

**Brimfield Township Board of Trustees  
Regular Meeting  
Wednesday March 9, 2022**

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

The meeting was called to order at 8:00 AM by Mike Kostensky.

**Meeting Guests:** Darlene Mettler – Talked about Brimfield Lions Community Need project.

MOTION #2022-064

Mike Kostensky moved to table minutes from 2/23/2022 regular meeting. Sue Fields second.

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

MOTION #2022-065

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

F.) Real Estate and purchase agreement (Edson Rd)

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

MOTION #2022-066

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

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

MOTION #2022-067

Mike Kostensky moved to approve warrants. Sue Fields second.

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

**Police:** No Action

**Fire:** No Action

**Admin:** No Action

**Zoning:**

MOTION #2022-068

Sue Fields moved to approve the 2022 Brimfield zoning fees as presented. Mike Kostensky second.

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

MOTION #2022-069

Mike Kostensky moved to send a zoning violation to the Portage County Prosecutor for the property at 1423 Sandy Lake Road regarding garbage and construction debris. Sue Fields second.

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

**Road:**

MOTION #2022-070

Mike Kostensky moved to approve the hiring of a second part-time road department employee effective 4/1/2022. Sue Fields second.

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

**Parks:** No Action

**Cemetery:** No Action

**Fiscal Office:**

MOTION #2022-071

Mike Kostensky moved to approve the submission to the Portage County Budget Commissions for approval of the USDA funding in the amount of \$828,621.00 for Fund 4101 and the continuation of receiving funds until max amount is received at a cost of \$8,500,000.00 throughout June 2023 and waiting to appropriate. Sue Fields second.

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

MOTION #2022-072

Mike Kostensky moved to approve the 2022 appropriations. Sue Fields second.

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

MOTION #2022-073

Sue Fields moved to approve lighting districts for 2022, 2023, and 2024 for Countryview Estates, Hunters Ridge, Kings Ridge, Portage Commons, Sterling Green, Sugar Maple Hills, Whispering Woods, Willowbrook, Beechcrest 1 & 2, Beechcrest 3, 4, and 5, Beechcrest Gary, and Marsh Landing. Also, approved 2022, 2023, 2024, and 2025 for Plaza Fields. Mike Kostensky second.

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

MOTION #2022-074

Mike Kostensky moved to approve the submission to the Portage County Budget Commissions for approval of the American Rescue Plan Act funding in the amount of \$2,159.95 for Fund 2272 and waiting to appropriate. Sue Fields second.

Mike Kostensky	- yea	Sue Fields – yea
Nicholas Coia	- absent	Motion Passed

MOTION #2022-075

Mike Kostensky moved to approve the use of a credit card processing system with Square and to waive any processing fees for transactions under \$500.00. Sue Fields second.

Mike Kostensky	- yea	Sue Fields – yea
Nicholas Coia	- absent	Motion Passed

MOTION #2022-076

Mike Kostensky moved to approve the real estate purchase agreement for the Edson Road property. Sue Fields second.

Mike Kostensky	- yea	Sue Fields – yea
Nicholas Coia	- absent	Motion Passed

**MOTION #2022-077 FOR EXECUTIVE SESSION  
BRIMFIELD TOWNSHIP BOARD OF TRUSTEES**

This date, March 9, 2022, Trustee Mike Kostensky moved to convene in executive session, pursuant to Ohio Revised Code Section 121.22(G), for the purpose of considering the following matters at 8:55 AM:

A check mark must be placed next to the applicable section(s):

- (1) To consider the:
  - appointment,
  - employment,
  - dismissal,
  - discipline,
  - promotion,
  - demotion,
  - or compensation of a public employee or official,
  - or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing.

Except as otherwise provided by law, no public body shall hold an executive session for the discipline of an elected official for conduct related to the performance of the elected official's official duties or for the elected official's removal from office. If a public body holds an executive session pursuant to division (G)(1) of this section, the motion and vote to hold that executive session shall state which one or more of the approved purposes listed in division (G)(1) of this section are the purposes for which the executive session is to be held but need not include the name of any person to be considered at the meeting.

Additional Comments (if applicable) \_\_\_\_\_

- X (2) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the general public interest. No member of a public body shall use division (G)(2) of this section as a subterfuge for providing covert information to prospective buyers or sellers. A purchase or sale of public property is void if the seller or buyer of the public property has received covert information from a member of a public body that has not been disclosed to the general public in sufficient time for other prospective buyers and sellers to prepare and submit offers.

