

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
June 27, 2023

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, June 27, 2023 at Brunswick Hills Township Town Hall.

Board of Trustees Chair John Witthuhn, Trustee Christina Kusnerak, Trustee Patrica Murphy, Fiscal Officer Katherine Esber, Police Chief Tim Sopkovich, Fire Chief Anthony Strazzo and Service Department Foreman Cory Schultz present.

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

PRESENTATION:

None.

MINUTES:

Murphy moved to approve the May 23, 2023 regular meeting minutes. Kusnerak seconded. Witthuhn – abstained. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn motioned to approve the June 13, 2023 regular meeting minutes. Murphy seconded. Kusnerak – abstained. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn and Kusnerak 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 a purchase order to Intoximeters in the amount of \$11,767.50 to purchase an alcohol testing machine. Murphy motioned to approve the request. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Fire Department:

Chief Strazzo reported that the Fire Department responded to a fatal accident on the freeway, and he reminded residents that if they are on the freeway and experience vehicle problems and need to pull over, to please make sure that they are off of the interstate and out of the lanes of travel. Strazzo also reminded drivers that regardless of the time of day, to always pay attention to what's in front of them because these types of accidents could easily be avoided.

Strazzo stated that with the 4th of July holiday approaching and fireworks becoming more prevalent, he wanted to remind Township residents that just because fireworks are allowed, does not mean that all

fireworks are permitted to be used in any manner desired. Strazzo was contacted by the State Fire Marshall's Office regarding a social media post by a Brunswick Hills Township resident that they are hosting a fireworks celebration, and it is illegal in the State of Ohio to put on a display if you are not a certified fireworks exhibitor. To Chief Strazzo's knowledge, no one has applied for a permit from the Fire Department, which is required. Strazzo cautioned residents who plan on having fireworks displays that are for public enjoyment and not for personal use only.

Witthuhn mentioned that the current five-year Levy for the Fire Department is up for renewal and to be placed on the November, 2023 ballot. Witthuhn stated that this is the only funding that the Fire Department receives, other than the new levy passed in May. After much discussion and explanation of what is needed for the Prosecutor's and Auditor's Offices to get the Levy on the November ballot, the Board decided that Trustee Chair Witthuhn will gather the necessary information and contact the Prosecutor's Office to begin the process. The Board will be asking for a continuing levy renewal if the State assistance will also continue.

Service Department:

Service Department Foreman Schultz requested a purchase order to Southeastern in the amount of \$11,000.00 from line item 2021-330-360-0000, Contracted Services, to complete repairs on the backhoe. Schultz received phone approval from two of the Trustees for repairs to the backhoe, which was originally estimated to cost \$16,291.46. After review, Schultz concluded that some of the repairs could be completed in-house, which then reduced the cost of repairs to \$10,416.23. Witthuhn moved to approve a purchase order to Southeastern, with repairs not to exceed \$11,000.00. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Schultz requested a Resolution to hire Melway Paving to complete paving on Kingsbury Road. Schultz stated that he was informed by the Medina County Highway Engineer's Office that Melway Paving won the bid with the lowest price. The County Engineer's Office is still in the process of putting together the numbers and sending over the paperwork to him, but recommended passing the Resolution to keep the process moving along. Witthuhn offered **Resolution #19-2023**, acknowledging that the Board of Trustees is in agreement with paving Kingsbury Road with the assistance of OPWC funds. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

TRUSTEE REPORTS:

Christina Kusnerak:

None.

Trica Murphy:

None.

John Witthuhn:

Witthuhn reported that the Township applied for a \$50,000.00 grant a couple of years ago from the EPA to purchase a new plow truck for the Township, and the money was just received.

In addition, Witthuhn received a call from Steve Hambley, a Medina County Commissioner, regarding a resolution that they had mailed to the Brunswick Hills Board of Trustees. Mr. Hambley and the other

commissioners would like the Trustees to approve their resolution for an EMA Advisory Board. When Witthuhn spoke with Hambley, he advised him that they have 10 local governments who have already signed up for the Advisory Board, but they need a total of 14 for it to be formalized. The request had previously been shared with the Township departments and Witthuhn is asking that the Fire and Police Chiefs, along with the Board of Trustees, share their concerns and questions with him so that he may email the information to the Medina County Commissioners for answers to their specific concerns/questions. Witthuhn asked Hambley what would happen if Brunswick Hills Board of Trustees does not sign the resolution, and he responded that the Township would continue to be covered by EMA and their services, but there would be a question as to whether the Township would need to form its own Emergency Operations Plan. Hambley stated that if/when the resolution is adopted, then the EMA Advisory Board would begin on January 1, 2024. Witthuhn closed by again requesting that everyone forward him their questions/concerns for the County Commissioners.

