

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING

June 28, 2022

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, June 28, 2022 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, Vice Chair Trica Murphy, Trustee John Witthuhn, Fiscal Officer Katherine Esber, 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.

Public Presentation:

Firefighter – Alex Haffner – was sworn in by Trustee Witthuhn.

Firefighter – Nathan Trybus – was sworn in by Trustee Witthuhn.

Fire Chief Anthony Strazzo commented that the two part-time firefighters had been previously sworn in on June 6th, however, were being formally sworn in tonight in front of the public and their families.

Chief Strazzo also reported that the BHFD has received the 2022 American Heart Association Mission Lifeline Gold Plus Award for outstanding cardiac care.

MINUTES:

Murphy moved to approve the May 24 regular meeting minutes. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – abstained. Motion carried.

Witthuhn moved to approve the June 14 regular 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:

None.

Police Department:

None.

Service Department:

Foreman Magovac received phone approval to have work done at General Maintenance in the amount of \$2,815.34 for brakes on the Peterbilt truck. The money was paid from BC #30 Repair and Maintenance Vehicles. Witthuhn moved to approve the expenditure. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Magovac made a request to spend \$10,000.00 for concrete replacement on roads throughout the Township. Individual expenditures for this will be over the \$750.00 allowance and he would like to allocate the money from BC #28. Kusnerak made a motion to approve the request. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Fire Department:

Chief Strazzo requested a Purchase Order to the P Fund to wrap up the purchase of their squad in the amount of \$244,960.00 from Motor Vehicles (EMS fund). Witthuhn moved to approve the request. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Chief Strazzo reported to the Board that he calls the dealership once a month to check on the new ambulance that was ordered last year. Ford still hasn't manufactured the chassis, nor have they even given them a date that it will be done. He isn't expecting delivery until 2023, which was the goal when it was ordered

Strazzo requested a BC in the amount of \$5,000.00 for Contracted Services. Kusnerak moved to approve. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Strazzo had emailed the Board regarding the FCC License for the Service Department, which expired on June 22. In order to have the license renewed, he is requesting that the Board approve the paperwork, which will be for a ten-year license. Kusnerak made a motion to approve for Chief Strazzo to sign the FCC Licensing on behalf of the Board. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried. Trustee Witthuhn thanked Strazzo for handling the renewal.

Chief Strazzo wished Happy Birthday to Dave Goodyear, who was one of the founding members of the Brunswick Hills Township Fire Department.

Strazzo stated that he is concerned about increasing fuel costs, and the effect that it will have on the Fire Department's budget for next year. He has requested a reappropriation of funds for the additional fuel costs for the remainder of 2022.

Strazzo also reported that the Jr. Fire Academy was held on June 21st, and had a total of 16 kids aged 14 to 18 from the Township, as well as one teenager from Akron, whose grandmother is a resident of Brunswick Hills Township. The Academy was successful and plans are to hold it again next year. Strazzo has been asked to hold a similar Academy for adults.

Chief Strazzo reviewed fireworks safety with the July 4th holiday soon approaching. He said there are many misconceptions on usage and that all of the rules can be found on the Township's website. In addition, he did highlight that no one under the age of 18 is permitted to set off fireworks; the hours of usage are only between 4 PM and 11 PM; no one is permitted to store in excess of 125 lbs. of fireworks;

and, no fireworks are to be set off indoors. Again, please refer to the Township website, under the Fire Department tab, for a complete list of guidelines. Trustee Witthuhn has reached out to the Prosecutor's Office, requesting guidance on the new State law that was just recently passed on fireworks usage, but has not heard back.

Lastly, Strazzo submitted a grant request in the amount of \$105,000 to the State of Ohio for Recruitment, Retention, and Behavioral Health.

TRUSTEES' REPORTS:

John Witthuhn:

None.

Trica Murphy:

None.

Kusnerak:

None.

Fiscal Officer:

Witthuhn offered Resolution #24-2022 pertaining to the Fire Department requests as follows:

Increase	2192-220-353-0000	\$5,000.00	Natural Gas
Decrease	2192-760-730-0000	\$5,000.00	Improvements to Site
Increase	2192-220-420-0420	\$5,000.00	Operating Supplies Fuel
Decrease	2192-760-730-0000	\$5,000.00	Improvements to Site
Increase	2192-220-360-0000	\$5,000.00	Contracted Services
Decrease	2192-760-730-0000	\$5,000.00	Improvements to Site

Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn offered Resolution #25-2022 pertaining to the Police Department requests as follows:

