

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**October 24, 2023**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, October 24, 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 and Fire Chief Anthony Strazzo present.

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

**PRESENTATION:**

Rubin Garcia, from Congressman Max Miller's Office, 72 Public Square, Second Floor, Medina, OH 44256 addressed the Board. The purpose of his visit was to make the Board and residents aware of the many services available through Ohio's state and federal governments. Mr. Garcia left pamphlets in the Town Hall meeting room, and said that their office is available to assist with questions that residents may have.

Laura Toth, Director of Medina County Office for Older Adults, 246 Northland Drive, Medina, OH 44256 also addressed the Board. Ms. Toth discussed Issue 15, which is a renewal of the Human Services Levy that was initially passed in 2015, and is now up for renewal. This tax costs residents \$25.00 per \$100,000 of their appraised property value. One of the services included with the program is Meals on Wheels. In 2022, residents of Brunswick Hills Township received 2,120 home delivered meals and through August of 2023, residents have received 1,447 home delivered meals. Ms. Toth asked that the Trustees and residents support Issue 15 in the upcoming election.

Fire Chief Strazzo commented that both he and Police Chief Sopkovich often refer residents to the Office for Older Adults for assistance. Strazzo continued by stating that the Office for Older Adults has assisted their departments with helping seniors to understand that it's fine to ask for help, which is all part of the aging process. Strazzo concluded by stating that Issue 15 has his full support.

**MINUTES:**

Murphy moved to approve the 9/12/23 regular meeting minutes. Witthuhn seconded. Kusnerak – abstained. Murphy – yes. Witthuhn – yes. Motion carried.

Murphy motioned to approve the 9/26/23 regular meeting minutes. Kusnerak seconded. Witthuhn – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak made a motion to approve the 10/3/23 special meeting minutes. Murphy seconded. Witthuhn – abstained. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve the 10/10/23 regular meeting minutes. Murphy seconded. Kusnerak – abstained. Murphy – yes. Witthuhn – yes. Motion carried.

Witthuhn and Murphy provided off camera summary.

(For detailed information on special or off camera items, review the posted minutes on the website: [www.brunswickhillstwp.org](http://www.brunswickhillstwp.org))

## **DEPARTMENT REPORTS:**

### **Zoning Department:**

None.

### **Police Department:**

Trustee Murphy announced that the Police Department's Unit #6, which is a 2016 Chevy, has been taken out of service due to not being a safe pursuit vehicle. The car has 128,900 miles and was taken into the shop on October 18<sup>th</sup> for repairs with major steering issues. The estimated cost for repairs is over \$1,500 in addition to needing new brakes, rotors and tires. Therefore, based on the vehicle's mileage and cost of repairs, it was determined to remove the car from service rather than invest more money into it. All of the emergency equipment will be removed by Hall Public Safety.

### **Fire Department:**

Chief Strazzo requested approval for up to eight members of the Fire Department to attend live fire training with the Hinckley Fire Department on October 18<sup>th</sup> and 19<sup>th</sup>. The training will take place at a property on Center Road in Hinckley. Kusnerak moved to approve the request. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Strazzo also requested approval for Firefighter Crider to attend a virtual Peer Support Training course from January 9-11, 2024. The training is sponsored free of charge through the Ohio Fire Chiefs Association, and provided by the International Association of Firefighters. Firefighter Crider has a background in counseling and this program would provide him with a better background in public safety peer support. Crider would then be available to counsel all Township departmental personnel following any critical incident or in the event they would need assistance. Kusnerak motioned to approve the request. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Previous approval was given to Strazzo by the Board to allow him to schedule repairs for the department's breathing air compressor with Breathing Air Systems. Strazzo requested a purchase order for the repairs in the amount of \$1,379.84 from line item 2192-760-740-0000 – Machinery, Equipment & Furniture. Kusnerak moved to approve the request. Witthuhn seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

Strazzo requested a budget reallocation to decrease line item 2192-220-349-0000, Other Communications by \$1,000 and increase line item 2192-220-341-0000, Telephone by \$1,000. Strazzo also requested that a purchase order be created for Breezeline in the amount of \$1,000. Witthuhn offered **Resolution #36-2023** for the Appropriations Reallocation, and also moved to close purchase order #40 to Breezeline and create a new purchase order in the amount of \$1,000. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Resolution adopted and motion carried.