If the minutes of the public body show that all meetings and deliberations of the public body have been conducted in compliance with this section, any instrument executed by the public body purporting to convey, lease, or otherwise dispose of any right, title, or interest in any public property shall be conclusively presumed to have been executed in compliance with this section insofar as title or other interest of any bona fide purchasers, lessees, or transferees of the property is concerned.

Additional Comments (if applicable) \_\_\_\_\_

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(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

Additional Comments (if applicable) \_\_\_\_\_

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(4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Additional Comments (if applicable) \_\_\_\_\_

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(5) Matters required to be kept confidential by federal law or regulations or state statutes.

Additional Comments (if applicable) \_\_\_\_\_

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(6) Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

Additional Comments (if applicable) \_\_\_\_\_

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(7) To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:

(a) The information is directly related to a request for economic development assistance that is to be provided or administered under any provision of Chapter 715., 725., 1724., or 1728. or sections 701.07, 3735.67 to 3735.70, 5709.40 to 5709.43, 5709.61 to 5709.69, 5709.73 to 5709.75, or 5709.77 to 5709.81 of the Revised Code, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project.

(b) A unanimous quorum of the public body determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

The motion was seconded by Trustee Sue Fields

Roll Call Vote:            Trustee            Nicholas Coia            Absent

Trustee Mike Kostensky Yea  
Trustee Sue Field Yea

**MOTION #2022-078 FOR EXECUTIVE SESSION  
BRIMFIELD TOWNSHIP BOARD OF TRUSTEES**

This date, March 9, 2022, Trustee Mike Kostensky moved to convene in executive session, pursuant to Ohio Revised Code Section 121.22(G), for the purpose of considering the following matters at 9:28 AM:

A check mark must be placed next to the applicable section(s):

- (1) To consider the:
- appointment,
  - employment,
  - dismissal,
  - discipline,
  - promotion,
  - demotion,
  - or compensation of a public employee or official,
  - or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing.

Except as otherwise provided by law, no public body shall hold an executive session for the discipline of an elected official for conduct related to the performance of the elected official's official duties or for the elected official's removal from office. If a public body holds an executive session pursuant to division (G)(1) of this section, the motion and vote to hold that executive session shall state which one or more of the approved purposes listed in division (G)(1) of this section are the purposes for which the executive session is to be held but need not include the name of any person to be considered at the meeting.

Additional Comments (if applicable) \_\_\_\_\_

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- (2) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is averse to the general public interest. No member of a public body shall use division (G)(2) of this section as a subterfuge for providing covert information to prospective buyers or sellers. A purchase or sale of public property is void if the seller or buyer of the public property has received covert information from a member of a public body that has not been disclosed to the general public in sufficient time for other prospective buyers and sellers to prepare and submit offers.

If the minutes of the public body show that all meetings and deliberations of the public body have been conducted in compliance with this section, any instrument executed by the public body purporting to convey, lease, or otherwise dispose of any right, title, or interest in any public property shall be conclusively presumed to have been executed in compliance with this section insofar as title or other interest of any bona fide purchasers, lessees, or transferees of the property is concerned.

Additional Comments (if applicable) \_\_\_\_\_

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- (3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

Additional Comments (if applicable) \_\_\_\_\_  
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(4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Additional Comments (if applicable) \_\_\_\_\_  
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(5) Matters required to be kept confidential by federal law or regulations or state statutes.

Additional Comments (if applicable) \_\_\_\_\_  
\_\_\_\_\_

(6) Details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office.

Additional Comments (if applicable) \_\_\_\_\_  
\_\_\_\_\_

(7) To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:

(a) The information is directly related to a request for economic development assistance that is to be provided or administered under any provision of Chapter 715., 725., 1724., or 1728. or sections 701.07, 3735.67 to 3735.70, 5709.40 to 5709.43, 5709.61 to 5709.69, 5709.73 to 5709.75, or 5709.77 to 5709.81 of the Revised Code, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project.

(b) A unanimous quorum of the public body determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

The motion was seconded by Trustee Sue Fields

Roll Call Vote:	Trustee	Nicholas Coia	Absent
	Trustee	Mike Kostensky	Yea
	Trustee	Sue Field	Yea

MOTION #2022-079

Mike Kostensky moved to return from executive session at 10:06 AM. Sue Fields second.

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

MOTION #2022-080

Mike Kostensky moved to approve the 2022 administrative non-union pay increases as presented. Sue Fields second.

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

MOTION #2022-081

Mike Kostensky moved to change employment status from part-time to full-time for police officer Austin Schreckengost effective 3/9/2022. Sue Fields second.

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

There being no further business to come before this meeting of the Brimfield Township Board of Trustees Mike Kostensky moved at 10:09 AM to adjourn. Motion seconded by Sue Fields. 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.

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Chairman

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Fiscal Officer