Increase	2191-210-221-0000	\$1,448.00	Medical
Decrease	2191-210-519-0000	\$ 75.00	Fees and Dues
Decrease	2191-210-251-0000	\$1,373.00	Uniform

Esber reported that the appropriation reallocations were due to an oversight as to where invoices were paid from. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn made a motion to approve payroll for June 28 in the amount of \$62,603.00. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve warrants from June 20 in the amount of \$93,649.58. Murphy seconded. Witthuhn – abstained from invoice pertaining to City of Brunswick in the amount of \$77,460.05, otherwise, yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn motioned to approve warrants for June 28 totaling \$54,044.57. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn made a motion to approve the following Purchase Orders and Blanket Certificates, three of which were from last week and two from tonight. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Purchase Order for the Police Department to Breezeline (formerly WOW) for \$5,000.00.

Purchase Order for the Police Department to Breezeline (for phone) in the amount of \$1,800.00.

Blanket Certificate for the Police Department Dues and Fees in the amount of \$5,000.00.

Blanket Certificates for Medical and Hospitalization - \$50,000.00 for the General Fund and \$50,000.00 for the Fire Department.

Witthuhn reported that just before the meeting, the Board discussed that earlier in the month, they had signed several Purchase Orders:

Breezeline out of the General Fund for \$500.00.

Breezeline out of the General Fund for \$1,000.00.

Breezeline for the Police Department for \$4,000.00.

Breezeline for the Police Department for \$500.00.

Breezeline for the Fire Department in the amount of \$2,201.39.

Ohio Edison out of the General Fund for \$3,000.00.

Witthuhn moved to approve the Purchase Orders listed. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

Witthuhn reported that the main computer at the Township Town Hall is nine years old, and the IT company is recommending that it be replaced. Witthuhn would like to upgrade to include dual monitors. The total cost for the new computer and dual monitors to be purchased from and installed by Lighthouse Solutions would be \$2,127.00. Witthuhn made a motion to approve a Purchase Order, if needed for the purchase. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Magovac reported that Cari Gray, the Medina County Bureau of Worker's Compensation representative, had stopped out and observed the Service crew doing culvert work. It was a hot day and Cari provided the crew with water to stay hydrated. Ms. Gray reported back to Magovac that she did not see any issues, had no suggestions for improvement, and that he was doing a great job with communication and culture to enhance the safety of employees. Ms. Gray sent a letter to the Board and reported that she also discussed with Magovac the opportunities for reducing injuries and illness, risk factories, and other ideas. She suggested that Magovac continue to stress safety, and provide training, PPE, and resources to employees as needed. Trustee Kusnerak congratulated Magovac on doing an excellent job.

MISCELLANEOUS & CORRESPONDENCE:

Witthuhn reported that he received an email from FirstEnergy/Ohio Edison regarding attaching items, including cameras, banners, and flags to their utility poles. Ohio Edison would like to remind the public that a formal approval process must be followed to ensure utility pole attachments, like cameras, are safe and legal. Prior to attaching any object to Ohio Edison utility poles or equipment, the requestor

must receive approval from the company to ensure the safety of residents and utility personnel. FirstEnergy's pole attachment guidelines can be found here: [Joint Use Policies \(firstenergycorp.com\)](https://www.firstenergycorp.com/firstenergy/pole-attachment-guidelines).

Additionally, Ohio Edison wanted to offer some summer cost saving suggestions such as setting thermostats as high as comfortable, using programmable thermostats, closing drapes and/or blinds on sunny days, checking air conditioner and furnace fan filters, and to avoid using heat producing appliances during the hottest hours of the day. For more information, visit [firstenergycorp.com/saveenergy](https://www.firstenergycorp.com/saveenergy).

UPCOMING MEETINGS:

Trustees: June 30 at 10 AM to discuss the 2023 Budget. The Board will also go into Executive Session to discuss possible employee discipline.

July 12 Regular Meeting

Zoning Commission: July 7 at 7 PM CANCELLED
due to No Business.

BZA: July 6 CANCELLED
due to No Business.

PUBLIC INPUT:

None.

OFF CAMERA:

Kusnerak motioned to go off camera at 7:35 PM for the purpose of signing warrants and Purchase Orders, and any other business brought before the Board. There will be an Executive Session off camera to discuss employee compensation, possible employee discipline, and pending legal matters. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn made a motion to go into Executive Session at 7:43 PM to discuss employee compensation, possible employee discipline, and pending legal matters with legal counsel (virtually). The Board invited Chief Strazzo into the session. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn motioned to come out of Executive Session at 8:43 PM. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

No action will be taken by the Board.

Witthuhn moved to adjourn at 8:53 PM. Kusnerak 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