

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
May 28, 2024

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, May 28, 2024 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Patrica Murphy, Trustee Vice-Chair Ryan Nixon, Trustee Christina Kusnerak, Fiscal Officer Linda Kuenzer, Police Chief Tim Sopkovich, and Assistant Fire Chief Tim Haas present.

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

PRESENTATION:

None.

MINUTES:

Murphy made a motion to approve the May 18, 2024 special meeting minutes. Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

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

DEPARTMENT REPORTS:

Zoning Department:

Trustee Chair Murphy stated that the Hoffman Site Plan had been approved at the May 14, 2024 meeting as per the recommendation of the Zoning Commission; however, a resolution should have been adopted at that time so Murphy offered **Resolution 17-2024 To Accept the Recommendation of the Zoning Commission and Approve the Site Plan for Hoffman Tree Service/Hoffman Outdoor Supply, to Sell Landscape Supplies From Their Premises Located at 916 Pearl Road, Brunswick, Ohio 44212, Permanent Parcel #001-02A-25-047 According to the Submitted Site Plan and Noting that the Applicant Shall Submit All Required Applications and Payment of the Required Fees for Zoning Certificates as Required by Sections 408 and 902 of the Zoning Resolutions.** Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon - yes. Resolution adopted.

Police Department:

Police Chief Sopkovich requested a purchase order to Tim Lally Chevrolet in the amount of \$65,000 for a 2024 Chevy Tahoe Pursuit to be paid from the new motor vehicle line item. Sopkovich said that this vehicle will replace the Department's 2014 Ford Explorer, and he is waiting to hear what the trade-in value will be from the dealership. Sopkovich stated that they were only given \$500 for the last vehicle that was traded in. Kusnerak moved to approve the request. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Sopkovich announced that the Optimist Club recently held their Respect for Law ceremony at the Brunswick Recreation Center. Chief congratulated Sergeant Piekut, who was the recipient of the 2024 Law Enforcement Award.

Sopkovich stated that the Police Department has been receiving several calls about shenanigans happening within the Township. He asked that if a resident is having an issue to please call the non-emergency number 330-225-2081 promptly rather than waiting a few days. Officers are working 24 hours seven days a week and someone will be available to help.

Chief recently spoke at The Arbors to a group of approximately 50 residents regarding the various scams that are taking place, as well as providing an overview of the Police Department. Sopkovich will be doing a similar presentation at The Crossings on Wednesday, June 12th.

On June 15th, the Brunswick Hills Police Department will be assisting with the Super Kids Soap Box Derby Race.

Lastly, Sopkovich announced that the Police Department was awarded a grant in the amount of \$31,000 to upgrade the current body camera system. In addition, they also received the Medina County Drug Task Force Grant for the School Resource Officer in the amount of \$41,000.

Fire Department:

Assistant Chief Haas requested to cancel purchase order #23 for Fire Safety Services. Kusnerak motioned to approve the request. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Haas requested a new purchase order in the amount of \$13,000 payable to Phoenix Outfitters from line item 2192-220-251-0000, Uniforms, Tools & Equipment, for the purchase of turnout gear for the two new full-time members and one part-time member of the Fire Department. Nixon moved to approve the expense as requested. Kusnerak seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Haas also requested that the Board accept the resignation of Lieutenant Joe Posa and thank him for his 11 years of service to the Township. Kusnerak made a motion to accept the resignation and thank Lieutenant Posa for his 11 years. Nixon seconded, and thanked Posa for his service to the Township. Murphy – yes, and thanked the Lieutenant for his service to the Township. Kusnerak – yes. Nixon – yes. Motion carried.

Lastly, Haas recognized Firefighter Brayden Crider, who was also recognized by the Optimist Club and received their 2024 Firefighter of the Year Award.

Service Department:

Kusnerak stated that she has the contract from Crossroads Paving that needs to be signed for work to be done on Denton, Overton, Markwood, Helen, and Orchard.

TRUSTEE REPORTS:

Christina Kusnerak:

Kusnerak stated that she received an invoice from the City of Brunswick for the 4th Quarter 2023 BAT TV fees in the amount of \$24,433.04 and moved to pay the invoice. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Ryan Nixon:

None.

Trica Murphy:

Murphy reported that the Zoning Commission Board Members attended a training session conducted by the Medina County Planning Commission. The training consisted of updated zoning laws provided by Medina County Assistant Prosecutors Brian Richter and Mike Lyons.

FISCAL OFFICER:

Fiscal Officer Linda Kuenzer reported that the bank reconciliation for April, 2024 was completed.

Nixon motioned to approve payroll dated 5/28/24 in the amount of \$146,166.06. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Murphy made a motion to approve warrants dated 5/28/24 in the amount of \$61,367.00. Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to issue a purchase order to the City of Brunswick in the amount of \$24,433.04 for the 4th quarter of 2024 BAT TV. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

Murphy offered **Resolution 18-2024 Authorize Fiscal Officer to Manage All Township Investments.** Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Resolution adopted.

Murphy also offered **Resolution 19-2024 Authorize Fiscal Officer to Adjust Departmental Funds as Needed During the Fiscal Year 2024.** Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Resolution adopted.

Lastly, Murphy reported that the Township is in its fifth year of the contract with Republic Waste for trash collection. The current contract will expire on March 29, 2025. The Trustees have the option to renew the contract for a maximum of three years, one year at a time. After some discussion, which included Nixon commenting that the cost increase is very minimal, Murphy made a motion for the Board to exercise its option to renew the trash collection with Republic Waste for one year. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	June 11 at 7 PM
BZA:	June 5 at 7 PM
Zoning Commission:	June 6 at 7 PM

PUBLIC INPUT:

None.

OFF CAMERA:

Murphy motioned to go off camera at 7:20 PM for the signing of Warrants & Purchase Orders and any other business brought before the Board. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

The Board briefly discussed the structures on Township owned property, noting that the Zoning Department should measure the property lines.

Kusnerak made a motion to pay Dalitha Beck \$16.50 per hour to process the pending minutes for the Zoning Commission and the Board of Zoning Appeals. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak moved to adjourn the meeting at 8:03 PM. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Patrica Murphy, Trustee Chair

Ryan Nixon, Trustee Vice-Chair

Christina Kusnerak, Trustee

Linda Kuenzer, Fiscal Officer