

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**May 14, 2024**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, May 14, 2024 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Patrica Murphy, Trustee Vice-Chair Ryan Nixon, Fiscal Officer Linda Kuenzer, Zoning Inspector Evelyn Czyz, 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:**

Fire Chief Anthony Strazzo shared with everyone that a milestone was being achieved for the Township by hiring the sixth full-time Firefighter.

Trustee Ryan Nixon swore in full-time Firefighter Jacob Curtiss.

**MINUTES:**

Murphy moved to approve the April 23, 2024 regular meeting minutes. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy motioned to approve the May 1, 2024 special meeting minutes. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy made a motion to approve the May 9, 2024 special meeting minutes. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

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:**

Zoning Inspector Evelyn Czyz provided the Zoning report for April, 2024.

Czyz stated that reminder letters were being sent to the property owners on Aldersyde and Blackberry Circle that June 1<sup>st</sup> is the final date to remove their personal items from the Township owned parcels.

Czyz thanked Trustee Murphy for signing the contract to purchase a new copy machine for the Zoning Department.

**Police Department:**

Police Chief Tim Sopkovich stated that May 14<sup>th</sup> is Peace Officer's Memorial Day, and read Proclamation 3466, dated April 10, 1962.

Sopkovich recognized Service Department Foreman Cory Schultz and thanked him for all of his work in organizing and setting up for the Township Clean-Up Days. Sopkovich also thanked the Service Department crew and volunteers for their help.

**Fire Department:**

Fire Chief Anthony Strazzo thanked law enforcement not only in Brunswick Hills, but across the country.

Strazzo requested approval for up to four personnel to attend Incident Response Considerations for Lithium Battery Emergencies on Saturday, July 20, 2024 from 9 AM to 1 PM at the Stanley Black & Decker Lodge located in Valley City. There is no cost for the training. Nixon moved to approve the request for as many people as Chief Strazzo would like to send to the training. Murphy seconded. Nixon – yes. Murphy – yes. Motion carried.

Strazzo also requested a leave of absence for Lieutenant Benigni be approved from June 1, 2024 through August 1, 2024. Nixon motioned to approve the request. Murphy seconded. Nixon – yes. Murphy – yes. Motion carried.

An emergency purchase approval was also requested by Strazzo in an amount not to exceed \$3,000 from BC #55 for a Revolution Intake Valve Assembly for Tanker #22. Nixon made a motion to approve the request. Murphy seconded. Nixon – yes. Murphy – yes. Motion carried.

Strazzo provided the April, 2024 Run Report. Chief commented that April was the busiest month that the Fire Department has had in 10 years. EMS collections were \$38,403.32 for the month of April with a total of \$112,992.65 year-to-date.

Strazzo also reported that the Fire Department completed and submitted the Medicare Data Survey. Strazzo thanked the Fire Department Administrative Assistant Carol Bianchi and Assistant Fire Chief Tim Haas for all of their hard work in compiling information required for the survey.

Chief reported that the Fire Department had additional staff on duty for the eclipse on April 8; however, they did not receive any extra calls pertaining to the eclipse. On April 10<sup>th</sup> and 11<sup>th</sup>, the Fire Department did receive several calls relating to the additive that Columbia Gas uses so that the gas is detectable by smell. Unfortunately, the additive was several times stronger than normal and residents were calling the Fire Department reporting the smell of natural gas in their homes and businesses. This accounted for 16 additional runs for the department. Strazzo reached out to Columbia Gas and requested reimbursement for some of the costs and wages that were incurred by the Fire Department related to the over-odorization. Chief was told that the request will be submitted to their insurance company and they will report back to him.

Also, in the month of April, a tragic death of a toddler occurred within the Township and the Fire Department personnel utilized the services of the Medina County Peer Support Team. Strazzo commented that services provided by the Peer Support Team were very beneficial, and they are an asset to the first

responders in the County.

Strazzo reported that the Fire Department also provided fire extinguisher training to the Service Department foreman and crew.

Chief also reported that all of the Department's SBA bottles were hydrostatically tested, which is completed every five years. All of the current bottles passed the test.

In addition, preventative maintenance was completed on all of the Department's extrication tools.

The Fire Department staff also completed training with Hinckley, Valley City, and Brunswick at Willets Middle School before it was torn down.

EMS training on shock, an online fire behavior class, and a test on the residential zones within the Township were also completed by Fire personnel.

