. Drum	20 years
R. Santana	20 years
J. Marrelli	18 years
G. Phelan	18 years
A. Pavell	15 years
E. Sigmund	13 years
D. Harris	12 years

The 2021 Firefighter of the Year Award was presented to Fire Prevention Officer - Matt Payne - by Chief Strazzo.

Part-time firefighter/paramedic - Greg Savel - was sworn in by Trustee Witthuhn.

MINUTES:

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

Kusnerak moved to approve the March 22 Records Commission meeting minutes. Witthuhn 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 reported that \$2,872.84 was collected in March. Czyz read the March monthly report. Murphy noted that both Zoning Boards are now fully staffed.

Police Department:

Chief Sopkovich made the following requests:

The signature of Trustee Kusnerak on the Ohio Department of Public Safety Grant that was awarded to the Brunswick Hills PD in the amount of \$33,420.00 to purchase body cameras. Witthuhn moved to approve. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

To send Sgt. Sanford and Ptl. Fisher to a Profiling Teen Killers class on May 9, 2022 in Willoughby, OH. The training will cost \$298.00. Purchase Order request to Phil Chambers. Murphy moved to approve. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

To send Ptl. Dominguez and Ptl. Milford to the Ohio Tactical Conference on June 6 and 10, 2022 in Sandusky, OH. The training will cost \$700.00. Kusnerak moved to approve. Witthuhn seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

For Chief Sopkovich to attend the FBINAA Training Conference from July 30 to August 2, 2022 in Cleveland, OH. The training will cost \$475.00. Kusnerak moved to approve. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

A resolution was requested to list five (5) working Motorola CDM LS+UHF (403-470MHZ) 160 CH mobile radios with microphone on GovDeals for 14 days. Kusnerak offered **Resolution #18-2022** and moved to approve. Witthuhn seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Resolution adopted.

The signature of TFO Esber on the MCDAC SRO Grant. Chief Sopkovich is requesting to use the grant to cover 1600 hours of wages for the SRO officers in the amount of \$52,016.00. Kusnerak motioned to approve. Murphy seconded. Witthuhn - abstain. Murphy – yes. Kusnerak – yes. Motion carried. A PO to Vance's Law Enforcement in the amount of \$1,800.00 to purchase ammunition for SWAT.

Witthuhn motioned to approve. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

To send Ptl. Makrinos to the Blue Line K9 Conference in Pittsburg, PA from April 26 – April 27, 2022. The cost of training in the amount of \$295.00 is being donated by Brady’s K9. Hotel accommodations will be in the amount of \$248.00 and charged to the Department’s credit card. Kusnerak motioned to accept the donation. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried. Kusnerak motioned to approve the hotel expenditure. Witthuhn seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Fire Department:

Chief Strazzo read the March activity report.

Chief Strazzo requested that the Trustees accept a leave of absence request submitted by Firefighter Schneider. Witthuhn motioned to approve. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Accept the resignation of Firefighter Gluss and thank him for his service. Kusnerak motioned to approve. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

The Chief requested to waive the EMS bill for a Valley City Firefighter who was injured in the line of duty. Witthuhn motioned to approve. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Chief Strazzo reported that Brunswick Hills Twp. Fire Department will host the Fire Blast Trailer Training April 22 thru April 24, 2022. Firefighters from Brunswick Hills Twp., Brunswick, Hinckley, and Valley City will attend. The training is totally free.

The Board, Chief Strazzo and Chief Sopkovich discussed the new Fireworks law and discussed potential options for the Township. More information, including legal options, are required to make a decision and the issue is expected to be discussed at a later date.

Service Department:

Magovac read the March road report.

Magovac requested approval for additional concrete work to be done by Set in Stone for the intersections of Bonneybrook and Rivershannon, with a Purchase Order in the amount of \$2,200.04 from the Operating Supplies line item. Kusnerak moved to approve. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Magovac requested to spend an additional \$3,200.00 for Emergency Expense to repair a catch basin at the corner of Creekside and Stoneybrook, to be paid from BC #41, Operating Supplies. Witthuhn made a motion to approve. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Purchase Orders and to hire Melway Paving, pending approval from the Prosecutor’s Office, to pave Zachary Trail, Marlee Court, and Forest Grove Drive in the amount of \$291,878.50 was requested by

Magovac. The amount will be broken down as follows:

Contracted Services (various line items)	\$226,573.50
Operating Supplies (various line items)	\$ 31,500.00
Salt & Equipment line item	\$ 33,805.00
TOTAL	\$291,878.50

Witthuhn motioned to approve. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

TRUSTEE REPORTS:

Christina Kusnerak:

Motioned to approve the Sedgwick invoice for annual services in the amount of \$3,230.00. Witthuhn seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Trica Murphy:

None.

