

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
February 28, 2023

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, February 28, 2023 at Brunswick Hills Township Town Hall.

Board of Trustees Chair John Witthuhn, 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:

None.

MINUTES:

Witthuhn moved to approve the December 13, 2022 Special Meeting Minutes. Murphy seconded.

Witthuhn – yes. Murphy – yes. Motion carried.

The minutes from February 14, 2023 are not yet complete.

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:

Chief Sopkovich announced that the Police Department's annual Easter Bunny Brunch will be on March 26th at the FOP Lodge located at 716 W. 130th Street. They only have 25 tickets left to sell. Prices are \$5.00 for children aged 2-13 and adults are \$10.00.

Sopkovich requested approval to send Patrolman Nicolai to Dark Web training from May 25-26, 2023 in Cincinnati, Ohio. There is no cost for the training, but hotel accommodations will be \$280.00. Witthuhn motioned to approve the request. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Sopkovich also requested approval to send Sergeant Milford and Patrolmen Dominguez and Nicolai to the Ohio Tactical Officers Conference from June 12-16, 2023 in Sandusky, Ohio. Cost for the training is \$1,050.00 and will be paid from line item 2191-210-318-0000 – Training. In addition, two hotel rooms will be charged on the Township credit card in the amount of \$1,192.00. Murphy motioned to approve the request. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Motion carried.

Fire Department:

Chief Strazzo requested approval to upgrade all mobile and portable radios with link layer authentication, which is mandatory by 2025. Strazzo requested a purchase order to Vasu Communications in the amount of \$2,520.00 to be paid from line item 2192-760-740-0000 – Machinery, Equipment & Furniture. Strazzo noted that money to pay for the upgrade was received in 2022 from a grant, but the software just became available. Witthuhn made a motion to approve the request and also thanked Chief Strazzo for applying for and obtaining the grant. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Strazzo announced that the preventive maintenance work on the tornado sirens will be completed on March 3rd and a siren test is scheduled for March 4th. Strazzo encouraged all residents to enroll in the Code Red notification, which is through the City of Brunswick. Brunswick Hills Township pays for the notification system with the dispatching services so it is free for all residents. The form to enroll will be on the Township’s website under the Current Information tab as well as on the Fire Department’s Facebook page. In addition to changing weather conditions, the Code Red system will also alert residents to missing people, water main breaks, delayed garbage pick-up, etc. Residents can receive notifications via text message or phone call.

Service Department:

Magovac requested that the Fiscal Officer close all of the 2022 purchase orders pertaining to the Service Department. Those include purchase orders #11, #12, #13, #14, #69 and #176 of 2022. Witthuhn moved to approve the request. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Magovac notified the Board that the 2016 Western Star was towed to General Maintenance for a starting issue, which necessitated the starter to be replaced. Total cost of the repairs was \$1,215.97 and will be paid from BC #34 – Repair & Maintenance Vehicles. Trustee Witthuhn asked Magovac if that cost included the tow and Magovac reported that the tow will be a separate bill. Witthuhn motioned to approve the expense. Murphy seconded. Murphy – yes. Witthuhn – yes. Motion carried.

TRUSTEE REPORTS:**Christina Kusnerak:**

None.

Patrica Murphy:

None.

John Witthuhn:

None.

FISCAL OFFICER:

Esber reported that financials for the month of January, 2023 have been balanced. She also reported that 2022 is officially closed and the Township’s financials have been filed with the State of Ohio.

Witthuhn moved to approve the purchase order for Ohio Edison in the amount of \$6,200.00 to be paid from the General Fund. Murphy seconded. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to approve payroll dated March 7, 2023 in the amount of \$61,822.27. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn made a motion to approve warrants dated February 20, 2023 in the amount of \$14,446.65. Murphy – seconded. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve warrants dated February 28, 2023 in the amount of \$75,811.10. Murphy – seconded. Murphy – yes. Witthuhn – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

Witthuhn requested a Then & Now Purchase Order and motioned for approval to pay the Medina County Commissioners in the amount of \$1,800.00 for the annual EPA phase II stormwater program charges, which will be paid by line item 1000-110-360-0000 – Contracted Services. Murphy – seconded. Murphy – yes. Witthuhn – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

Witthuhn reported that he received an email from Republic Waste notifying the Trustees that the disposal fees charged by Medina County have increased, and as such, quarterly bills will go up by \$1.50. In addition, the Township’s contract with Republic Waste will renew on April 1, 2023, which will bring the quarterly bill to \$61.47.

UPCOMING MEETINGS: Trustees: March 14 at 7 PM
BZA: March 1 at 7 PM
Zoning Commission: March 2 at 7 PM

Trustee Murphy reminded residents that the Board is still in need of applicants for the Zoning Commission and Board of Zoning Appeals. Applications can be found on the Township website under Current Information.

PUBLIC INPUT:

None.

OFF CAMERA:

Witthuhn motioned to go off camera at 7:18 pm for the signing of Warrants & Purchase Orders and any other business brought before the Board. The Board will also approve the final Republic Waste Opt-Out Requests. Murphy – seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn moved to approve two additional Opt-Out requests, pending verification from Republic Waste regarding a condo association resident. Murphy – seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Maintenance for the Zoning car was discussed.

Witthuhn moved to adjourn at 7:45 PM. Murphy seconded. Witthuhn - yes. Murphy – yes. Motion carried.

John Witthuhn, Chair Trustee

Christina Kusnerak, Vice-Chair Trustee

Patrica Murphy, Trustee

Katherine Esber, Fiscal Officer