

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
July 11, 2023

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, July 11, 2023 at Brunswick Hills Township Town Hall.

Board of Trustees Chair John Witthuhn, Vice-Chair Christina Kusnerak, Trustee Patrica Murphy, Fiscal Officer Katherine Esber, Fire Chief Anthony Strazzo, Service Foreman Cory Schultz and Zoning Inspector Evelyn Czyz present.

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

PRESENTATION:

Part-time firefighter – Luke Rodak - was sworn in by Trustee Witthuhn.

MINUTES:

Murphy moved to approve the June 27, 2023 regular meeting minutes. 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:

Zoning Inspector Czyz presented the June, 2023 Zoning report, noting that \$9,809.92 was collected for the month.

Czyz is also looking at options for replacing the current copy machine for the Zoning office.

Trustee Patrica Murphy announced that Zoning Commission Board member Don Kuenzer has submitted his resignation, effective July 1, 2023. Murphy thanked Mr. Kuenzer for his service to the Board and made a motion to accept his resignation. Witthuhn seconded, and wished Mr. Kuenzer all the best. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Police Department:

None.

Fire Department:

Trustee Chair Witthuhn reported that he had spoken with the Prosecutor’s Office regarding the Fire Levy Renewal that was discussed at the June 27, 2023 meeting. Witthuhn further stated that the first of two resolutions was received from the Prosecutor’s Office. In question was whether Brunswick Hills residents would still receive the benefit of the current 10%/2% Levy assistance, and the response from

the Auditor's Office is that yes, the benefit would be retained as a levy renewal. The length of the levy is not important as long as it is a renewal, which is what is being requested. Witthuhn motioned to offer **Resolution #21-2023** for the Purpose of Placing a continuing Renewal of the Existing 5.2 MIL Fire Levy on the November ballot. If approved, the Resolution will be sent to the Auditor's Office for processing, and then the Trustees will hopefully have the second resolution for the July 25, 2023 meeting. The final resolution is required paperwork to put the levy on the ballot. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Resolution adopted.

Chief Strazzo provided the June Run Review and reported that \$24,443.59 was collected through EMS billing for the month of June, with a year-to-date total of \$107,709.54.

Strazzo requested to close BC #53, Repairs & Maintenance-Facility, and issue a new BC for the balance of line item 2192-220-323-1323, Repairs & Maintenance-Facility. Chief spoke with the Fiscal Officer and requested that this be done after payment of the Home Depot invoice is made. Strazzo also requested to close BC #48, Uniform, Tool & Equipment and issue a new BC in the amount of \$2,500.00 from line item 2192-220-251-0000, Uniform, Tool & Equipment. Witthuhn made a motion to approve both BC requests. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Chief reported that the two older ambulances were sent out for maintenance inspection. Squad 27 was found to be in need of two door latch assemblies and those repairs in the amount of \$1,269.26 were completed by Fallsway Equipment. In addition, Squad 27 was also in need of new ball joints, new front tires and an alignment. Those repairs in the amount of \$1,520.55 were completed by TPS. Witthuhn motioned to approve the repairs. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Chief Strazzo announced that the Fire Department received a \$750.00 grant from the State of Ohio Division of EMS. The money will be used to purchase additional equipment for the ambulances.

The Jr. Fire Academy was held on June 29 from 8 AM to 4 PM and was a huge success. Strazzo extended a thank you to Chidsey's Towing for providing a vehicle that was used for the extrication demonstration. In addition, he expressed his gratitude to Meijer for providing a gift card that was used to purchase hamburgers, hot dogs and beverages for the youth attending the Fire Academy. Chief reported that 19 kids attended this year and that everything went smoothly.

Strazzo reported that on June 30, 2023, there was a structure fire on Autumnwood from which the family was displaced and a Brunswick firefighter was injured when a ceiling collapsed. The firefighter was transported to the hospital and sustained facial injuries. As is the Department's policy after a structure fire, department personnel distributed approximately 50 flyers in the neighborhood and surrounding area on July 3rd. The Fire Department offers services to discuss fire planning, complete home fire inspections, safety talks for children and fire safety planning.

During the month of June, Strazzo reported that the Department responded to a motor vehicle crash on I-71 that was a fatality. He extended his condolences to the family of the victim, who was from Medina Township.

Service Department:

Schultz reported to the Board that repairs are needed on the Department’s Chevy 3500 dump truck. A sensor and module need to be replaced and the cost of the repairs will be \$2,670.20. Schultz previously received phone approval from two of the Trustees so the truck was taken to General Maintenance and is awaiting repairs. Witthuhn moved to approve the repairs. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Service Department Foreman Schultz read the June, 2023 Road Report.

TRUSTEE REPORTS:

Christina Kusnerak:

None.

Trica Murphy:

None.

John Witthuhn:

None.

FISCAL OFFICER:

Fiscal Officer Esber reported that the Township’s financial reconciliation for the Month of June has been completed.

