

**BRUNSWICK HILLS TOWNSHIP TRUSTEES**  
**REGULAR MEETING**  
**July 23, 2024**

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, July 23, 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, Zoning Inspector Evelyn Czyz, Fire Chief Anthony Strazzo, and Service Department Foreman Cory Schultz present.

Trustee Chair Murphy called the meeting to order at 7:00 PM, and noted that the meeting was properly advertised.

**PRESENTATION:**

Bill Nassar, Vice President of the Sleepy Hollow Homeowners Association, appeared before the Board of Trustees to request that two streets in their development, that are currently private, become public and the maintenance be assumed by Brunswick Hills Township. Trustee Kusnerak explained that the Township would not be able to assume ownership of the streets unless the Sleepy Hollow HOA brings both streets up to the standard requirements of the Medina County Highway Engineer's Office. Kusnerak explained that bringing the streets up to code will be very costly, and it is for that reason that the Township will most likely not be able to assume the upkeep and maintenance of those roads. The Board listened to comments from other members of the Sleepy Hollow Development, and agreed to discuss the matter further; however, they stated that it is very unlikely that the streets will be made public due to costs.

**MINUTES:**

Murphy made a motion to approve the July 9, 2024 regular 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](http://www.brunswickhillstwp.org))

**DEPARTMENT REPORTS:**

**Zoning Department:**

Zoning Inspector Evelyn Czyz presented her report for June, 2024, and that \$710.60 was collected in permit fees. Czyz explained to the Board about the OUPS emails that she receives, and how they indicate that residents may have either began or intend to begin construction on their properties. Czyz then must research to determine whether a permit application has been received for the project. In addition, Czyz reported that she will be reviewing information for a subdivision.

**Police Department:**

None.

**Fire Department:**

Chief Strazzo stated that the Fire Department had received a nice card from Sheila Watson, who is the

coordinator for Brunswick's Fourth of July Parade. The Brunswick Hills Fire and Police Departments both participated in the parade. Strazzo reported that Sheila had put the parade together on her own and he thanked Ms. Watson for all of her hard work and efforts.

Strazzo reviewed activities from fireworks for the Fourth of July weekend. There was another close call where a trash can containing firework debris started on fire within a residential garage in a subdivision. An off-duty firefighter happened to be driving by the home and noticed the fire in the home's open garage. The firefighter stopped and used his fire extinguisher to put out the flames. The family was very fortunate in that they had no idea there was a fire happening in their garage. In another instance, Strazzo shared that a Lodi man had blown his hand off with a firework. Chief mentioned the house fire that occurred last year during the Fourth of July weekend, and although an actual cause of the fire was never determined, the overall consensus was that the fire began from a firework that had landed on the roof.

Chief Strazzo reiterated that although everyone likes to watch the spectacle of fireworks, the reality is that they are dangerous. People are being seriously injured and families are losing their homes. Strazzo was contacted by a resident, and given pieces of concrete that are contained in some of the fireworks that were being set off in the Township. Chief also shared that the Brunswick Hills Police Department had also received several complaints regarding fireworks displays within the Township, and those complaints are still being followed up on. Strazzo emphasized that everyone needs to do better with fireworks safety practices and not endangering their neighbors.

Strazzo announced that the Fire Department again received the Mission Life Line Gold Award for EMS. Chief stated that the award is due to the efforts of the Department's staff.

Also, Strazzo shared that last year, he had applied for the Ohio Ambulance Impact Grant and was pleased to announce that the Brunswick Hills Fire Department is a recipient of the funds. The grant provides retention bonuses for personnel, and \$15,225 was received, which will be distributed.

Strazzo also explained that most all of the cell phone carriers have been performing testing on their systems, and whereas previously, 9-1-1 calls from cell phones within our area would be automatically routed to the Medina County Sheriff's Department, due to GPS within the phones, they will now be directed to the dispatch center.

Lastly, Strazzo mentioned all of the challenges that have occurred from the multiple road closures, including the intersection of Substation and Center Road. Chief cautioned residents about cutting through neighborhoods and speeding on residential streets. He also reported that unfortunately, the contractor has applied for a one-week extension on the work being performed at Substation and Center Road.

Trustee Nixon congratulated Chief Strazzo on the Mission Life Line Award as well as receiving the grant money. Nixon also asked Strazzo about a safe way to collect and dispose of used fireworks. Strazzo stated that there is a rule which requires for fallout from fireworks to be cleaned up within 24 hours. The Fire Department recommends that the debris be collected the day after, and put into a tub with water and let soak for 6-8 hours before disposing of it.

