

**Brimfield Township Board of Trustees  
Regular Meeting  
Wednesday, May 19, 2021**

The Brimfield Township Board of Trustees met in a virtual regular meeting on the above date. Present were Trustees Nicholas Coia, Mike Kostensky, Sue Fields, and Fiscal Officer John Dalziel.

The meeting was called to order at 8:00 AM by Trustee Nicholas Coia.

Meeting guests: Brian Ebie and Brad Ehrhart from Hamrick Manufacturing Enterprise.

**MOTION #2021-158**

Sue Fields moved to approve minutes from 5/5/21 regular meeting. Mike Kostensky second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

**MOTION #2021-159**

Mike Kostensky moved to approve amended agenda to include:  
Sue Fields second.

Admin 2C – in person meeting  
Admin 2D – Internship (KSU)  
Zoning 25 – Subdivision request, public info request  
Zoning 2.6 – 1135 Tallmadge Rd – request for demo  
Zoning 2.7 – 3156 Congress Lake, 1203 Doralee Dr, 1145 Howe Rd

Demo

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

**MOTION #2021-160**

Mike Kostensky moved to approve Purchase Orders. Sue Fields second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

**MOTION #2021-161**

Sue Fields moved to approve warrants. Mike Kostensky second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

**Zoning:**

**MOTION #2021-162**

Nicholas Coia moved to approve Hamrick Manufacturing Enterprise Zone. Mike Kostensky second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

**MOTION #2021-163**

Nicholas Coia moved to approve the comprehensive land use plan (2050) for Brimfield Township. Sue Fields second.

Mike Kostensky - yea Sue Fields - yea  
Nicholas Coia - yea Motion Pass

MOTION #2021-164

Nicholas Coia moved to approve demolition of 1435 Tallmadge Road and go to bid. Sue Fields second.

Mike Kostensky - yea Sue Fields - yea  
Nicholas Coia - yea Motion Pass

MOTION #2021-165

Nicholas Coia moved to reissue demolition letters (30-day notice) to the following address: 3156 Congress Lake, 1203 Doralee Dr and 1145 Howe Rd. Mike Kostensky second.

Mike Kostensky - yea Sue Fields - yea  
Nicholas Coia - yea Motion Pass

**Police:** No Action

**Fire:** No Action

**Administration:**

MOTION #2021-166

Nicholas Coia moved to approve the Field Youth Soccer program to put together a sponsorship sign program. Signs will be used at the town center soccer field. Mike Kostensky second.

Mike Kostensky - yea Sue Fields - yea  
Nicholas Coia - yea Motion Pass

**Roads:**

**RESOLUTION No. #2021-167**

**RE: ACCEPT A SECTION OF MAPLECREST PARKWAY, FROM TALLMADGE ROAD TO 300' SOUTH OF LARGE CULVERT IN THE MAPLECREST PARKWAY SUBDIVISION IN BRIMFIELD TOWNSHIP, PORTAGE COUNTY.**

It was moved by Nicholas Coia  
seconded by: Mike Kostensky

**WHEREAS** the following road in **BRIMFIELD TOWNSHIP** has been built in accordance with the specifications for allotment roads of Portage County, and has gone through a one-year maintenance period:

T.H. 1213 Maplecrest Parkway  
(from Tallmadge Road to 300' south of large culvert)

and

**WHEREAS,** the Portage County Engineer has agreed to accept this section of road as identified above, and

**WHEREAS,** the Brimfield Township Trustees were notified, via a March 10, 2021 correspondence from the Portage County Engineer, that the Portage County

Engineer was preparing to recommend the Board of Portage County Commissioners accept this newly constructed section of road in Brimfield Township: now therefore be it

**RESOLVED**, that the Board of Portage County Commissioners accept this newly constructed section of road in Brimfield Township as identified above; and be it further

**RESOLVED**, that the acceptance of this section of road makes **BRIMFIELD TOWNSHIP** responsible for its maintenance effective **May 20, 2021**, and be it further

**RESOLVED**, that the Clerk of this Board be and is hereby directed to file a certified copy of the above Resolution with the Portage County Engineer and, and be it further

**RESOLVED**, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Upon call of the roll, vote was as follows:

Roll Call Vote:	Trustee Nicholas Coia	Yes
	Trustee Mike Kostensky	Yes
	Trustee Sue Fields	Yes

Motion passed

ADOPTED this 19th day of May 2021.

I, John C. Dalziel, Fiscal Officer of Brimfield Township do hereby certify that the above resolution #2021-167 is a true and accurate copy as it appears in the record of proceedings of Brimfield Township

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John C. Dalziel, Fiscal Officer  
Brimfield Township

**MOTION #2021-168**

Nicholas Coia moved to accept participation in the OPWC Round 36 – Cascades resurfacing project OPWC Share- \$139,373.32 Local Share- \$139,373.32. Mike Kostensky second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

**MOTION #2021-169**

Mike Kostensky moved to hire Thomas Weese effective passing of drug test and background search as a part-time road department employee. Pay based on the current road union contract. Nicholas Coia second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

**Parks:**

MOTION #2021-170

Mike Kostensky moved to accept the part-time employee job description, pending pay rate determination. Nicholas Coia second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

MOTION #2021-171

Nicholas Coia moved to accept the township internship job description, pending pay rate determination. Mike Kostensky second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

MOTION #2021-172

Nicholas Coia moved to hold Brimfield Community Days 9/10/2021 and 9/11/2021. This is a short-term replacement of Brimfest. Mike Kostensky second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

**Cemetery:** No Action

**Fiscal Office:**

MOTION #2021-173

Nicholas Coia moved to proceed with Zashin and Rich law firm to complete revisions to the 2012 employee handbook and become compliant. This will be the 2021 version of the handbook. Cost not to exceed \$3,500.00. Sue Fields second.

Mike Kostensky	- yea	Sue Fields - yea
Nicholas Coia	- yea	Motion Pass

There being no further business to come before this meeting of the Brimfield Township Board of Trustees Nicholas Coia moved at 10:28 AM to adjourn. Motion seconded by Mike Kostensky. Upon a roll call vote passed unanimously.

We, the Trustees of Brimfield Township, do hereby set out hands as approval of the foregoing minutes as a true and accurate record of the proceedings.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Fiscal Officer