

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
January 24, 2023

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, January 24, 2023 at Brunswick Hills Township Town Hall.

Board of Trustees Chair John Witthuhn, Vice Chair Christina Kusnerak, Trustee Trica Murphy, Fiscal Officer Katherine Esber, Police Chief Tim Sopkovich, Fire Chief Anthony Strazzo and Service Foreman Paul Magovac present.

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

PRESENTATION:

Full-time firefighter/paramedic – Cody Winland - was sworn in by Trustee Kusnerak.

Firefighter Nicholas Mehalic reported that he has assembled a committee of five firefighters to seek out options for building a new tanker truck to replace the 30-year-old one that we are currently using. Due to the age of the truck, some replacement parts are not available. Mehalic went on to explain that there are areas of the Township that do not have fire hydrants, such as the home on Substation Road that was recently lost to a fire, so it is very important that we have a reliable tanker truck available to fight those fires. Other areas of the Township and I-71 do not have fire hydrants.

Fire Chief Strazzo announced that Firefighter Mehalic was chosen as the Brunswick Hills Township 2022 Firefighter of the Year. Strazzo shared that Mehalic goes above and beyond in his duties as a full-time employee of the Fire Department, and is also a member of the Medina County All Hazards Team. Congratulations, Nick!

MINUTES:

No minutes were approved.

DEPARTMENT REPORTS:

Zoning Department:

None.

Police Department:

Chief Sopkovich shared information about some of the recent calls that the Police Department responded to.

On Friday, January 13th, a Patrolman was parked on a residential street helping to look for a lost dog when a car drove up behind the cruiser and proceeded to rear-end the cruiser. The Police cruiser did not sustain any damage and the Officer was not injured. However, it was discovered that the driver of the other vehicle was intoxicated and later arrested by the Ohio State Highway Patrol.

Sopkovich further stated that the Police Department recently purchased a drone. The Medina County

Sheriff's Department requested assistance from the BHPD to deploy stop sticks for a pursuit on I-71. After the suspect's vehicle came to a stop, the occupants ran into a wooded swamp area. Patrolman Zachary Getto was able to deploy the Department's drone with the infrared camera system and locate the suspects. The drone also allowed Getto to check and see if any of the suspects had weapons so that deputies could safely approach. The quick actions by Patrolman Getto caused the suspects to be apprehended and the situation to come to a safe conclusion.

Sopkovich thanked the Brunswick Hills Community for their generous donations in helping the family who recently lost everything in a fire on Substation Road.

An email was recently received by Chief Sopkovich praising the job that School Resource Officer Wayne Fisher is doing in the Brunswick City Schools as well as his relationship with the teachers, students and staff.

Murphy motioned to approve Sopkovich's request to send Patrolman Fisher to the Ohio School Resource & DARE Conference from June 7 to 9, 2023 in Sandusky, Ohio. The cost of the conference is \$640.00 and will be paid from line item 2191-210-318-0000 – Training. Kusnerak – seconded. Witthuhn – abstained. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn made a motion to approve a purchase order to Mett-t for a ballistic shield in the amount of \$798.00, to be paid from line item 2191-210-490-0000 – Supplies & Materials. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Sopkovich reported that the Police Administrative Assistant has been working on getting a dumpster and volunteers, including Boy Scouts, to hold a Spring Clean-up Day in the Township. Trustee Kusnerak reported that the Sheriff's Department has a project to clean up the main roads so perhaps the Township could coordinate something with them as she would not want volunteers, especially children, picking up trash on the main roads.

Service Department:

Magovac read the 2022 Annual Report for the Service Department.

Witthuhn moved to approve Magovac's request for payment to Ohio Utility Protection Service in the amount of \$797.39 for yearly OUPS notification tickets, to be paid from BC #10-2023. Kusnerak – seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Trustee Kusnerak moved to approve for the 1997 International truck to be hauled away to County View Auto Recycling in Spencer, Ohio for the purpose of receiving grant money from the Ohio EPA, and to authorize Trustee Chair Witthuhn to sign the vehicle title over to County View Auto Recycling. Murphy – seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried. Witthuhn clarified that the Township received a \$50,000.00 grant from the EPA two years ago, and one of the requirements is for old vehicles that are no longer environmentally friendly to be scrapped so that they cannot be returned to the roadway.

