

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
November 22, 2022

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, November 22, 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 Police Chief Tim Sopkovich present.

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

PRESENTATION:

Fire Chief Strazzo asked the audience to stand for a moment of silence in remembrance of Johnny Tetrick, who was a Cleveland Firefighter killed by a drunk driver in the line of duty.

Firefighters – Brayden Crider, Garrett Rivett and Jacob Curtiss – were sworn in by Trustee Kusnerak.

Chief Anthony Strazzo commented that the three part-time firefighters were previously sworn in earlier in November and have been working shifts while completing training; however, they were being formally sworn in tonight in front of the public and their families.

Kusnerak made a motion that the Board go into Executive Session at 7:08 PM to discuss promotion, and invited Police Chief Sopkovich and Officer Milford. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak motioned to come out of Executive Session at 7:20 PM. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to promote Officer Jeremy Milford to the rank of Sergeant with the Brunswick Hills Police Department. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – abstained. Motion carried. Sergeant Milford was sworn in by Trustee Kusnerak.

MINUTES:

Witthuhn moved to approve the November 9 regular meeting minutes. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to approve the November 16 special meeting minutes. Kusnerak noted there was one addition to the minutes and moved to approve. 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:

The Board received a letter of resignation from longtime BZA member, Cliff Kersten. Mr. Kersten is leaving for personal reasons and asked that his resignation become effective on December 1, 2022. Murphy made a motion to accept the resignation and thanked him for his 16 years of service to the community. Witthuhn seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried. Witthuhn announced that there are now two open positions on the Board of Zoning Appeals so if anyone is interested, information can be found on the Township website.

Police Department:

Sopkovich requested a purchase order for Patriot Aerial Services in the amount of \$6,367.50 to be paid from line item 2191-760-740-0000 - Machinery, Equipment and Furniture for an unmanned aerial system for the Police Department. Sopkovich stated that he currently has two UAN certified pilots, Sgt. Sanford and Patrolman Getto, so they will be using the equipment for call-outs, thermal imaging, etc. Kusnerak moved to approve the purchase order. Murphy seconded. Witthuhn asked if the two certified individuals are on the Medina County Drone Team, and why is the Brunswick Hills PD purchasing this equipment rather than utilizing the drones through Medina County? Sopkovich stated that he is building a drone team within the Township in order to respond quickly to emergencies as well as offer mutual aid to other communities. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Sopkovich also requested a purchase order in the amount of \$2,949.00 to be paid from line item 2191-760-740-0000 – Machinery, Equipment and Furniture for SHI International to purchase a Toughbook laptop for the Police Department. Witthuhn made a motion to approve. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Chief Sopkovich requested a purchase order for Chuck’s Custom in the amount of \$1,568.75 to be paid from line item 2191-210-323-0323 - Repairs and Maintenance, Vehicles. Sopkovich would like to purchase a hard tonneau cover and bedliner for Unit 1. Kusnerak motioned to approve the request. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Verbal approval had previously been given to Sopkovich from Trustees Kusnerak and Murphy on November 16, 2022 for vehicle repairs (tires) to Unit 12 in the amount of \$1,093.00. Murphy moved to approve. Kusnerak seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Lastly, Sopkovich requested approval to pay the annual invoice to Aladtec in the amount of \$3,236.00. He requested that \$3,000.00 be paid from PO #50 and \$236.00 be paid from BC #47. Sopkovich stated that the invoice increased \$236.00 from last year, which is why he had not budgeted enough to cover the entire invoice. Witthuhn made a motion to approve. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Fire Department:

Fire Chief Strazzo presented the Board with two resignations from Firefighters Darby Sandor and Corey Hayden. Kusnerak moved to accept the resignations and thanked them for their service. Murphy seconded and also thanked the Firefighters for their service. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried. Strazzo stated that both Firefighters were part-time and resigned due to not being able to meet the

scheduling requirements.

Strazzo announced that the Original Mattress Factory donated three high end mattresses to the Firefighters Association for use at Fire Station 2. The value of the donation was \$1,503.00. The Chief thanked them for the donation, which is much appreciated by the Firefighters Association.

Strazzo also extended his thanks to Saint Ambrose School and their Fourth Grade Class for donating a framed prayer, bowl of candy and homemade cards given to the Firefighters after the recent mass casualty drill at the school. The students did a great job during the drill, which included Firefighters from Brunswick Hills, Brunswick City, Hinckley and Valley City. Everyone was very appreciative of the students' thoughtfulness.

Chief wanted to remind everyone that Meet Santa will be December 18th from noon to 3 PM at Station 2. Strazzo said that they are still working on the parking situation and will announce plans prior to the event.

Lastly, Strazzo wanted to remind everyone that if they plan to deep fry a turkey for Thanksgiving to please not do so in the house, garage or within 20 feet of the house. Unfortunately, the Fire Department responds to a cooking fire every Thanksgiving involving a turkey. Strazzo wished everyone a safe and Happy Thanksgiving!

Witthuhn made a motion to approve the Spray-It invoices for undercoating the Fire Department vehicles that totaled \$875.00. Strazzo requested to pay \$505.00 from BC #68 and BC #71 for \$370.00. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Service Department:

Trustee Murphy moved to approve Service Foreman Paul Magovac's request to attend the OTA Conference in Columbus in January, 2023. The approval will be for conference registration and lodging. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

TRUSTEE REPORTS:

Christina Kusnerak:

None.

Trica Murphy:

None.

John Witthuhn:

None.

FISCAL OFFICER:

Murphy moved to approve warrants from November 14, 2022 in the amount of \$3,588.88. Kusnerak seconded. Witthuhn - abstained. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve warrants for November 22, 2022 in the amount of \$58,704.93. Kusnerak

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

Witthuhn made a motion to approve a Blanket Certificate for medical hospitalization on behalf of the Service Department to go through year-end in the amount of \$15,000.64. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Kusnerak offered **Resolution #36-2022** Appropriations Reallocations for the General Fund to increase line item 1000-110-314-0000 – Tax Collection Fees by \$1,500.00 and decrease line item 1000-110-312-0000 – Audit Services by \$1,500.00. In addition, to increase line item 2031-330-221-0000 – Medical/Hospitalization by \$8,715.00 and decrease line item 2031-330-329-0000 – Other Property Services by \$8,715.00. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Resolution adopted.

Witthuhn offered **Resolution #37-2022** 2023 Adjusted Budget Approval for the Road Department to increase line item 2021-330-352-000 – Water and Sewer by \$2,500.00, increase line item 2031-330-221-0000 – Medical by \$95,000.00 and increase line item 2031-330-360-1360 – Contracted Service Paving to \$160,000.00. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Resolution adopted.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS: Trustees:

December 13 at 7 PM

Zoning Commission: December 1 - CANCELLED, NO BUSINESS

BZA: December 7 - CANCELLED, NO BUSINESS

PUBLIC INPUT:

None.

OFF CAMERA:

Kusnerak motioned to go off camera at 7:55 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 consider employment. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Murphy made a motion to go into Executive Session at 7:57 PM to consider employment and invited Linda Kuenzer into the meeting. Witthuhn seconded. Kusnerak - yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to come out of Executive Session at 8:59 PM. Murphy seconded. Kusnerak - yes. Murphy – yes. Witthuhn – yes. Motion carried.

No action will be taken at this time.

Kusnerak moved to adjourn at 9:04 PM. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Christina Kusnerak, Chair Trustee

Trica Murphy, Vice-Chair Trustee

John Witthuhn, Trustee

Katherine Esber, Fiscal Officer