

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
July 25, 2023

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, July 25, 2023 at Brunswick Hills Township Town Hall.

Board of Trustees Chair John Witthuhn, Trustee Vice-Chair Christina Kusnerak, Trustee Patrica Murphy, Fiscal Officer Katherine Esber, Fire Chief Anthony Strazzo, Police Chief Tim Sopkovich 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 July 10, 2023 special budget meeting minutes. Kusnerak seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn motioned to approve the July 11, 2023 regular meeting minutes. Kusnerak seconded. Murphy – yes. Witthuhn – 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 announced that an anonymous resident had complained about the Police Department not providing a monthly statistics report. Sopkovich stated that he previously alerted the Board of Trustees of an issue with TAC on obtaining the correct information for the Brunswick Hills Township Police Department from the contracted dispatch company. Sopkovich indicated that the Brunswick City Police Department is experiencing the same issue. Chief reported that the majority of the Police Department's calls pertain to domestic relations. Sopkovich reported that he and his staff will continue to work on resolving the issue of extracting relevant information from the dispatch logs, but in the meantime, if any resident is interested in specific information for their neighborhood, Chief Sopkovich encourages them to give him a call at 330-273-3722.

Sopkovich announced that he has received several complaints about speeding in developments. The Service Department recently installed more of the "Slow Down, Keep our Community Safe" signs in the

Preston/Easton area. Residents have been sending Sopkovich videos of cars speeding in the area. Residents have also asked if the Service Department could install speed bumps on some of the side streets, but Sopkovich stated that it is illegal to do so. If residents witness vehicles speeding or driving recklessly through their neighborhoods, they are encouraged to call 911 and provide a description of the vehicle, the direction it is traveling and if possible, a license plate number. They will dispatch an officer to respond.

Fire Department:

Chief Strazzo said that on July 17th, he had received verbal approval from the Board for repairs to Tanker 22, in the estimated amount of \$6,039.36. The actual cost may be less, as they have not yet received the invoice. The cost will be paid from BC #89 – Repairs & Maintenance, Vehicles. Witthuhn motioned to approve the request. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Strazzo requested the approval of a new tanker and to have Trustee Kusnerak sign the purchase agreement. Strazzo would initial the subsequent documents, e.g., paint codes, specs, etc. The cost of the tanker is \$452,719.00, and Strazzo just received the final documents from the company, which is Midwest Fire. The new tanker will have a poly body mounted on a Freightliner chassis. Poly does not rust, so hopefully, the tanker will last much longer than a conventional steel body. Strazzo noted that within the quote that he provided to the Board, is an additional \$15,000 buffer to allow for an increase in the Freightliner chassis. If the additional price increase at the time the chassis is built is greater than \$15,000, the price will be higher. However, if it is less than the \$15,000 allotted, the difference will be credited back to the Township. The estimated completion date of the tanker is January, 2025. Trustee Chair Witthuhn asked Chief Strazzo if Midwest Fire is locking in their price or if they could expect a price increase from them as well. Strazzo replied that the price from Midwest is locked in, unless the completion date extends beyond January, 2025, in which case they would negotiate the new price with the Board. Strazzo noted that the tanker purchase is through the Sourcewell Collective Purchasing Program, which is a nationwide program. Although the Township did not receive a discount on the chassis, a 5% discount, which equates to \$17,000, is being received on the body. Witthuhn moved to approve Strazzo's request to purchase the tanker to include Trustee Kusnerak to sign the purchase agreement, and Chief Strazzo to initial the subsequent documents, as described above. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Lastly, Strazzo announced that the Fire Department once again received the 2023 Mission Lifeline Gold Standard Award for EMS. In speaking with the folks at the American Heart Association, Strazzo learned that since the inception of the award, Brunswick Hills Fire Department has received the award 9 out of 10 years. Chief Strazzo congratulated the EMS staff as it is a collaborative effort, and appreciates the Board's support in allowing them to maintain the high standards in place.

Witthuhn offered **Resolution #23-2023** – To place the 5.2 Mill Continuing Renewal Levy for the Fire Department on the November, 2023 Ballot. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Resolution adopted. Witthuhn asked Chief Strazzo to deliver the paperwork to the Medina County Board of Elections, which he agreed to do.

Service Department:

Foreman Schultz requested a resolution to close Helen Avenue for three days so that the Service

Department could replace two steel culverts that are rotted with new plastic ones. The work will begin on August 1st and end on August 3rd. The road closure will be North of Orchard and just South of Grafton. Witthuhn asked Schultz if the culvert work was being completed in preparation for future paving, and Schultz confirmed that Helen Avenue is scheduled for paving in 2024. Schultz also reported that the Service Department tries to complete culvert work a year prior to paving so that the ground has time to settle in between. Witthuhn offered **Resolution #24-2023 – To Close Helen Avenue from August 1-3, 2023 to Replace Two Culverts**. Murphy seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Resolution adopted.

