

BRUNSWICK HILLS TOWNSHIP TRUSTEES
Special Meeting – 2024 Budget
July 10, 2023

The Brunswick Hills Township Board of Trustees met in special session on Monday, July 10 at Brunswick Hills Township Town Hall.

Board of Trustees Chair John Witthuhn, Vice-Chair Christina Kusnerak, Trustee Patrica Murphy, Fiscal Officer Katherine Esber, Township Administrative Assistant Sally Galanek, Zoning Inspector Evelyn Czyz, Police Chief Tim Sopkovich, Police Administrative Assistant Ellen Young, Service Department Foreman Cory Schultz and Fire Administrative Assistant Carol Bianchi present.

Witthuhn called the meeting to order at 10:00 AM and noted the meeting was properly advertised.

Zoning Inspector Czyz presented the 2024 proposed Zoning Department budget, which is increasing by \$2,600. This includes an increase of \$3,000 to the Small Tools & Minor Equipment line item as a new printer/copier is needed for the Zoning Office. The Zoning Budget also includes an increase to the postage line item by \$100 and a decrease to the fuel budget by \$500.

Police Chief Sopkovich noted that the Police Department's budget is increasing by 1.7%. The budget includes a new vehicle in addition to an estimated 15% increase in medical insurance.

Administrative Assistant Carol Bianchi reported that the Fire Department's budget will be increasing line items for Salaries with the addition of two full-time firefighters, Pension and Medical due to the new levy in 2024. She noted that the line item for EMS Maintenance/Repairs is increasing, as well. Adding a new tanker truck purchase in 2024 will also increase the budget. The Department's Workers' Compensation line item may be decreased by \$5,000.

Murphy noted that since this is the budget for 2024, the percentage split between the Fire and Police Departments for the dispatch contract with the City of Brunswick should be reviewed. It was noted that the Fire Department pays 18% and the Police Department pays 82% of the dispatch invoice. Kusnerak noted that the dispatch contract is up for renewal next year and the percentage split can be reviewed at that time.

Service Foreman Schultz stated the 2024 Service budget remains the same, which includes the 2023 increases of \$200,000 for additional paving.

Trustee Murphy suggested that Fiscal Officer Esber include 33% of the Township Administrative Assistant's salary as part of the Fiscal Officer staff for the 2024 budget. Currently the entirety of the Township Administrative Assistant's salary comes out of the Trustee staff line item.

Murphy discussed adding money to the 2024 budget to pay for a zoning planner consultant to work with the Township on developing the Comprehensive Land Use Plan. Murphy will seek out grant money to assist in paying for a consultant. The Board agreed to include \$100,000.00 as a line item for Contracted Services to assist in paying for the outside consultant. Esber will create the line item in the 2024 budget.

Witthuhn made a motion to approve warrants dated 7/3/23 in the amount of \$2,724.20. Kusnerak seconded. Murphy – abstained. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to adjourn at 10:31 AM. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

John Witthuhn, Chair Trustee

Christina Kusnerak, Vice-Chair Trustee

Patrica Murphy, Trustee

Katherine Esber, Fiscal Officer