

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
February 25, 2025

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, February 25, 2025 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, Trustee Vice-Chair Ryan Nixon, Trustee Patrica Murphy, Fiscal Officer Linda Kuenzer, Zoning Inspector Daryl Lucien, Police Chief Tim Sopkovich, and Service Foreman Cory Schultz present.

Kusnerak called the meeting to order at 7pm, noting that the meeting was properly advertised.

PRESENTATION:

None.

MINUTES:

Kusnerak motioned to approve the February 11, 2025 special meeting minutes for the Records Commission. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

10 permits issued in the last month.
\$1,416.01 cash taken in.

Police Department:

None.

Fire Department:

Trustee Murphy presented a Request for a resolution to put obsolete equipment on Gov Deals including a fax machine, 2 printer/copiers and 2 monitors. Trustee Nixon to determine amount and post on Gov Deals.

Murphy offered Resolution 14-2025 DISPOSAL OF TOWNSHIP PROPERTY. Nixon seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Resolution adopted.

Trustee Murphy presented a Request for approval to have Lighthouse Solutions destroy 2 electronic storage devices that were contained in the Zoning copier and the Fire Department copier. The devices contain images from scanned documents that were temporarily stored on the township server or sent to the intended parties. Murphy motioned to approve Lighthouse Solutions to destroy those two electronic storage devices. Nixon seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion Carried.

Trustee Murphy made the announcement that The Community Fire Academy/Open House did not have many registered participants so that will be cancelled. We will be pursuing other means to educate the community about the Fire Department and we will be announcing more details about that later this year.

Service Department:

Service Foreman Cory Schultz presented an invoice for an emergency repair of Truck #6 and requested approval to pay General Maintenance for \$926.40 coming out of BC #34 Vehicle Repair and Maintenance. Nixon moved to pay General Maintenance Service Company in the amount of \$926.40. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Service Foreman Cory Schultz requested approval to purchase Quick-N-Easy shouldering screed from Kalida Truck for \$7,100.00. Coming out of line-item Salt and Equipment #1000-330-390-0000. Nixon moved to approve the purchase of Quick-N-Easy shouldering screed in the amount of \$7,100.00. Murphy seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Service Foreman Cory Schultz requested to change the hours for the service department to go to four ten-hour days during the summer months. Kusnerak moved to approve the request to have the service department work four ten-hour days, Monday through Thursday, Memorial Day through Labor Day, 6am to 4pm. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Service Foreman Cory Schultz stated he has been talking to Craig from Crafcro about purchasing a used crack seal machine. We are still trying to reach an agreement on price for the purchase of the machine.

TRUSTEE REPORTS:**Christina Kusnerak:**

Kusnerak stated we received 11 resumes for the Administrative Assistant position. We will need to start doing interviews. Interviews will be done in a special meeting on March 4th 11:30am and 5:00pm.

Kusnerak stated today is the day we will select a solid waste provider, are there any comments? Trustee Murphy noted she had reviewed all the contracts and had a couple points she needed clarified. All for Rumpke. Murphy asked if there was a Rumpke representative in the audience. Joe Shaw with Rumpke recycling. Question 1: For the additional carts, the delivery fees are \$80 & \$70, is there any monthly fee with the additional carts? Rumpke representative stated no there isn't. Question 2: For the recycling processing, it is \$.93 per month, is that for the life of the contract? The Rumpke representative stated the fee is based on what it costs them to process one ton of recycling. So, each year it would be re-evaluated. It will fluctuate based on the market and transportation costs. Trustee Kusnerak asked if there were any exceptions attached to that. The Rumpke representative stated no.

Brett Fegan Kimble. Trustee Kusnerak asked if in the bid document is there any exceptions? Kimble representative stated no there are not. Trustee Murphy stated I see you have a monthly fee for the additional carts. Is there a delivery fee? Typically, there is a \$15 delivery fee but there was nothing mentioned in the bid documents. Brett Fegan closed with stating he feels that Kimble is the best decision for the Township. The 3% increase in the option years plus the bag pricing makes them really become cheaper in the long run and also cheaper for the seniors and lower income population of the Township.

Dan from Republic. Kusnerak noted that on the back of the bid package there was a list of exceptions. Dan stated that yes, they do because of insurance. Kusnerak noted that there are some of the exceptions that the Township would not be able to abide by because they are not in the bid specs. Dan stated that would be

where their lawyers and our lawyers would have to come to an agreement. Trustee Murphy clarified that the exceptions would have to be negotiated. Dan stated that based upon our company's structure and the way the Township is structured that is what determines what works and what doesn't work. If there is an issue between the two parties we can sit down and the general manager has the authority to deviate from the attorney recommendations.

Trustee Murphy stated that Kimble does have the better pricing on unlimited service, however, not on the bag service and bulk items have differences.

Kusnerak has concerns about the exceptions with Republic. Kusnerak stated she appreciates the bids from all 3 companies. We have to choose what's best for our Township.

Nixon stated he is not sure about continuing the open negotiations after the fact with Republic.

Kusnerak asked for public comments and there wasn't any.

Nixon stated he was inclined to lean towards the pricing structure from Kimble. Murphy agreed. Kusnerak agreed also.

Kusnerak moved to enter into a 5-year agreement for solid waste services with Kimble with the 3-year option. Murphy seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Ryan Nixon:

None.

Trica Murphy:

None.

FISCAL OFFICER:

Fiscal Officer Linda Kuenzer presented warrant list dated 2/25/2025 in the amount of \$106,931.37. Nixon moved to approve the warrant list dated 2/25/2025 in the amount of \$106,931.37 noting that Medical Mutual is \$49,372.68. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Kuenzer presented payroll dated 3/4/2025 in the amount of \$78,900.92. Murphy moved to approve payroll dated 3/4/2025 in the amount of \$78,900.92. Kusnerak seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Nixon moved to approve the purchase orders #77 through 83-2025 as read by Fiscal Officer Kuenzer. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:

3-11-2025

BZA:

3-5-2025 - cancelled

PUBLIC INPUT:

None.

OFF CAMERA:

Kusnerak moved to go off camera at 7:39PM for the purpose of signing Warrants, Purchase Orders and for any other business brought before the Board. There will be an Executive Session off camera to discuss employee compensation, a complaint against a public employee and possible employee discipline. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to go into Executive Session at 7:57PM to discuss Employee compensation, a complaint against a public employee and. Police Chief Sopkovich was invited into Executive Session. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion Carried.

Kusnerak moved to come out of Executive Session at 10:08PM. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Kusnerak moved to reimburse Ellen Young for mileage for Township business starting immediately. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Nixon moved to create a dedicated mailbox for Police bills, invoices and other financial documents. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Trustee Nixon noted that no disciplinary action taken at this time as a result of Executive Session.

Nixon moved to adjourn at 10:14PM. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Christina Kusnerak, Trustee Chair

Ryan Nixon, Trustee Vice-Chair

Patrica Murphy, Trustee

Linda Kuenzer, Fiscal Officer