

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
December 26, 2023

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, December 26, 2023 at Brunswick Hills Township Town Hall.

Board of Trustees Chair John Witthuhn, Trustee Patrica Murphy, Fiscal Officer Katherine Esber, Zoning Inspector Evelyn Czyz, Police Chief Tim Sopkovich, Fire Chief Anthony Strazzo, and Service Foreman Cory Schultz present.

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

PRESENTATION:

Trustee Chair John Witthuhn was presented a plaque by Trustee Patrica Murphy to recognize his nine years as a Trustee for the Township of Brunswick Hills. Witthuhn stated that he was thankful for his time as a Trustee and it had been his honor to service the residents. Witthuhn concluded by saying that he wished the very best for the Township.

Part-time firefighter – Steve Koehl - was sworn in by Trustee Chair John Witthuhn.

Part-time firefighter – Nick Erich - was sworn in by Trustee Chair Witthuhn.

Trustee Chair Witthuhn swore in new Trustee Ryan Nixon.

MINUTES:

Murphy motioned to approve the December 12, 2023 Regular Meeting Minutes. Witthuhn seconded. Murphy – yes. Witthuhn – 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:

Trustee Murphy motioned to re-appoint Cristine Brunn to a five-year term on the Zoning Board, with her term ending 2028. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Motion carried.

Murphy stated there is a district in the Township referred to as a plan mixed use overlay (PMUO) area around the Discount Drug Mart at the corner of Route 303 and Marks Road. The PMUO was approved in 2004 so if there are any changes to that plan, they need to go to the Zoning Commission for review. The Zoning Commission then recommends to the Trustees to approve the changes, make modifications, or deny the changes. For the last two months, the Zoning Commission has been hearing that McDonalds wants to build a new restaurant at the corner of Route 303 and Marks Road. The Zoning Commission

sent a recommendation to the Board of Trustees to approve the development plan for the McDonalds restaurant, which would be located at 5270 Center Road, Brunswick, Ohio 44212. Murphy stated that the applicant is in attendance at the meeting and invited him to address the Board.

Jim Ptacek with Larsen Architects, located at 12506 Edgewater Drive, Lakewood, Ohio 44107 addressed the Board. Mr. Ptacek asked the Board if they had any specific questions for him. Murphy responded that the Fire Department had reviewed the plans and recommended that river rock be used as a landscaping material around the building rather than mulch. Murphy also indicated that a fire hydrant will be located on the McDonalds premises, and that there will be a turn lane going into the restaurant. Mr. Ptacek stated that ODOT is reviewing specifics for the turn lane. Lastly, Murphy mentioned that a minor change required on the plans is that it shows the location as being at the corner of Grafton and Marks Roads. Murphy requested that the change be made and submitted to the Zoning Department. Murphy offered **Resolution #43-2023 RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE ZONING COMMISSION AND APPROVE A MODIFICATION TO THE FINAL DEVELOPMENT PLAN OF THE PLANNED MIXED USE OVERLAY DISTRICT FOR THE CONSTRUCTION OF A McDONALD'S RESTAURANT AT 5270 CENTER ROAD, BRUNSWICK, OHIO 44212, PERMANENT PARCEL NUMBER 001-02C-01-012 ACCORDING TO THE SUBMITTED DEVELOPMENT SITE PLAN AND NOTING THAT THE APPLICANT SHALL SUBMIT ALL REQUIRED APPLICATIONS AND PAYMENT OF THE REQUIRED FEES FOR ZONING CERTIFICATES AS REQUIRED BY SECTION 902 OF THE ZONING RESOLUTION.** Witthuhn seconded. Murphy – yes. Witthuhn – yes. Resolution adopted. Mr. Ptacek thanked the Board, Zoning Department, Zoning Commission, and Fire Department for their partnership on the project.

Murphy stated that letters had been sent to some Township homeowners that have structures on Township owned property and she was contacted by a couple of them. Murphy stated that she received an email from the homeowner at 590 Blackberry Circle requesting additional time for removal of the structures. In addition, Murphy met with the homeowner of 820 Glencairn Lane, who also requested additional time. The homeowners had been given 35 days to remedy the violations.

William Fitzwater, 820 Glencairn Lane, Brunswick, Ohio 44212 addressed the Board requesting additional time to remove the shed, that had been built by the previous homeowner. Mr. Fitzwater said that he will remedy the situation, but does need more time.

Witthuhn stated that the homeowner at 590 Blackberry Circle had also requested that the landscaping beds they have on Township owned property be allowed to remain; however, Witthuhn is of the opinion that in order to remain consistent, they must be removed, but he does approve of the deadline extension. Murphy made a motion to extend the deadline for removal of structures and landscaping beds on Brunswick Hills Township owned property to April 15, 2024. This applies for the homes located at 590 Blackberry Circle and 820 Glencairn Circle. Murphy will advise the homeowners of the Board's decision. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Motion carried.