Strazzo requested to purchase several medical related items from Stryker and Bound Tree Medical with the total amount not to exceed \$2,532.00 from BC #63. All of the items will be reimbursed through the State EMS Grant that the Fire Department received in the amount of \$2,900. Witthuhn motioned to

approve the request. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Strazzo reminded everyone that the Township Bon Fire & Hayride will be held on Saturday, October 28<sup>th</sup> from 5 PM to 8 PM at Plum Creek Park. There will be two food trucks at the event, one serving dinner and the other serving desserts.

Chief Strazzo asked residents to please drive with care and caution during Trick or Treating on Tuesday, October 31<sup>st</sup> from 6-8 PM. Strazzo suggested that children wear something reflective on their costumes and/or carry a flashlight so that they are easily visible to motorists.

Chief informed the Board and residents that safety forces in Medina County have already begun preparations for the solar eclipse, which will occur in April of 2024. It is predicted that the County's population for that weekend will double.

Strazzo announced that he has applied for the 2024 MARCS Radio Grant.

The St. Ambrose Chili Cook-Off was recently held and Strazzo participated as a judge in the contest. Strazzo thanked everyone who participated.

Lastly, Chief Strazzo reminded residents that the Fire Department has Issue #3 on the November 7<sup>th</sup> ballot, and he reiterated that it is not an increase, but rather a renewal of the current tax rate and that no new funds are being requested from the residents. Witthuhn said that this is the main source of monies for the Brunswick Hills Township Fire Department.

**Service Department:**

None.

**TRUSTEE REPORTS:**

**Christina Kusnerak:**

Kusnerak made a motion to approve an invoice from the City of Brunswick for the 2<sup>nd</sup> quarter 2023 franchise fees in the amount of \$18,995.25, as well as create a purchase order. Murphy seconded. Witthuhn – abstained. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak motioned to approve for the three Trustees, Fiscal Officer, Zoning personnel and department heads to attend the 2024 Township Association Conference in Columbus, Ohio. The approval includes their registration and lodging. Murphy seconded. Witthuhn – yes. Murphy – yes. Kusnerak – yes. Motion carried.

**Trica Murphy:**

Murphy moved to approve an invoice to the City of Brunswick in the amount of \$41.00 for the active 911 subscriptions. Kusnerak seconded. Witthuhn – abstained. Kusnerak – yes. Murphy – yes. Motion carried.

**John Witthuhn:**

None.

**FISCAL OFFICER:**

Witthuhn made a motion to approve payroll dated 10/31/23 in the amount of \$67,259.82. Murphy seconded. Kusnerak – yes. Murphy – yes. Witthuhn – yes. Motion carried.

Kusnerak motioned to approve warrants dated October 24, 2023 in the amount of \$82,116.80. Murphy seconded. Witthuhn – abstained from invoice to Zashin & Rich Co. in the amount of \$315, but approved all others. Murphy – yes. Kusnerak – yes. Motion carried.

Witthuhn moved to approve a purchase order for office supplies for the Fiscal Officer in the amount of \$500. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Witthuhn – yes. Motion carried.

**OLD BUSINESS:**

Witthuhn again announced that the Township’s Trick or Treating will be held on Tuesday, October 31<sup>st</sup> from 6 PM to 8 PM.