John Witthuhn:

Made a motion to approve the Baker Law Firm invoice regarding use of ARP funds in the amount of \$882.00 out of existing Purchase Order. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Motioned to approve the Lighthouse Solutions invoice in the amount of \$13,238.39 for annual IT maintenance services. The Service Dept. will pay \$1,650.00 out of BC #34, General Fund will pay 1/3 (\$3,862.80), and the Fire Dept. will pay the remaining 2/3 (\$7,725.59). Kusnerak seconded. Witthuhn - yes. Murphy – no, due to lack of information. Kusnerak – yes. Motion carried.

FISCAL OFFICER:

Esber completed the financial reconciliations for February and March.

Witthuhn moved to approve warrants from April 11, 2022 in the amount of \$7,419.26. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve warrants from March 28, 2022 in the amount of \$14,078.94. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn made a motion to approve warrants from April 4, 2022 totaling \$25,689.15. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn motioned to approve payroll from April 5, 2022 in the amount of \$63,349.93. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn made a motion to approve POs not previously approved. BC from Contracted Services – General Fund in the amount of \$5,000, POs to Mr. Tire for \$5,000 for the Police Department - Vehicle

Maintenance, and \$96.00 to University Health for employee drug screening. Kusnerak seconded the motion. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn motioned to approve two Then & Now Purchase Orders from March 26, 2022 for the Police Department for payment to the Cleveland Clinic in the amount of \$211.00 and an invoice to Auto Zone for \$117.45. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

OLD BUSINESS:

Kusnerak stated there is nothing new on the Transient Vendor issue.

Per Kusnerak, a Board Member needs to sign the EAP contract on behalf of the Board. This was discussed and approved at the last Trustee meeting. Currently, quarterly and annual reports are sent to the TFO. It was decided that the TFO will remain the primary contact and Kusnerak will be secondary. The Board discussed that the Police Department Administrative Assistant needs to be involved since she handles insurances, but due to confidentiality issues, she will not be listed as a contact at this time. Witthuhn made a motion to approve for Kusnerak to sign the contract on behalf of the Trustees. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

NEW BUSINESS:

Murphy questioned part-time Township employees working beyond their scheduled hours. Murphy will work on specific language regarding this topic for the next Trustee meeting.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees: April 26 at 7 PM Zoning Commission: May 5 at 7 PM BZA: May 4 at 7 PM

PUBLIC INPUT:

Michelle Shewbridge, 5136 Preston Place, Brunswick Hills Twp., requested that the Board opt out of the new Fireworks Bill. Mrs. Shewbridge stated many statistics on fireworks dangers as well as how it negatively affects her family.

Robert Murphy, 4041 Foskett Road, Brunswick Hills Twp., stated he believes that people will do what they want with setting off fireworks, regardless of what the law mandates.

Ron Wetterman, 1085 Substation Road, Brunswick Hills Twp., said that he doesn't think the 1.4G fireworks will be safe to use in designated areas.

OFF CAMERA:

Kusnerak motioned to go off camera at 8:33 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 compensation and to discuss a land purchase. Witthuhn seconded. Murphy – yes. Kusnerak – yes.

Witthuhn – yes. Motion carried.

Kusnerak made a motion to go into Executive Session at 8:49 PM to discuss employee compensation and a land purchase. Witthuhn seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak motioned to come out of Executive Session at 9:18 PM. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

No action will be taken at this time regarding the purchase of land.

Witthuhn moved to increase the Fire Chief’s pay 5%, effective with the next payroll period. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – no. Motion carried.

The April 15th court hearing has been rescheduled.

Witthuhn moved to adjourn at 9:29 PM. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Christina Kusnerak, Chair Trustee

Trica Murphy, Vice-Chair Trustee

John Witthuhn, Trustee

Katherine Esber, Fiscal Officer