

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
April 25, 2023

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, April 25, 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 and Fire Chief Anthony Strazzo 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 March 28, 2023 regular meeting minutes. Murphy seconded. Kusnerak - yes. Witthuhn – yes. Murphy – yes. Motion carried.

Murphy moved to approve the April 18, 2023 special meeting minutes as amended. Kusnerak 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:

None.

Police Department:

Chief Sopkovich requested approval for Patrolman Wayne Fisher to attend the Alice Instructor Training on July 11-12, 2023 in Akron, Ohio, and issue a Purchase Order. Cost of the training is \$749.00 and will be paid from line item 2191-210-318-0000, Training. Murphy moved to approve the request. Kusnerak seconded. Witthuhn – abstained. Murphy – yes. Kusnerak – yes. Motion carried.

Sopkovich also requested approval for Patrolman Michale Fairhurst to attend Evidence Technician Training for Patrol Officers on October 16-20, 2023 in Fairview, Ohio. Sopkovich requested a purchase order to Midwest Law Enforcement Training in the amount of \$1,275.00 for the training, which is to be paid from line item 2191-210-318-0000, Training. Witthuhn made a motion to approve. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

A request was made by Sopkovich for a purchase order to Kiesler Police Supply in the amount of \$1,087.70, which will be used to purchase training ammunition. The purchase will be paid from line

item 2191-210-318-0000, Training. Kusnerak motioned to approve the request. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Sopkovich reported that the MCDAC SRO Grant was just signed by the Fiscal Officer so he will be submitting it on May 1st. The grant is partial payment for the Department's School Resource Officer that is assigned to the Brunswick City School District. Sopkovich is requesting that the grant pay for 200 days or 1600 hours of SRO Wayne Fisher's salary, which would equate to \$53,568.00. Chief Sopkovich also thanked all of the principals and teachers in the Brunswick School System for supporting the Brunswick Hills SRO Program, and providing a letter recognizing the great job that Patrolman Fisher is doing in the school system and how they support the program.

With the warmer weather, Sopkovich stated that the Police Department has received numerous calls from residents about motorists not observing stop signs and speeding in developments. Sopkovich reported that the officers are out patrolling, and that many of the traffic stops have been Township residents. Sopkovich encouraged residents to observe the posted speed limits on Township roads and to be cognizant of stop signs.

Fire Department:

Fire Chief Strazzo reminded everyone to get out and vote on Tuesday, May 2nd. The Brunswick Hills Fire Levy will be Issue #1 on the ballot. Chief reiterated that the Levy will provide funds to replace the current 29-year-old tanker truck, provide two additional full-time employees and an additional person to staff during peak hours, which are from 9 or 10:00 AM to 9 or 10:00 PM. This would allow for two firefighters/EMS employees to be at each fire station during daytime peak hours. Chief Strazzo is asking for the residents' support in passing the 1 mil Fire Levy that will allow the Fire Department staff to provide the highest level of services to the community.

Strazzo requested approval of a purchase order to Breathing Air Systems in the amount of \$1,319.05 from line item 2192-220-323-2323, Repairs & Maintenance (scheduled), which is for annual maintenance of the air sampling station. Kusnerak made a motion to approve the request. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Strazzo requested that the Board accept the resignation of Firefighter Robert Koerper, effective May 9, 2023. Witthuhn thanked Robbie for his 29 years of service to the Township, and moved to accept his resignation. Kusnerak seconded and also thanked Koerper for his years of service. Murphy – yes, and extended her thanks to FF Koerper for his service. Witthuhn – yes. Kusnerak – yes. Motion carried.

In addition, Strazzo requested to hold a mandatory department meeting during the month of May. Witthuhn motioned to approve the request. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Strazzo announced that hydrant flushing will begin on May 1, 2023. Each shift of firefighters has been assigned a zone within the Township so residents will see them out working in the neighborhoods. If anyone experiences discolored water, be sure to run cold water until it becomes clear. Chief warned against running the hot water because sediment could get into the hot water tank by doing so.

Chief Strazzo stated that the CPR/First Aid Training for Township employees will be held on May 15th

from 1 PM to 5 PM, May 18th from 8 AM to Noon and May 25th from 8 AM to Noon. All of the sessions will be held at Town Hall.

