

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
April 9, 2024

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, April 9, 2024 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Patrica Murphy, Trustee Vice-Chair Ryan Nixon, Fiscal Officer Linda Kuenzer, Former Fiscal Officer Katherine Esber, Police Chief Tim Sopkovich, Fire Chief Anthony Strazzo, and Service Foreman Cory Schultz present.

Murphy called the meeting to order at 7:00 PM.

PRESENTATION:

Lieutenant Mike Drum from the Brunswick Hills Fire Department was asked by Chief Strazzo to create a plaque listing all past Fire Chiefs of Brunswick Hills. With assistance from Dave Goodyear and former Chief Frank Cseh, Lieutenant Drum was able to complete the plaque. The plaque contains three different patches. The first one was for the Brunswick Hills Firemen’s Association, who held fundraisers to pay for equipment, etc. In 1989, the Township began running the Fire Department, whereby creating funds to pay for equipment, vehicles, etc. as well as attracting and onboarding more personnel. At that point, a new patch was created that dropped the word “Association” and replaced it with “Township”. In 2007, the current patch was adopted by the Fire Department.

Past Chiefs who have served the Township include:

Carl Zimmerman	1960 – 1981
Jerry Vanderzyden	1981 – 1986
Curt Hagerty	1986 – 1992
Fred Huffman	1992 – 1993
Dennis Young	1993 – 2004
Tom Bowman	2004 – 2005
Frank Cseh	2005 – 2013
Anthony Strazzo	2014 – present

Chief Strazzo stated that Lieutenant Drum is somewhat of the Department’s historian since he has been a member for so long, and that he does a very nice job in the role.

Trustee Vice-Chair Ryan Nixon swore in part-time Firefighter/Paramedic Kiante Carroll to the Brunswick Hills Fire Department.

DEPARTMENT REPORTS:

Zoning Department:

Trustee Murphy had a few questions about the report for Zoning. She will review the report with Zoning Inspector Cxyz and present the report at the April 23rd meeting.

Police Department:

Chief Tim Sopkovich announced that he is applying for the 2024 Medina County Drug Awareness Grant, which the Department has received annually since 2018. The grant provides up to 1,600 hours of the wages of a School Resource Officer (SRO) in the schools. Currently, Wayne Fisher serves as the SRO in Brunswick City School's elementary schools, and does a great job in the role.

Sopkovich requested a purchase order to Hall Public Safety in the amount of \$5,725 for two mph Bee III radar detectors, to be paid from line item 2191-760-740-0000, Machinery, Equipment & Furniture. Murphy moved to approve the request. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Sopkovich also requested for Officer Makrinos to attend an eight-hour course in Canine Handler Case Law on April 23, 2024 in Akron, Ohio. The cost of the training is \$180, and Sopkovich requested a purchase order payable to Robert Meader. Murphy made a motion to approve the request. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Lastly, Sopkovich stated that the Police Department has been receiving several complaints about ATVs, dirt bikes, etc. being driven on public roads. He reminded everyone that these are not legal to ride on public roads, and also for the vehicle operators to ensure that they are not being driven on private property without the landowner's permission.

Service Department:

Service Department Foreman Cory Schultz presented his report for the Month of March, 2024.

Schultz requested to close BC #35, Rents & Leases and open a new BC for Rents & Leases, in the amount of \$3,750. The funds will be from line item 2031-330-321-0000. Nixon motioned to approve the request. Murphy seconded. Nixon – yes. Murphy – yes. Motion carried.

Schultz presented the Board with the 2024 – 2025 Resolution Authorizing Participation in the ODOT Road Salt Contracts, and requested their signatures. Nixon responded to Schultz that the Trustees would execute the document. Murphy made a motion to approve the Resolution Authorizing Participation in the ODOT Road Salt Contracts for 2024, and for the Trustees to execute the contract. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Lastly, Schultz reported that he had been discussing with Chief Sopkovich about designating a weekend to allow residents to dispose of various items, such as electronics, yard debris, scrap metal, etc. at dumpsters that would be located at the Service Department. No paint would be permitted. Sopkovich added that the Police Department Administrative Assistant had already contacted Republic Waste about providing dumpsters at a discounted rate. Nixon and Murphy were receptive to the idea, and Nixon requested that they forward approximate costs to him.

Fire Department:

Fire Chief Anthony Strazzo requested to cancel PO #4 for Stryker and issue a new purchase order to Stryker in the amount of \$13,769.80 for annual cot, cot load system, LUCAS device, and monitor maintenance, to be paid from line item 2281-230-360-0000, Contracted Services. Murphy moved to approve the request. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Strazzo stated that he had sent the Trustees a package for the full-time personnel compensation with two changes, which are the Juneteenth holiday and the Firefighter/EMT pay rates. Strazzo requested adoption of the package. Nixon motioned to approve the changes. Murphy seconded. Nixon – yes. Murphy – yes. Motion carried.

Chief announced that he was contacted by the Insurance Services Organization to notify him that they will be on-site May 9th to complete an ISO evaluation. The Board will be provided with the results of the evaluation approximately six months later. The evaluation will have a rating, which goes from 1 to 10, with 1 being the best. The Brunswick Hills Fire Department currently has a rating of 3.8, and Strazzo is striving to improve that number.

Strazzo also extended a thank you to the Community Fire Academy participants, the Brunswick Hills Fire Department personnel that assisted in making the program a success, and to Barley Jacks, the Wooden Nickel, the Red Onion, and Herman’s Restaurants for their donations of food.

Lastly, Strazzo indicated that the Fire Department received an increased number of calls on the days just prior to the eclipse. He is not sure whether or not it was because of more people being in the area.

TRUSTEE REPORTS:

Christina Kusnerak:

None.

Ryan Nixon:

None.

Trica Murphy:

None.

FISCAL OFFICER:

Fiscal Officer Linda Kuenzer reported that the bank reconciliation for the Month of March was completed.

Murphy motioned to approve payroll dated 4/16/24 in the amount of \$64,625.14. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy made a motion to approve warrants dated 4/9/24 in the amount of \$26,895.02. Murphy noted that the original payment listing included a payment to Lighthouse Solutions Group in the amount of \$8,620.97 for the Police Department. However, the Trustees are waiting for a contract from Lighthouse and, therefore, will not be approving the payment to Lighthouse tonight. Therefore, the original payment listing amount has been reduced to \$26,895.02. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy motioned to approve the following two purchase orders:

- Purchase order to the Treasurer of State of Ohio for the balance of the UAN fee in the amount of \$4,000.

- Then & now purchase order to Sedgewick for workers' compensation in the amount of \$2,388.55.

Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	April 23 at 7 PM
BZA:	May 1 at 7 PM
Zoning Commission:	May 2 at 7 PM

PUBLIC INPUT:

None.

OFF CAMERA:

Murphy motioned to go off camera at 7:29 PM for the signing of Warrants & Purchase Orders and any other business brought before the Board. There will be an Executive Session off camera to discuss employee discipline, and employment consideration and compensation. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy made a motion to go into Executive Session at 7:49 PM to discuss employee discipline, and employment consideration and compensation. Nixon seconded. Nixon – yes. Murphy – yes. Motion carried.

Murphy moved to come out of Executive Session at 8:19 PM. Nixon seconded. Nixon – yes. Murphy – yes. Motion carried.

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

Murphy moved to adjourn the meeting at 8:20 PM. Nixon seconded. Nixon – yes. Murphy – yes. Motion carried.

Patrica Murphy, Trustee Chair

Ryan Nixon, Trustee Vice-Chair

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Christina Kusnerak, Trustee

Linda Kuenzer, Fiscal Officer