

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
May 24, 2022

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, May 24, 2022 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Chris Kusnerak, Vice Chair Trica Murphy, Fiscal Officer Katherine Esber, Police Chief Tim Sopkovich, and Assistant Fire Chief Tim Haas present.

Kusnerak called the meeting to order at 7:01 PM and noted the meeting was properly advertised.

PRESENTATION:

Patrolman – Austin Barnhardt – was sworn in by Trustee Kusnerak.

MINUTES:

Murphy moved to approve the May 16, 2022 special meeting minutes. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak 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:

Trustee Murphy reported that the Board had received a letter of resignation from BZA member, Linda Kuenzer, who will now be moving to another position within the Township. Murphy moved to accept her resignation from the BZA. Kusnerak seconded, and thanked her for accepting the new position. Kusnerak – yes. Murphy – yes. Motion carried.

Fire Department:

Assistant Fire Chief Tim Haas reported that funds in the amount of \$3,984.86 are needed for emergency repairs to Tanker 22. Haas requested a Purchase Order to Fallsway Equipment in the amount of \$4,000 from line item 2192-220-323-0323. Kusnerak moved to approve the Purchase Order. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried.

The Fire Department has submitted for the OTARMA MORE Grant in the amount of \$1,000 for reimbursement of the purchase of safety equipment, which is the maximum amount of money permitted.

Haas reported that the Fire Department will host a one day Junior Fire Academy course for 14-17 year olds on Tuesday, June 21, 2022 from 8 am to 4 pm at Station 2. The course will give the teens an introduction to duties performed by firefighters and EMS personnel, teach them firefighter techniques, hands-on CPR, basic first aid, truck familiarization, technical rescue, and vehicle extrication. Lunch

will be provided for all attendees and they will also receive a free t-shirt. Each participant must have a signed waiver from their legal guardian. Anyone interested in attending the Academy should contact Lt. Pavell at apavell@bhtwp.org or call the Fire Department at 330-273-9131. They have space available for 25 teens and are only half full.

Service Department:

None.

TRUSTEES' REPORT:

Christina Kusnerak:

None.

Trica Murphy:

None

FISCAL OFFICER:

TFO Esber presented the financial reconciliation for April.

Kusnerak moved to approve payroll from May 17, 2022 in the amount of \$58,913.78. Murphy seconded. Kusnerak - yes. Murphy – yes. Motion carried.

Kusnerak moved to approve payroll from May 31, 2022 in the amount of \$55,257.64. Murphy seconded. Kusnerak - yes. Murphy – yes. Motion carried.

Murphy made a motion to approve warrants from April 29, 2022 totaling \$67,089.08. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Motion carried.

Murphy motioned to approve warrants from May 16, 2022 in the amount of \$25,119.44. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve warrants from May 24, 2022 totaling \$10,819.73. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried.

Esber presented the following purchase orders and blanket certificates for approval:

Purchase Order for WEX for fuel in the amount of \$15,000 for the Police Department.

Blanket Certificate in the amount of \$3,000 for Uniforms, Tools & Equipment for the Police Department.

Purchase Order to Columbia Gas in the amount of \$876.99 for the Police Department.

Purchase Order for Medina Co. Sanitary Engineer in the amount of \$305.00 for the Township.

Blanket Certificate for office supplies in the amount of \$1,267.44 for Township.

Kusnerak made a motion to approve the new Purchase Orders and Blanket Certificates. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried

A Purchase Order for Ohio Edison in the amount of \$3,626.50 from the General Fund was also requested by the TFO. Kusnerak moved to approve. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried.

OLD BUSINESS:

Kusnerak reported that there is nothing new to report on the fireworks legislation. Legal counsel has many questions that need to be answered from the State so Brunswick Hills Township is waiting to hear about that.

Kusnerak stated they have a draft of the Transient Vendor Resolution from April with a few minor edits and typos that need made. It was suggested that they eliminate 90 and 180 day permits, and just offer a full year permit for \$75. The reasoning is that vendors come back several times throughout the year. It was noted that none of the surrounding communities charge more than \$75 per year for a permit. Kusnerak offered **Resolution #23** be adopted for the Transient Vendor Resolution. The TFO requested she receive a final copy of the resolution. Murphy seconded. Kusnerak – yes. Murphy – yes. Resolution adopted.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None

UPCOMING MEETINGS:

Trustees: June 14 at 7 PM Zoning: June 2 at 7 PM BZA: June 1 CANCELLED due to
no business

PUBLIC INPUT:

None.

OFF CAMERA:

Kusnerak motioned to go off camera at 7:22 pm for the signing of Warrants & Purchase Orders and any other business brought before the Board. There will be an Executive Session off-camera to follow up on a complaint against a public employee, discuss a property acquisition, and Township security. Murphy seconded. Kusnerak – yes. Murphy - yes. Motion carried.

Kusnerak made a motion to go into Executive Session at 7:24 PM to discuss a property acquisition, follow-up on a complaint against a public employee, and discuss township security. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak motioned to come out of Executive Session at 7:57 PM. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak noted that no action will be taken at this time.

Kusnerak moved to adjourn at 8:05 PM. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried.

Christina Kusnerak, Chair Trustee

Trica Murphy, Vice-Chair Trustee

John Witthuhn, Trustee

Katherine Esber, Fiscal Officer