Kusnerak made a motion to approve Magovac's request to replace the current portable toilet vendor, United Site Services, with Great Lakes Portable Toilet Rental and authorize Magovac to sign on behalf of

the Township. The Service Department will realize an annual savings of approximately \$600.00 by making the change. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Kusnerak moved to approve Magovac’s request to close purchase order #65-2023 for United Site Services and open a purchase order to Great Lakes Toilet Rental in the amount of \$1,700.00 from line item 2021-330-352-0000 – Water & Sewage. Witthuhn seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Murphy motioned to authorize Trustee Chair John Witthuhn to sign the title and other documents for delivery of the new 2023 Kenworth dump truck. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Fire Department:

Chief Strazzo reported that he received phone approval from Trustees Kusnerak and Witthuhn on January 17, 2023 to have the garage door springs replaced at Fire Station 2 in the amount of \$2,235.00. The work was completed by Cleveland Garage Door and paid from BC #53-2023 – Repairs & Maintenance, Facility. Kusnerak moved to approve the expenditure. Witthuhn – seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to approve payment of the Medina County All Hazards Team annual invoice in the amount of \$5,150.16, to be paid from purchase order #29-2023 – Medina County EMA. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Murphy made a motion to approve Strazzo’s request to attend the 2023 Ohio Fire Chiefs Winter Symposium on March 7 and 8, 2023 in Columbus, Ohio. Total cost for the training is \$270.00 and is to be paid from BC #49-2023 – Training. Witthuhn – seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Strazzo requested that the Board of Trustees adopt the EMS Fund Resolution, which replaces a Resolution that was adopted on November 11, 2008. The purpose of the Resolution is to clarify the language within the Resolution as to how EMS funds can be used. Witthuhn offered **Resolution #13-2023 Use of EMS Funds**. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Resolution adopted.

Kusnerak moved to approve the revised EMS billing rates requested by Fire Chief Strazzo, which will become effective on February 1, 2023. Strazzo stated that EMS rates have not been increased since 2019 and Witthuhn noted that the rates requested by Strazzo are less than those recommended by the EMS billing company. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Strazzo reviewed what will be requested in the new Fire Levy. Briefly, Chief Strazzo wants to hire two more full-time personnel so that there will be two full-time firefighters/paramedics for each shift. In addition, we would like to staff an additional firefighter/paramedic for peak hours, which would be a 10 or 12 hour shift during daytime hours. Two people would then be posted at each Fire Station, which will cut down on response time. Lastly, Strazzo emphasized the need for a new tanker. Witthuhn offered

Resolution #14-2023 to place the one mill levy on the May, 2023 ballot. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Resolution adopted.

Strazzo thanked the BHTFD crews and mutual aid partners who responded to the fire on Substation Road on January 15th at approximately 5:20 AM – City of Brunswick, Hinckley, Valley City, Strongsville, Medina LST, City of Medina and Erhart Fire Department. He said the fire was challenging because of the extreme weather, location of the home and necessity to use the tanker truck for their water supply.

Chief Strazzo also extended thanks to Meijer on behalf of the Firefighters Association for their generous gift at the end of 2022 to be used for community events.

TRUSTEE REPORTS:

Christina Kusnerak:

None.

Trica Murphy:

None.

John Witthuhn:

Witthuhn stated that the Township’s labor attorney, Max Rieker, has changed law firms, and the new firm is requesting that the Trustees sign an engagement letter with them. Witthuhn made a motion that would allow him to sign an engagement letter with Weston Hurd so that the Trustees could continue to work with Max Rieker. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

FISCAL OFFICER:

Fiscal Officer Esber reported that the financial reconciliation for December, 2022 was balanced and completed.