Strazzo announced that the fire hydrant flushing will be completed beginning on May 15<sup>th</sup>. If residents notice rusty colored water coming out of their faucets, to immediately turn on the cold water until the water runs clear. He stressed not to run warm or hot water from the faucet because it will be sucked into the hot water tank, which is then difficult to remove.

Chief shared that the Fire Department had their ISO evaluation on May 8<sup>th</sup> and should receive the results in six months.

Strazzo announced that the Brunswick Hills Fire Department is participating with seven other communities on the purchase of a mask fit test machine. The Strongsville Fire Department purchased the machine at the cost of \$19,930 and they were given a \$1,000 credit for the old machine. The cost to Brunswick Hills is \$2,704.29, which is less expensive than having a company come out and do the fit test.

### **Service Department:**

After receiving three bids for road work from Crossroads Asphalt, Specialized Construction, and Ronyak Paving, Service Department Foreman Cory Schultz requested to hire Crossroad Asphalt, who was the least expensive, coming in at \$277,824 to pave five roads within the Township for 2024. Murphy moved to approve the request and hire Crossroads Asphalt to pave five roads within Brunswick Hills Township for 2024. Nixon seconded. Murphy amended her motion to include sending an award letter to Crossroads Asphalt. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Schultz also requested a hiring letter to Crossroads Asphalt indicating the roads to be paved as well as the cost of the paving. Murphy offered **Resolution 14-2024 For the Hiring of Crossroads Asphalt**. Nixon seconded. Murphy – yes. Nixon – yes. Resolution adopted.

Schultz requested Board approval for the Service Department crew to attend the June 18, 2024 Safety Council meeting on forklift safety, which will also include information on harness safety. The cost is \$18 per person. Nixon motioned to approve the request. Murphy seconded. Nixon – yes. Murphy – yes. Motion carried.

Lastly, Schultz presented the Service Department Monthly Report for April, 2024.

**TRUSTEE REPORTS:**

**Christina Kusnerak:**

None.

**Ryan Nixon:**

None.

**Trica Murphy:**

None.

**FISCAL OFFICER:**

Murphy made a motion to approve payroll dated 5/14/24 in the amount of \$73,505.83. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy moved to approve warrants dated 5/14/24 in the amount of \$80,186.18, noting that \$13,900.29 was for Lighthouse Solutions and \$55,123.00 was to Tim Lally for a new Police vehicle. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy motioned to approve the request by Ellen Young, Police Department Administrative Assistant, to cash out 40 hours of vacation pay, pursuant to Township Policy Section 6.8. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

**OLD BUSINESS:**

Murphy reported that the Trustees had sent a letter to the people requesting to annex into the City of Brunswick, requesting confirmation that the person signing the petition was truly authorized to sign on behalf of the company, SHN Brunswick, LLC. The Trustees received a response, which included the fully executed Operating Agreement and Affidavit of Fact showing that the person who signed the petition is the manager of SHN Brunswick, LLC. The Petition for Annexation now goes before the Medina County Commissioners, who will be hearing the case on Tuesday, May 21, 2024 at 11 AM. The Commissioners will then review the petition request to ensure that they have all of the necessary information to make a ruling.

**NEW BUSINESS:**

Murphy reported that the final plan for the Medina County Countywide 9-1-1 System was received by the Trustees. Police Chief Sopkovich stated that the new system will help to route cell phone callers to the jurisdiction in which they are calling rather than to the Medina County Sheriff's Office. Fire Chief Strazzo added that the new system will help to improve the 9-1-1 System statewide. Murphy then offered **Resolution 15-2024 APPROVING THE FINAL PLAN FOR THE MEDINA COUNTY COUNTYWIDE 9-1-1 SYSTEM.** Nixon seconded. Murphy – yes. Nixon – yes. Resolution adopted.

Murphy stated that the Trustees received a site plan from Hoffman Tree Service/Hoffman Outdoor Supply. The site plan was reviewed by the Board of Zoning Appeals on May 1<sup>st</sup> and was also presented to the Zoning Commission on May 2<sup>nd</sup>. The Zoning Commission recommended that the site plan for Hoffman Tree Service/Hoffman Outdoor Supply be approved. Brad Hoffman, 8032 Edgerton Road, North

