

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING

July 26, 2022

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, July 26, 2022 at Brunswick Hills Township Town Hall.

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

None.

MINUTES:

Witthuhn made a motion to approve the June 28, 2022 regular meeting minutes. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve the June 30, 2022 special meeting minutes. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Murphy motioned to approve the July 19, 2022 special meeting minutes. Witthuhn seconded. Murphy – yes. Witthuhn – 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:

Trustee Murphy reported that there is a mylar that needs signed, combining two lots into one lot.

Mr. Mike Westfall, 3889 Claythorne Place, Brunswick, Ohio addressed the Board. Mr. Westfall is the developer that put in Sunset Cove Drive, and built all of the houses on the street. He said that subplot #9, located at 4540 Sunset Cove, is the last buildable lot on that street, and they are in the process of building a home there. The homeowners, John and Cindy Phillips, would like to have a pipe installed into a drainage ditch that runs through the property. The ditch is dry unless it rains. There is also a storm water quality basin on subplot #8 that filters into that drainage ditch when it rains. The homeowners would like to put in the pipe so that they can ease the grade around their house to make it more usable. Mr. Westfall had the pipe engineered to tie in everything properly. Originally, they had planned to put in a retaining wall, but the county inspector suggested putting in the pipe instead. Because there is a riparian setback, they are requesting the Township's approval. Trustee Witthuhn asked Mr. Westfall exactly what he meant when

he said that the County inspector was “kind of onboard”. Mr. Westfall said that the County’s approval was verbal. The plans were sent to the County, but they want him to first get approval from Brunswick Hills Township. Mr. Westfall did have the original plans with him that show the storm ditch has no water source. Service Foreman Paul Magovac asked if an easement exists in that area. Mr. Westfall said that there is not an easement, but rather a riparian setback. To clarify, Trustee Kusnerak asked Mr. Westfall if he is requesting to enclose the riparian, and he confirmed that is his request. Kusnerak further asked where the water travels. Mr. Westfall said it flows into a stream at the back of the property and then travels west toward Pearl Road. He said it runs behind the houses on Kingsbury and then past the cul-de-sac on Sunrise Oval and then continues under Substation Road. Mr. Westfall provided the Board with photos of the area and reviewed the building plans with Magovac. Witthuhn clarified that the enclosure would only be on the property owned by Mr. and Mrs. Phillips, and not on anyone else’s property. Trustee Kusnerak told Mr. Westfall that the Board needs time to review the plans, photos, and other information provided, as well as make a site visit in order to make a decision on his request. The Board will be in touch once they have made a decision.

Police Department:

None.

Fire Department:

Witthuhn made a motion to approve an invoice for Walter Haverfield in the amount of \$2,260.00, to be paid from Purchase Order #130-2022 on behalf of the Fire Department. Kusnerak seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve the resignation of Firefighter Zachory Lohr, effective August 5, 2022. Murphy seconded and thanked him for his service. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Service Department:

Foreman Magovac reported that earlier in the year, he had requested bids for salt through the State of Ohio for the 2022-2023 season. The contract has been awarded to Cargill Salt for \$49.87/ton, which is a \$9.56 per ton increase over last year’s cost. The Township is contracted for 1,200 tons for the 2022/2023 season.

TRUSTEES’ REPORTS:

John Witthuhn:

He moved to approve a Purchase Order for HR On-Call for \$3,000.00 from Contracted Services. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Trica Murphy:

None.

Kusnerak:

None.

Fiscal Officer:

Witthuhn made a motion to approve a Then & Now Purchase Order for phone service in the amount of \$108.79 and a Blanket Certificate for medical/hospitalization in the amount of \$200,000.00, both on behalf of the Police Department. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn motioned to approve payroll dated 7/26/22 in the amount of \$68,944.60. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve warrants from 7/18/22 in the amount of \$2,095.82. Kusnerak seconded. Murphy – yes. Kusnerak - yes. Witthuhn – yes. Motion carried.

Witthuhn made a motion to approve warrants dated 7/26/22 in the amount of \$66,528.01. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	August 9 Regular Meeting
BZA:	August 3 at 7 PM
Zoning Commission:	August 4 at 7 PM

PUBLIC INPUT:

None.

OFF CAMERA:

Kusnerak motioned to go off camera at 7:21 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 further discuss the complaint against a public official. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Kusnerak moved to approve a 40-hour vacation cash out request for both Chief Sopkovich and Administrative Assistant Ellen Young. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn made a motion to go into Executive Session at 7:26 PM to discuss a complaint against a public official. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak motioned to come out of Executive Session at 8:02 PM. Witthuhn seconded. Witthuhn - yes.

Murphy – yes. Kusnerak – yes. Motion carried.

No action will be taken at this time.

Kusnerak moved to adjourn at 8:09 PM. Witthuhn 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