Witthuhn motioned to approve payroll from January 24, 2023 in the amount of \$98,015.69. Kusnerak seconded. Murphy – yes. Witthuhn - yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve warrants from January 16, 2023 in the amount of \$29,709.89. Murphy seconded. Kusnerak – yes. Witthuhn - yes. Murphy – yes. Motion carried.

Witthuhn moved to approve warrants from January 24, 2023 in the amount of \$263,230.73. Murphy seconded. Kusnerak – yes. Witthuhn - yes. Murphy – yes. Motion carried.

Witthuhn made a motion to approve the following Then & Now purchase orders and blanket certificates as presented by Esber.

- Then & Now Purchase Order to Mr. Tire in the amount of \$1,093.61 on behalf of the Police Department.

- Then & Now purchase order to Huntington Bank in the amount of \$149.58 on behalf of the Service Department.
- An invoice to Emergency Medical Assistance in the amount of \$3,752.90 to be paid from the General Fund.
- An invoice to Medina County Treasurer for property taxes \$11,123.88 on behalf of the Township to be paid from the General Fund.

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

Witthuhn motioned to approve Then & Now purchase order and payment of an invoice to Verizon Wireless in the amount of \$560.61. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

Witthuhn reported that he had a meeting with Republic Waste, and they recently mailed out postcards to residents so everyone should be receiving them very soon. Republic requested that the Township extend the deadline for residents to submit their opt-out forms. Therefore, Witthuhn made a motion to extend the deadline for receipt of Republic Waste Opt-Out Forms to February 10, 2023 at 2:30 PM. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried. Witthuhn reminded residents that the opt-out process is something that needs to be done annually. The forms are available on the Township website, at Town Hall and at the Police Department. They must be filled out completely and properly, notarized and submitted by the deadline. Requests are received on a first come, first served basis and the Township is only permitted to approve a maximum of 5% of the households opting-out. Republic is currently conducting an audit on their books, and anyone who does not have current opt-out status and is not receiving services, will be getting a bill so if anyone does not want service, please submit your completed opt-out form by the deadline of February 10, 2023. Trustee Murphy suggested posting the opt-out deadline on the message boards in front of both Fire Stations.

Witthuhn further noted that Ellen from the Police Department also attended the meeting with Republic and they discussed some community outreach programs such as a Township-wide clean up where they would provide a dumpster and other programs such as “touch a truck”. In addition, residents may add their phone number to a call list whereby Republic will send out a message, either by phone call or text, to alert customers when an interruption to regularly scheduled services occurs. The procedure to be added to the contact list is to call Republic at 440-458-5191. A phone number and service address will need to be provided to them as well as a phone call or text preference. This information is also posted on the Brunswick Hills Township website.

NEW BUSINESS:

Witthuhn noted the invoice from Medina County for the Emergency Medical Assistance in the amount of \$3,752.90 and made a motion to approve payment. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

Witthuhn reminded residents that if anyone is having difficulty paying their electric bill, Ohio Edison

has many programs available to offer assistance. Their contact information is 1-800-633-4766 or www.firstenergy.com/billassist.

UPCOMING MEETINGS: Trustees: February 14 at 7 PM
Zoning Commission: February 2 at 7 PM
BZA: February 1 at 7 PM - CANCELLED

PUBLIC INPUT:
None.

OFF CAMERA:

Witthuhn motioned to go off camera at 7:56 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 and a confidential BWC matter. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn made a motion to go into Executive Session at 8:01 PM to consider employment and discuss a confidential BWC matter. The applicant was invited to join the session. Murphy seconded. Kusnerak - yes. Witthuhn – yes. Murphy – yes. Motion carried.

Kusnerak moved to come out of Executive Session at 8:44 PM. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Murphy motioned to offer Robert Berndsen an alternate Zoning Commission position, pending successful completion of all pre-employment requirements. Kusnerak seconded. Witthuhn - yes. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak made a motion to deny the pending Bureau of Workers Compensation claim. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak moved to adjourn at 8:57 PM. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

John Witthuhn, Chair Trustee

Christina Kusnerak, Vice-Chair Trustee

Trica Murphy, Trustee

Katherine Esber, Fiscal Officer