Witthuhn motioned to approve payroll for 7/11/23 in the amount of \$62,541.65. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn moved to approve warrants for 7/10/23 in the amount of \$8,021.44. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried.

Kusnerak motioned to approve the following purchase order and blanket certificates for the Police Department. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

- Police Department PO for Verizon in the amount of \$4,000.00
- Police Department BC for Repairs & Maintenance-General in the amount of \$1,500.00
- Police Department BC for Printing & Advertising in the amount of \$2,000.00
- Police Department BC for Small Tools & Minor Equipment in the amount of \$2,000.00
- Police Department BC for Community Operating Fund in the amount of \$750.00

Esber presented a Resolution for Approval of the 2024 Preliminary Budget, which needs to be sent to the Auditor’s Office by 7/14/23. Witthuhn offered **Resolution #22-2023** for Approval of the 2024 Preliminary Budget. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Resolution adopted.

OLD BUSINESS:

None.

NEW BUSINESS:

Trustee Murphy reported that the current health insurance plan expires on 8/31/23. The company was proposing a 28% increase, but after negotiations, Murphy and Police Administrative Assistance Ellen Young were able to secure the new rate at a 12% increase for a 12-month term. Previously, they were able to lock in the rate for 15 months, but that was not possible this time. Murphy extended her thanks to Young for her assistance with the negotiations. Murphy motioned to accept the current health care plan with Medical Mutual at the new rate, which includes a 12% increase, for a term of 12 months (9/1/23 through 8/31/24). In addition, Murphy included as part of her motion for Trustee Kusnerak to sign the new contract on behalf of the Board. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Murphy also provided an update on the Comprehensive Land Use Plan. She contacted two planners to obtain an estimate for their services to assist the Township with updating the Comprehensive Land Use Plan. Murphy received quotes from Mackin Engineers & Consultants for an amount not to exceed \$50,000.00 and OHM Consultants in the amount of \$78,000.00. Surveys would be included in the services offered by both companies. OHM estimated that it will take 10 months to complete the project, but Mackin did not include a timeframe.

MISCELLANEOUS & CORRESPONDENCE:

Witthuhn announced that the Board received a notice from the Medina County Engineer’s Office that Sleepy Hollow Road will be closed on Wednesday, July 12, 2023 between South Carpenter and Southpointe to make guardrail repairs from a recent vehicle crash.

Witthuhn also mentioned that residents received a postcard from the Medina County Treasurer’s Office regarding the Fix-It Fund. Homeowners may obtain a loan at a rate up to 2% below current bank interest rates. For more information, please contact the Treasurer’s Office at 330-725-9746.

UPCOMING MEETINGS:

Trustees:	July 25 at 7 PM
BZA:	July 17 at 7 PM – Special Meeting to Set a Hearing Date
	August 2 at 7 PM
Zoning Commission:	August 3 at 7 PM

PUBLIC INPUT:

Ron Wetterman, 1085 Substation Road, Brunswick Hills 44212, reported that he had made a request at the last Trustees meeting for the Township Service Department to mow an area near his home because it was impeding their line of sight down the road. Mr. Wetterman thanked the Service Department for their prompt action in completing the work, and noted that several other folks had noticed that the area had been mowed. Trustee Chair Witthuhn clarified that the area is maintained by the County, but that the Township’s Road Crew had handled it due to the request.

Raymond Pick, 2001 Substation Road, Brunswick Hills 44212 complimented the Trustees and various departments on the great job that everyone does. Mr. Pick is a Trustee at Mount Pleasant United Methodist Church, located at the corner of Laurel Road and W.130th Street. A couple of weeks ago,

there was a motor vehicle accident in the front lawn of the church, and the drainage pipes were broken off, debris was scattered around the area, and a deep hole was left in the yard. Mr. Pick reported that church members cleaned up most of the debris, but he asked the Board who is responsible for making repairs to the pipes and lawn. Witthuhn responded that the County is responsible for the road, but he will check with the Brunswick Hills Police Department to see if a report was filed for the crash, and if so, the person involved is responsible for making repairs to the pipes and lawn on church property.

OFF CAMERA:

Witthuhn motioned to go off camera at 7:30 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 discuss collective bargaining matters to prepare for, conduct or review collective bargaining strategy. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn made a motion to go into Executive Session at 7:40 PM to discuss collective bargaining matters to prepare for, conduct or review collective bargaining strategy. Kusnerak seconded. Kusnerak - yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn moved to come out of Executive Session at 9:01 PM. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

No action will be taken at this time.

The Board had a discussion regarding residential buildings reportedly on Township-owned property. The Trustees will need to follow-up with any resident directly affected.

Kusnerak motioned to adjourn at 9:09 PM. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

John Witthuhn, Chair Trustee

Christina Kusnerak, Vice-Chair Trustee

Patrica Murphy, Trustee

Katherine Esber, Fiscal Officer