Strazzo commented that with the nicer weather, more motorcyclists are on the roadways and there have recently been several near misses. He asked motorists to watch out for motorcycles and be safe while driving.

Service Department:

Witthuhn said that the Board had previously approved the following purchases, but did not request purchase orders at the time. Therefore, he requested a purchase order to Set in Stone in the amount of \$48,667.50 for concrete replacement. The total is broken down into two amounts, which are \$43,000.00 to be paid from line item 2021-330-323-0000, Repairs & Maintenance and \$5,667.50 to be paid from line item 2031-330-360-0000, Contracted Services.

Witthuhn also requested a purchase order to Perrin Asphalt in the amount of \$213,625.50 for paving Bringham and Molland. The total is broken down into two amounts, which are \$53,625.50 to be paid from line item 2021-330-360-0000, Contracted Services and \$160,000.00 from line item 2031-330-360-1360, Contracted Services (paving).

Witthuhn moved to approve both purchase orders. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn made a motion for the Trustees to sign and send a letter to the Medina County Engineer requesting OPWC Funding that will assist in paying for paving on Autumnwood Lane. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Lastly, Witthuhn requested approval for the Service Department to spend up to \$15,000.00 on catch basin repairs on Molland and Bringham to prepare for the paving. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

TRUSTEE REPORTS:

Christina Kusnerak:

Kusnerak spoke about the Ohio Edison rates increasing to 12.39 cents per kwh, effective June 1, 2023. Residents are encouraged to call Energy Harbor, who is the electric supplier through the Medina County Aggregation Program. Energy Harbor’s fixed rate is 6.05 cents per kwh and is locked in through May, 2025. Energy Harbor can be reached at 1-888-254-6359.

Trica Murphy:

Murphy and the Zoning Secretary, Linda Kuenzer, have been working on the Township’s Zoning Resolution Book, ensuring that it contained all updates as approved by the Trustees and Zoning Board. The book has been completed and needs to be sent to the printers. They will now begin working on updating the Comprehensive Land Use Plan. Murphy stated that although she does not believe the vision of the Township has changed, she does recommend obtaining the services of a planner as they can assist with surveys, assembling an advisory board of Township residents and updating the plan in the most efficient manner. Kusnerak made a motion to appoint Murphy to seek out quotes from land use

planners and the type of services each one will provide. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried. Witthuhn mentioned that grant money is available to help pay for the services of a planner to assist with the project.

John Witthuhn:

None.

FISCAL OFFICER:

Murphy moved to approve payroll dated 5/2/23 in the amount of \$58,177.68. Kusnerak seconded. Witthuhn – yes, but will abstain from the payment to FOP in the amount of \$390.00. Kusnerak – yes. Murphy – yes. Motion carried.

Witthuhn motioned to approve warrants dated 4/25/23 in the amount of \$112,784.47. Witthuhn noted that \$48,000.00 of the total was for Set in Stone and another \$40,000.00 was for healthcare. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve the following purchase orders: Columbia Gas in the amount of \$850.00 on behalf of the Police Department, Mr. Tire in the amount of \$5,000.00 on behalf of the Police Department, a blanket certificate for Repairs & Maintenance - Vehicles in the amount of \$5,000.00 on behalf of the Police Department, Breezeline on behalf of the Township in the amounts of \$750.00 and \$550.00. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	May 9 at 7 PM
Zoning Commission:	May 4 at 7 PM
BZA:	May 3 at 7 PM – CANCELLED – NO BUSINESS

PUBLIC INPUT:

None.

OFF CAMERA:

Witthuhn motioned to go off camera at 7:24 pm for the signing of Warrants & Purchase Orders and any other business brought before the Board. There will be two Executive Sessions off camera to discuss a complaint against a public employee and to consider employment. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Murphy made a motion to go into Executive Session at 7:39 PM to discuss a complaint against a public employee and to consider employment. Witthuhn seconded. Kusnerak - yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to come out of Executive Session at 8:36 PM. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn will follow up with applicants.

The employee complaint process is complete and no further action will be taken.

Witthuhn motioned to adjourn at 8:36 PM. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

John Witthuhn, Chair Trustee

Christina Kusnerak, Vice-Chair Trustee

Patrica Murphy, Trustee

Katherine Esber, Fiscal Officer