

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**Regular Meeting**  
**August 23, 2022**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, August 23, 2022 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Chris Kusnerak, Vice Chair Trica Murphy, Trustee John Witthuhn, Fiscal Officer Katherine Esber, Police Sergeant Piekut, 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:**

None.

**MINUTES:**

Murphy moved to approve the August 9, 2022, regular meeting minutes. Kusnerak seconded. Witthuhn – abstained. 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](http://www.brunswickhillstwp.org))

**DEPARTMENT REPORTS:**

**Zoning Department:**

Murphy reported that the Trustees were notified that Medina Planning Services is scheduled to have a training session on zoning. Murphy made a motion that members of the Brunswick Hills Zoning Commission and Zoning Board of Appeals, as well as the Zoning Secretary, Zoning Inspector, and Assistant Zoning Inspector all attend the training, which will be held on September 1<sup>st</sup> in Lafayette Township. Trustee Witthuhn expressed an interest in also attending the training. Kusnerak seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

**Police Department:**

Sergeant Piekut attended on behalf of Chief Sopkovich and made the following requests:

Purchase Order to Vance’s Law Enforcement in the amount of \$2,580.00 from account 2191-210-430-000, Small Tools-Equipment, to trade in the Police Department’s old shotguns and purchase new ones. Kusnerak made a motion to approve. Witthuhn seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Sergeant Piekut announced that Austin Barnhardt tendered his resignation, effective August 15, 2022. Austin will continue to serve the Police Department as an Auxiliary Officer. Kusnerak moved to accept the resignation of Austin Barnhardt. Murphy seconded, and thanked Austin for his time and continued

support of the Department. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Murphy made a motion to approve Sergeant Piekut’s request for Patrolman Dominguez to attend the Ohio Peace Officer Advanced Training Academy from September 26–30 in Elyria, Ohio. The cost to attend the academy is \$600, which will be charged to account 2191-210-318-0000, Training. Trustee Witthuhn wanted to ensure that Patrolman Dominguez will use the knowledge and skills obtained from completion of the course to train members of the Brunswick Hills Police Department. Witthuhn seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Request for approval of the purchase of 10 multi-key upgrades for the Harris XI-185 radios from Cleveland Communications in the amount of \$5,550.00 from account 2191-210-370-0000, Payment to Another Political Subdivision. Witthuhn moved to approve. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

**Fire Department:**

Chief Strazzo reported that the Fire Department received a grant from the Ohio Department of Health & Safety in the amount of \$647.21. Trustee Witthuhn acknowledged that Chief Strazzo applies for numerous grants to benefit the Fire Department, and he appreciates the time and effort put forth to do so.

**Service Department:**

Kusnerak made a motion to approve Service Foreman Magovac’s request for a Purchase Order to Kenworth of Richfield in the amount of \$18,752.95 from account 1000-330-390-0000, Other-Purchased Services, as well as to have Murphy sign the purchase agreement on behalf of the Board. These are additional charges from both Kenworth and Henderson to cover the increase in steel prices and to reconfigure the stationary grill for the 2023 Kenworth plow truck that the Township has on order. Kenworth has indicated that they will begin production of the truck around November 29, 2022, and it will be delivered approximately five months after that. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve Magovac’s request for a Purchase Order to have Tree Maintenance cut down five dead trees on Township property off of Aldersyde Circle, to be paid from account 1000-330-390-0000, Other-Purchased Services. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

**TRUSTEE REPORTS:**

**Christina Kusnerak:**

None.

**Trica Murphy:**

None.

**John Witthuhn:**

Made a motion to approve the Walter Haverfield invoice in the amount of \$1,934.44 from BC #1-2022. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

**FISCAL OFFICER:**

Witthuhn motioned to approve Payroll for August 23, 2022 in the amount of \$69,848.69. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn made a motion to approve warrants for August 23, 2022 in the amount of \$49,057.22. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve warrants dated August 15, 2022 in the amount of \$6,445.40. Murphy seconded. Kusnerak – yes. Witthuhn - yes. Murphy – yes. Motion carried.

Witthuhn made a motion to approve the following Purchase Orders and Blanket Certificates as presented by the Fiscal Officer.

- Blanket Certificate for Training on behalf of the Police Department in the amount of \$4,000.00.
- Purchase Order to Akron Uniforms in the amount of \$3,714.00 on behalf of the Police Department for new vests.
- Purchase Order to Shred It in the amount of \$308.98 from the General Fund.
- Blanket Certificate for Printing & Advertising in the amount of \$1,270.21 from the General Fund.
- Blanket Certificate for the Service Department for Medical in the amount of \$33,388.28.
- Purchase Order to Verizon for the Police Department in the amount of \$536.73.

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

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**MISCELLANEOUS & CORRESPONDENCE:**

None.

**UPCOMING MEETINGS:**

Trustees: September 13 at 7 PM

Zoning Commission: Sept. 1 – CANCELLED - no business

BZA: September 7 at 7 PM

**PUBLIC INPUT:**

None.

**OFF CAMERA:**

Kusnerak motioned to go off camera at 7:32 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, an interview, and to discuss employee discipline. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn made a motion to go into Executive Session at 7:55 PM to consider employment, compensation, and employee discipline. Fire Chief Strazzo and the applicant were invited to join the session. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn motioned to come out of Executive Session at 9:07 PM. Murphy seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

No action will be taken at this time regarding compensation and discipline.

Kusnerak made a motion that the Board of Trustees deem the November 30, 2021 entrance exam list no longer valid for the purpose of hiring personnel for the Fire Department. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

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

Kusnerak moved to adjourn at 9:10 PM. Witthuhn seconded. Witthuhn - yes. Murphy – yes. Kusnerak – 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