Police Department:

Chief Tim Sopkovich thanked the community for their generous donations of food and toys for the needy. Sopkovich also thanked the Brunswick Eagles for their kind donation to the Brunswick Hills Police Association.

Fire Department:

Chief Anthony Strazzo stated that he had received phone approval for four firefighters to attend pump training on January 5, 2024 at the Seville Fire Department. The training is free through the State of Ohio Direct Delivery Training Program. Witthuhn moved to approve the training as requested. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Strazzo announced that the Fire Department is accepting applications until January 12, 2024 for a full-time firefighter/paramedic. Application information can be found on the Township website.

Strazzo reported that the Meet Santa event was well attended. Strazzo thanked the following for their participation and/or donations:

- Home Depot
- Dairy Queen
- Romeos Pizza
- Meijer
- VOFT Students from Brunswick High School
- Medina County Career Center Firefighter/EMT Students
- Brunswick Hills Township Board of Trustees
- Brunswick Hills Police Department
- Brunswick Hills Firefighters
- Santa and Mrs. Claus

Strazzo also thanked the Brunswick Eagles on behalf of the Firefighters Association for their extremely generous donation. Strazzo reported that the donation will be used to give back to the community as well as purchase equipment for the Department.

Lastly, Strazzo reported that the Department has been very busy assisting with house fires in Brunswick, Valley City, and Columbia Station. Fortunately, none of the fires have been in Brunswick Hills. Chief said that the Department has also responded to numerous automobile accidents, and he reminded everyone to slow down while driving, and use fire safety in the new year. Strazzo suggested it would be a good time to dispose of live Christmas trees as they are probably dried out and could become a fire hazard.

Service Department:

None.

TRUSTEE REPORTS:

Trica Murphy:

None.

John Witthuhn:

None.

FISCAL OFFICER:

Witthuhn moved to approve warrants dated 12/18/23 in the amount of \$4,048.02. Murphy seconded.

Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn motioned to approve warrants dated 12/26/23 in the amount of \$208,038.61. Esber noted that almost \$128,000 of the total is to Ohio CAT for the wheel loader purchased by the Service Department and \$57,602.85 to Medical Mutual. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn moved to approve a purchase order to the Treasurer of the State of Ohio in the amount of \$4,361.00 for a 2023 audit that still has not been completed. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn offered **Resolution #44-2023** Appropriations Reallocations for the Service Department, increasing Medical by \$15,000 for line item 2031-330-221-0000 and decreasing Other Salaries by \$15,000 from line item 2031-330-190-0000. Murphy seconded. Witthuhn – yes. Murphy – yes. Resolution adopted.

Witthuhn offered **Resolution #45-2023** Appropriations Reallocation for the General Fund, increasing Other Payroll by \$1,000 for line item 1000-130-190-000, increasing Trustee Staff by \$2,000 for line item 1000-110-112-0000, and decreasing Trustee Payroll by \$3,000 from line item 1000-110-111-0000. Murphy seconded. Witthuhn – yes. Murphy – yes. Resolution adopted.

OLD BUSINESS:

Murphy reported that the Board is still waiting on action from Republic Waste regarding the opt-out process for 2024.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	January 3 at 5:30 PM – Organizational Mtg. January 9 at 7 PM
BZA:	January 10 at 7 PM – Organizational & Regular Meeting
Zoning Commission:	January 4 at 7 PM – Organizational & Regular Meeting

PUBLIC INPUT:

Dave Goodyear, 691 Pearl Road, Brunswick, OH 44212 thanked Trustee Chair Witthuhn for his service to the community and wished everyone a Happy New Year.

On behalf of the Brunswick Hills Fire Association, Fire Chief Anthony Strazzo thanked Trustee Chair Witthuhn for his support of the Fire Department and personnel. He was appreciative of Witthuhn’s assistance in obtaining upgrades to the facilities, personnel staffing, and equipment.

Witthuhn announced that both litigation cases involving the golf course on Center Road have been dismissed at the Plaintiff's request. At this time, the developer will not be moving forward with plans to develop the golf course.

OFF CAMERA:

Witthuhn motioned to go off camera at 7:35 PM for the signing of Warrants & Purchase Orders and any other business brought before the Board. There will be an Executive Session to discuss employee compensation. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Witthuhn motioned to approve an invoice to Mr. Tire in the amount of \$963.03 on behalf of the Police Department. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

Murphy moved to approve an invoice to OTARMA for litigation fees in the amount of \$1,959.37 for the Township. Witthuhn seconded. Murphy – yes. Witthuhn – yes. Motion carried.

No Executive Session was held.

Witthuhn motioned to adjourn the meeting at 8:19 PM. Murphy seconded. Witthuhn – yes. Murphy – yes. Motion carried.

John Witthuhn, Chair Trustee

Patrica Murphy, Trustee

Katherine Esber, Fiscal Officer