Schultz provided an update on Bringham and Molland, stating that the grinding was completed on July 23rd, base repairs should be done on July 26th, and the paving should be completed by August 4th.

Schultz announced that the Service Department has been looking into purchasing a new wheel loader/front end loader, and obtained three quotes from Southeastern, Murphy John Deere and CAT, all of whom are on STS contracts. After much research, demonstrations/testing, and visits to the dealers, Schultz, along with the other two Service Department employees, felt that the CAT 908 would be the best suited machine for the Township's needs. In addition, Schultz reported that the purchase will qualify under the Sourcewell discount of 23%, which is a savings of \$42,281.01 as well as a 7.5% discount from CAT, which is an additional savings of \$13,000 on the contract. Schultz requested approval to purchase the CAT 908 for the amount of \$127,762.21 and a Purchase Order from line item 1000-330-390-000 – Salt & Equipment. Schultz stated that the equipment will be available sometime in December, 2023. Kusnerak made a motion to approve the purchase of the Wheel Loader/Front End Loader from CAT and to have Witthuhn sign the necessary paperwork associated with the purchase on behalf of the Township. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

TRUSTEE REPORTS:

Christina Kusnerak:

None.

Trica Murphy:

None.

John Witthuhn:

None.

FISCAL OFFICER:

Witthuhn moved to approve payroll dated 7/25/23 in the amount of \$95,434.23, a large portion of which is taxes and insurance. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn motioned to approve warrants dated 7/25/23 in the amount of \$65,873.93. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn offered **Resolution #25-2023 – Appropriations Reallocations for the General Fund**, increasing

line item #1000-110-349-0000 – Other, Communication, Printing & Advertising by \$250 and decreasing line item #1000-110-341-0000 – Telephone by \$250. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Resolution adopted.

Witthuhn offered **Resolution #26-2023** – Appropriations Reallocations for the Fire Department, increasing line item #2192-760-750-0000 – Motor Vehicles by \$10,000 and decreasing line item 2192-760-740-0000 – Machinery, Equipment & Furniture by \$10,000. Witthuhn’s motion is to include a purchase order to Midwest Fire in the amount of \$10,000 as well as the subsequent check to be issued and signed. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Resolution adopted and motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

Witthuhn shared that in 2021, the Board of Trustees was approached by the Medina County Park District to inquire if the Township would be interested in purchasing a parcel of property that is located at the corner of Wolff and Substation. The Trustees were not interested in purchasing the property at that time and the Park District has not been able to sell the land so they again approached the Board to inquire if they were interested. The Trustees all agreed that they are not interested in pursuing a purchase of the land. Therefore, Witthuhn will contact the Medina County Park District to advise that the Township has no interest in the property.

Witthuhn reported that the generator maintenance contract with Cummins Sales & Service is up for renewal. Two years ago, Cummins’ bid for the service was much less than another company. Witthuhn just received Cummins’ price for the new contract period and it is increasing by approximately 20%, but is still less than the competitor’s bid from two years ago. The new pricing for 2024 and 2025 will be \$449.18 each year for Fire Station 1/Town Hall, \$432.35 each year for Fire Station 2, and \$463.76 each year for the Police Department. Witthuhn made a motion to approve Cummins Sales & Service’s maintenance agreement for years 2024 and 2025 as quoted. Kusnerak seconded. Murphy – no. Kusnerak – yes. Witthuhn – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	August 9 at 7 PM – (Date Changed Due to Voting on 8/8.)
BZA:	August 2 at 7 PM - Area Variances & Conditionally Permitted Use
Zoning Commission:	August 3 at 7 PM

PUBLIC INPUT:

None.

OFF CAMERA:

Witthuhn motioned to go off camera at 7:40 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 and a complaint against a public employee. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Witthuhn made a motion to go into Executive Session at 7:55 PM to discuss collective bargaining matters to prepare for, conduct or review collective bargaining strategy and a complaint against a public employee. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to come out of Executive Session at 8:18 PM. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

No action will be taken at this time.

The Trustees discussed that an incorrect **Resolution #26-2018** was recently discovered in the 2018 Minute Book. The incorrect document was removed and replaced with the correct Resolution.

Kusnerak motioned to adjourn the meeting at 8:22 PM. Witthuhn 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