**NEW BUSINESS:**

Trustee Murphy explained that the Drug Mart Plaza, located at Center and Marks Roads, is located in an area zoned as a Planned Mixed Use Overlay (PMUO) District that was approved approximately 20 years ago, in the 2003-2004 time frame. In early September, the Zoning Office received an application from the Brew Kettle to amend that plan mixed use district’s final development plan. The representatives of Brew Kettle are requesting to build a deck, fence and sun shade on the side of the building. According to the Township’s Zoning Resolution, any changes to the approved PMUO final development plan has to be submitted for approval to the Zoning Commission, who met on October 5<sup>th</sup> to hear the case. The Zoning Commission voted 4-1 to make a recommendation to the Board of Trustees that a porch be added to the final plan of the PMUO. The Board (of Trustees) now has the option to accept the recommendation from the Zoning Commission, deny the recommendation, or accept it with modifications. Murphy stated that a public hearing is not necessary in this instance because it is a regular order of business for the Trustees. Murphy also stated that according to the Medina County Building Department, some of the site plans needed updating. Fire Chief Strazzo also had some concerns with the site plans. Therefore, the representatives had provided the Board of Trustees with updated plans prior to the meeting. Murphy then invited the applicant to address the Board.

Jeff Oslin, 26916 Greenbrook Drive, Olmsted Falls, Ohio 44138. Mr. Oslin appeared before the Board as a representative for the Brew Kettle and Bright Covers, seeking zoning approval in order to move forward with the Medina County Building Department. Chief Strazzo stated that he will need to speak with the building architect as well as the MCBDD in order to discuss the exemption to the fire suppression system that the Brew Kettle representatives are seeking. Kusnerak asked Mr. Oslin to explain to the Board the difference between the site plans previously submitted and those he presented them with prior to the meeting. Mr. Oslin stated the differences were the fire suppression system and the addition of page 3 to the plans. After more discussion, the Board felt comfortable with the plans, and Trustee Murphy made a motion to accept the recommendation of the Zoning Commission with a modification of the recommendation to include the approval of a modification to the final development plan of the plan mixed use overlay district for the addition of a porch on the Brew Kettle, located at 5300 Center Road, Brunswick, OH 44212, in association with GPD Development, LLC, permanent parcel number 001-

02C-01-012. Murphy also noted that the applicant is responsible for paying all fees associated with the required permits for construction of the porch. Witthuhn seconded. Kusnerak – yes. Witthuhn – yes. Murphy – yes. Motion carried. After the motion was passed, Kusnerak asked the Board members if documentation should be placed in the file for this property, and all agreed that it should.

**MISCELLANEOUS & CORRESPONDENCE:**

None.

**UPCOMING MEETINGS:**

Trustees:	November 14 at 7 PM
BZA:	November 1 at 7 PM - CANCELLED
Zoning Commission:	November 2 at 7 PM – DISCUSS SITE PLAN TO CHANGE PMUO DISTRICT FINAL DEVELOPMENT PLAN FOR A PROPOSED MCDONALDS AT 303 & MARKS RDS.

**PUBLIC INPUT:**

Jim Satow, 2856 Galway Drive in Wexford Estates, Brunswick, OH 44212. Mr. Satow addressed the Board to request assistance in having a street light installed at the corner of Galway Drive and W. 130<sup>th</sup> Street to make the area safer for children waiting for the school bus. Mr. Satow also informed the Trustees of the lack of visibility when attempting to exit Galway Drive onto W. 130<sup>th</sup> due to the overgrowth of brush to the south. Trustee Chair Witthuhn stated that W. 130<sup>th</sup> Street is maintained by the County and Trustee Vice-Chair Kusnerak cautioned Mr. Satow that having a street light installed through Ohio Edison will take some time. Witthuhn requested that Mr. Satow leave his contact information for the Board so that they may begin to work on a resolution. The Trustees thanked the residents who attended the meeting in support of the street light request.

**OFF CAMERA:**

Witthuhn motioned to go off camera at 7:45 PM for the purpose of 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. Kusnerak seconded. Murphy – yes. Witthuhn – yes. Kusnerak – yes. Motion carried.

Witthuhn left the meeting at 8:10 PM.

Kusnerak then made a motion to go into Executive Session at 8:15 PM to discuss collective bargaining matters. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak moved to come out of Executive Session at 8:43 PM. Murphy seconded. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak noted that no action will be taken at this time.

Murphy motioned to adjourn the meeting at 8:44 PM. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Motion carried.

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John Witthuhn, Trustee Chair

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Christina Kusnerak, Trustee Vice-Chair

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Patrica Murphy, Trustee

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Katherine Esber, Fiscal Officer