### **Service Department:**

Service Department Foreman Cory Schultz announced that grinding work will begin July 24<sup>th</sup> on Helen

Avenue and Orchard Drive, then to Denton Circle, Overton Drive, and lastly to Markwood Court. Once the roads are ground down, they will be paved.

Schultz requested a Resolution for an emergency closing of Helen Avenue on July 24<sup>th</sup> for a culvert pipe replacement. The road will be closed between Orchard Drive and Grafton Road for a few hours. The road will be closed between 624 and 614 Helen Avenue, and will be opened as soon as the pipe is replaced. Trustee Kusnerak offered **Resolution 25-2024 Determining the Necessity to Close Helen Avenue for the Purpose of Culvert Repairs**. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Resolution adopted.

**TRUSTEE REPORTS:**

**Christina Kusnerak:**

None.

**Ryan Nixon:**

None.

**Trica Murphy:**

None.

**FISCAL OFFICER:**

Nixon motioned to approve payroll dated 7/23/24 in the amount of \$89,412.66. Kusnerak seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Murphy made a motion to approve warrants dated 7/23/24 in the amount of \$127,047.00, noting that a payment of \$98,318.00 to Midwest Fire Equipment & Repair Company for the Fire Tanker chassis is included in the amount. Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Fiscal Officer Kuenzer presented the Board with the following purchase order, blanket certificate, and reimbursements for approval:

- Purchase Order to Carlson Funeral Home in the amount of \$2,573 for an indigent burial.
- Blanket certificate for cell phone charges on behalf of the Police Department in the amount of \$3,500.
- Two EMT reimbursements in the amount of \$100.06 and \$200.

Murphy moved to approve the four purchase orders referenced above, as noted by the Fiscal Officer. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

**OLD BUSINESS:**

None.

## **NEW BUSINESS:**

Murphy presented an invoice to the Board from the City of Brunswick in the amount of \$81,930.54 for dispatch services, Active 9-1-1, and Code Red. Murphy stated that the invoice is currently based off of call usage, and last year, the Police Department paid 82% and the Fire Department paid 18%. Every year, there is a conflict on how to divide the cost for dispatch services. Murphy is of the opinion that because both Police and Fire utilize dispatch equally, the cost should be split 50/50. Chief Strazzo is not in agreement with a 50/50 split based on the level of information retained by the dispatch service for the two departments. Strazzo stated that the Fire Department writes their own incident reports, whereas the Police Department is dependent upon the information being retained by Dispatch. Based on this reasoning as well as the usage report for 2023, which was 21%, Strazzo believes that the Fire Department should pay 22% of the new dispatch cost. After a lengthy discussion between Board members and Chief Strazzo, it was decided that the \$79,047.04 cost for dispatch services will be paid at a 22/78 split, with the Fire Department paying 22% and the Police Department paying 78%.

Kusnerak made a motion for the Fire Department to pay \$17,390.35 and the Police Department to pay \$61,656.69 for Dispatch Services; the Township to pay \$2,600 for Code Red Services; and the Fire Department to pay \$283.50 for Access 9-1-1 Services, for a total payment to the City of Brunswick in the amount of \$81,930.54. Nixon seconded. Murphy – yes, noting that she is not in agreement with the 22/78 split for dispatch services, but also knowing that the invoice needs to be paid. Kusnerak – yes. Nixon – yes. Motion carried.

Murphy stated that on July 11, 2024, the Zoning Commission heard an application for a site development plan for an accessory building located at 607 Marks Road, known as Mr. Pools & More. As such, the Zoning Commission has made a recommendation to the Board of Trustees that they approve the site plan. Murphy stated that all of the paperwork appears to be in order, but noted that no one from Mr. Pools & More was in attendance. However, Thomas DeCastra, 358 Topaz Lane, Brunswick Hills, OH 44212 appeared before the Board of Trustees as a member of the Zoning Commission. Mr. DeCastra reported that the site plan they were given is for a standard, well-designed building and the blue prints were provided by a state certified engineer. Mr. DeCastra added that the building will be situated behind Mr. Pools & More's retail store, inside of a fenced area where only employees will have access. Based on the above, Murphy motioned to adopt **Resolution 26-2024 To Accept the Recommendation of the Zoning Commission and Approve the Site Development Plan for a New Accessory Storage Building at 607 Marks Road, Valley City, OH 44280, Permanent Parcel #001-02A-14-109 According to the Submitted Site Development Plan and Noting that the Applicant Shall Submit All Required Applications and Payment of the Required Fees for Zoning Certificates as Required by Sections 407 and 902 of the Zoning Resolution.** Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Resolution adopted.