Witthuhn stated that Jeff Bart from Lighthouse Solutions contacted him and said that changes are coming in the world of email. The Township Administration, Zoning, Fire Department and Service Department are all on the same server, and the Police Department has their own server. Microsoft is moving towards a more cloud-based system vs. an in-house server.

Lastly, the Board asks that all departments submit their 2024 budgets by July 6, 2023 in preparation for the Budget Meeting to be held on July 10th.

FISCAL OFFICER:

Witthuhn moved to approve payroll dated June 27, 2023 in the amount of \$89,097.93, of which \$17,000.00 is taxes. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn made a motion to approve warrants dated June 19, 2023 in the amount of \$6,347.31, minus the check to the City of Brunswick in the amount of \$11.58. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to approve warrants dated June 27, 2023 in the amount of \$63,321.13. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to approve a blanket certificate in the amount of \$378.90 for postage from the General Fund. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn offered **Resolution #20-2023**, Reallocation of Funds for the Police Department, as follows:

- Increasing Line Item 2191-760-740-0000, Machinery, Equipment & Furniture by \$12,000.00
- Decreasing Line Item 2191-290-190-0000, Other Salaries by \$12,000.00

Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Resolution adopted.

Witthuhn moved to approve a purchase order from 6/18/23 to the Treasurer of the State of Ohio for UAN fees in the amount of \$3,500.00. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE: Kusnerak shared that FirstEnergy’s Ohio Electric Companies are offering energy efficiency programs to residents in the form of appliance recycling and rebates. For more information, visit www.energysaveohio.com

UPCOMING MEETINGS:

Trustees:	July 10 at 10 AM (Special)
	July 11 at 7 PM
Zoning Commission:	July 6 at 7 PM
BZA:	July 5 at 7 PM

PUBLIC INPUT:

Ron Wetterman, 1085 Substation Road, Brunswick, OH 44212 addressed the Board. Mr. Wetterman requested that the Service Department take a look at a strip of Township land that runs just North of his property up to Wolff Drive. The County mows the ditch area, but they do not mow between the ditch and telephone pole line, which obstructs the view from his property and his neighbor’s property, as well as anyone turning left from Wolff Drive. Mr. Wetterman stated that the piece of property has been mowed once before.

Trustee Kusnerak stated that as she was driving earlier that day, she noticed the Brunswick Hills sign located at the corner of W. 130th Street and Laurel Road was laying on the ground. Kusnerak requested the Service Department put the sign back up where it belongs.

OFF CAMERA:

Witthuhn motioned to go off camera at 7:37 PM for the signing of Warrants & Purchase Orders, and any other business brought before the Board. There will be two Executive Sessions off camera. One will be to consider employment and the other will be to discuss collective bargaining matters. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Kusnerak made a motion to go into Executive Session at 7:58 PM to consider employment (invited applicant) and to discuss collective bargaining matters to prepare for, conduct or review collective bargaining strategy. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to come out of Executive Session at 9:10 PM. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Kusnerak motioned to authorize Service Department Liaison Witthuhn to negotiate on behalf of the Township for the Service Department collective bargaining agreement. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Witthuhn made a motion to offer Christine Brunn an alternate Zoning Commission position pending successful completion of all pre-employment requirements. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve payment to the City of Brunswick in the amount of \$11.58. Murphy seconded. Witthuhn – abstained. Kusnerak – yes. Murphy – yes. Motion carried.

Witthuhn motioned to approve payment of an invoice for Liberty Ford in the amount of \$975.33 and an invoice to Mr. Tire in the amount of \$1,270.59, both on behalf of the Police Department. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to adjourn the meeting at 9:20 PM. Murphy seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

John Witthuhn, Chair Trustee

Christina Kusnerak, Vice-Chair Trustee

Patrica Murphy, Trustee

Katherine Esber, Fiscal Officer