Royalton, Ohio addressed the Board. Murphy asked Mr. Hoffman to share his plan for the property and he responded that they currently sell firewood, and intend to open an outdoor garden supply center, selling mulch, top soil, grass seed, and straw. Mr. Hoffman stated that they will not be processing mulch on that site. When Murphy asked if anyone had comments regarding the Hoffman's Outdoor Garden Supply Center, Jim Rosati, owner of Rosati's Frozen Custard, addressed the Board. Mr. Rosati's main concerns are about the dust and odors coming from the Supply Center, but he stated that they will need to see how it goes. Therefore, Murphy made a motion to approve the recommendation from the Zoning Commission for the site plan for Hoffman Tree Service/Hoffman Outdoor Supply, 916 Pearl Road, Brunswick, Ohio 44212, permanent parcel #001-02A-25-047. Nixon seconded. Murphy – yes. Nixon – yes. Motion passed. Mr. Hoffman asked the Board if he was then approved to begin selling much, and Murphy responded that he still needed to go before the Board of Zoning Appeals to receive approval for a conditional use permit, but she wasn't sure when that would be.

**MISCELLANEOUS & CORRESPONDENCE:**

None.

**UPCOMING MEETINGS:**

Trustees:	May 28 at 7 PM
BZA:	June 5 at 7 PM
Zoning Commission:	June 6 at 7 PM

**PUBLIC INPUT:**

Linda Hudson, Pearl Road, Brunswick, Ohio 44212 addressed the Board of Trustees. Mrs. Hudson stated that she is concerned about the Township's resolutions and the process for a resident and/or business to get a site plan approved. She further explained her view of when something should be presented to the Zoning Commission and the Board of Zoning Appeals.

Richard Kenney, 490 Victoria Lake Circle, Brunswick Hills, Ohio 44212 appeared before the Board. Mr. Kenney stated that he also owns Block J, which is the open space on Pamela Lane in the Lockwood Subdivision. Mr. Kenney is concerned that a resident in the subdivision was permitted to combine a block of open space land with their residence and are planning to build an accessory building. In addition, Mr. Kenney asked the Board of Trustees what their intent is for the remaining open space blocks. Does the Board plan to allow all of the homeowners to combine the open space parcels with their existing properties?

Ron Wetterman, 1085 Substation Road, Brunswick Hills, Ohio 44212 then addressed the Trustees. Mr. Wetterman is also a member of the Brunswick Hills Township Board of Zoning Appeals, and stated that he had visited the Medina County Title Department and the Medina County Planning Commission. Mr. Wetterman further stated that the Lockwood Subdivision previously had an HOA that went bankrupt and the entire development was replotted. Mr. Wetterman then stated that the homeowner putting up a building on the area that was formerly open space is entitled to do so. If anyone has further questions, Mr. Wetterman suggested that they contact the Medina County Planning Commission.

Mr. Kenney again appeared before the Board and stated that the Lockwood Subdivision never had a homeowner's association, but rather the open space land was delinquent parcels that the Auditor's Office sold at auction because the taxes were never paid. The parcels were then purchased by residents of the subdivision.

Hank Hoffman, property owner of 916 Pearl Road, Brunswick, Ohio 44212 appeared before the Board of Trustees. Mr. Hoffman explained to the Trustees that he is very confused about everything that they are being told to do in order to get their site plan approved. There has been a lot of miscommunications as to the Hoffmans needing to appear before the Board of Zoning Appeals. Trustee Murphy explained that they need to appear before the Board of Zoning Appeals to obtain a conditional use permit for their outdoor supply center.

Tony Destro, 301 Marks Road, Brunswick, Ohio 44212 addressed the Board. Mr. Destro stated that he had filed a formal complaint earlier that day against Fire Prevention Officer, Matt Payne. Mr. Destro had requested that Fire Chief Strazzo relay all of their communications to the entire Board, but Chief Strazzo told him he would only share the information with Trustee Vice-Chair, Ryan Nixon, as he is the liaison for the Fire Department. Mr. Destro was requesting that all of the information in his case be shared with all Board members as well as a 40-minute video that he had recorded. Trustee Nixon advised Mr. Destro that he could drop a thumb drive of the video off at Town Hall for the Trustees to review.

**OFF CAMERA:**

Murphy motioned to go off camera at 8:14 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 conduct interviews for the Zoning Secretary position. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy made a motion to go into Executive Session at 8:20 PM to conduct interviews for the Zoning Secretary position and invited Linda Kuenzer and the applicants. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy moved to come out of Executive Session at 9:46 PM. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy moved to adjourn the meeting at 9:48 PM. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

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Patrica Murphy, Trustee Chair

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Ryan Nixon, Trustee Vice-Chair

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Christina Kusnerak, Trustee

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Linda Kuenzer, Fiscal Officer