In addition, Murphy announced that Ohio is participating in another proposed settlement in the national opioid settlement litigation. In the settlement, Kroger, a supermarket pharmacy, has agreed to pay out \$1.2 billion over 11 years after the settlement becomes effective. Murphy offered **Resolution 27-2024 To Accept the Material Terms of the Kroger Settlement Agreement Pursuant to the One Ohio Memorandum of Understanding and Consistent with the Terms of the March 22, 2024 National Opioid Settlement Agreement**, which will allow the Medina County Prosecutor's Office to act on behalf of Brunswick Hills Township in the settlement. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Resolution adopted.

**MISCELLANEOUS & CORRESPONDENCE:**

Zoning Inspector Czyz informed the Board that the copier/printer for the Zoning Office is finally in stock and will be delivered on Wednesday, July 31<sup>st</sup>.

**UPCOMING MEETINGS:** Trustees: August 13 at 7 PM  
BZA: August 7 at 7 PM  
Zoning Commission: August 1 at 7 PM

**PUBLIC INPUT:**

Mark Mucha, 2010 Baintree Court, Brunswick, OH 44212 addressed the Board. Mr. Mucha informed the Trustees that his house was hit by some of the concrete debris from fireworks, such as the pieces that Fire Chief Strazzo had discussed earlier. Mr. Mucha continued that those pieces are still sitting on his roof because it's too steep for him to retrieve them. He would like for the Trustees to reconsider the Township law that allows for fireworks to be set off as his house has been hit by debris two years in a row. Mr. Mucha thanked Chief Strazzo for the information that he provided regarding fireworks. At Trustee Nixon's request, Mr. Mucha described his development and where the fireworks are set off in relationship to his home. Strazzo then reviewed the parameters for setting off fireworks and the distances required to do so.

In addition, Mr. Mucha spoke to the Board about the property located at 2001 Baintree Court. Two variances were granted to the property owner in 2018 and work quickly began; Mr. Mucha opposed the variances at the time. Unfortunately, the property owner was completing much of the work on his own during evenings and weekends, without obtaining the proper inspections. At this point, the project has stalled, and essentially been shut down by the Medina County Engineers. The property is now sitting vacant with debris, building materials, and a trailer. All of this is located next to Mr. Mucha's home, and is an eyesore for the neighborhood. Mr. Mucha believes that granting the variances violates the Duncan Factor in that it has damaged the character of the neighborhood and adjoining properties have suffered interference by the property not being properly developed. Mr. Mucha met with Trustee Kusnerak and Zoning Inspector Czyz on July 16, 2024. Both Township Officials are in agreement that further action and a more aggressive approach need to be taken, and Mr. Mucha invites the other Township Trustees to visit the site, and see firsthand, the conditions that residents of the neighborhood are dealing with. Mr. Mucha expressed his disappointment that the property was allowed to get to this state, and is requesting that the variances granted six years ago be rescinded. He was also requesting to be kept informed of measures taken to bring the property up to code.

Patricia Wetterman, 1085 Substation Road, Brunswick, OH 44212 appeared before the Board of Trustees. Mrs. Wetterman, who is a member of the Zoning Commission, wanted to remind residents to complete the Comprehensive Land Use Survey that can be found on the Brunswick Hills Township website. They want to have as many people as possible complete the survey as it will help to guide the zoning regulations for the Township.

**OFF CAMERA:**

Murphy motioned to go off camera at 8:25 PM for the signing of Warrants & Purchase Orders and any other business brought before the Board. There will be an Executive Session off camera for the purposes of consideration of employment and to discuss discipline of a public employee. Kusnerak

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

Nixon made a motion to go into Executive Session at 8:42 PM for the purposes of consideration of employment and to discuss discipline of a public employee. Murphy seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried. The Board invited Zoning Inspector Czyz, Fiscal Officer Linda Kuenzer, and Fire Chief Strazzo to join them.

Kusnerak moved to come out of Executive Session at 10:42 PM. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

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

Kusnerak motioned to adjourn the meeting at 10:47 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