

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
January 28, 2025

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, January 28, 2025 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, Trustee Vice-Chair Ryan Nixon, Trustee Patrica Murphy, Fiscal Officer Linda Kuenzer, Zoning Inspector Daryl Lucien, Fire Chief Anthony Strazzo, Police Chief Tim Sopkovich, and Service Foreman Cory Schultz present.

Kusnerak called the meeting to order, noting that the meeting was properly advertised.

Kusnerak presented the first order of business is bid openings for the solid waste and recyclable materials. The Township received three bids.

Nixon presented the bid from Kimble Recycling and Disposal Services.

Year 1 March 30, 2025 through March 29, 2026 \$15.87 per month

Year 2 March 30, 2026 through March 29, 2027 \$16.35 per month

Year 3 March 30, 2027 through March 29, 2028 \$16.84 per month

Year 4 March 30, 2028 through March 29, 2029 \$17.34 per month

Year 5 March 30, 2029 through March 29, 2030 \$17.86 per month

With waste disposal fees of \$5.50 per month throughout, no price adjustments. Unlimited service.

Kusnerak presented the bid from Republic Services.

Year 1 March 30, 2025 through March 29, 2026 \$16.72 per month

Year 2 March 30, 2026 through March 29, 2027 \$17.48 per month

Year 3 March 30, 2027 through March 29, 2028 \$18.26 per month

Year 4 March 30, 2028 through March 29, 2029 \$19.08 per month

Year 5 March 30, 2029 through March 29, 2030 \$19.94 per month

Scale of disposal fees starting year 1 of \$5.88 per month, year 2 \$6.14 per month, year 3 \$6.42 per month, year 4 \$6.71 per month and year 5 \$7.01 per month.

With option of a three-year Year 1 at \$20.84 per month, Year 2 at \$21.78 per month and year 3 at \$22.76 per month.

Scale of disposal fees for three-year option year 1 \$7.32 per month, year 2 \$7.65 per month and year 3 \$8.00 per month. Unlimited service.

Murphy presented the bid from Rumpke Waste & Recycling Services.

Year 1 March 30, 2025 through March 29, 2026 \$15.50 per month

Year 2 March 30, 2026 through March 29, 2027 \$16.00 per month

Year 3 March 30, 2027 through March 29, 2028 \$16.52 per month

Year 4 March 30, 2028 through March 29, 2029 \$17.06 per month

Year 5 March 30, 2029 through March 29, 2030 \$17.61 per month

With waste disposal fees of year 1 \$4.53 per month, year 2 \$4.68 per month, year 3 \$4.83 per month, year 4 \$4.99 per month, year 5 \$5.15 per month. Unlimited service.

3 Year Option: year 1 \$18.18 per month collection, waste disposal fee \$5.32 per month, year 2 \$18.77 per month collection, waste disposal fee \$5.49 per month, year 3 \$19.38 per month collection, waste disposal fee \$5.67 per month.

Kusnerak stated that the trustees will announce the bidder that will be awarded the contract at the meeting on February 25, 2025. In the meantime, the packets will be sent to the Medina County Prosecutor's Office for their review. A copy will be left at the Townhall office for the public to review.

Kusnerak thanked all the companies that submitted bids.

PRESENTATION:

Chief Anthony Strazzo of the Fire Department stated there will be a presentation about a donation and a project made by Boy Scout Landon Russell who is pursuing his Eagle Scout rank.

Chief Anthony Strazzo called Boy Scout Landon Russell up and gave some information about the importance of the Eagle Scout rank. Boy Scout Landon Russell from Scout Troop 517 presented his Eagle Scout project – Bunker Gear Dry Racks. Chief Strazzo stated that the department has had a gear washer for some time. However, they currently do not have a system to dry it. They have looked at drying racks and they would cost between \$5,000 to \$10,000. Boy Scout Russell was able to get donations for all of the materials completely on his own.

Murphy offered Resolution #13-2025 for Recognition of Eagle Scout Candidate Landon Russell. Kusnerak seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Resolution adopted.

MINUTES:

Murphy moved to approve the December 10, 2024 regular meeting minutes. Nixon seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion carried.

Murphy moved to approve the December 30, 2024 regular meeting minutes. Nixon seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion carried.

Murphy moved to approve the January 6, 2025 Special Organizational meeting minutes. Kusnerak seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Nixon motioned to approve the January 6, 2025 special meeting 2 minutes for the Pre-Trash Bid Meeting. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Murphy moved to approve the January 17, 2025 regular meeting minutes. Nixon seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Zoning Inspector Daryl Lucien presented the Zoning Department report
Past 30 days 1 activity that resulted in a zoning certificate it was a lot split for a minor subdivision

Current Projects:

2 commercial

2 residential

Current violations:

2 instances of people living in RV's

Violation of a motor transport vehicle on an R1 property

Changed some procedures. All letters go out certified mail.

Investigated question about activity on North Carpenter and discovered activity is actually in the City of Brunswick.

Police Department:

None.

Fire Department:

Chief Strazzo requested a purchase order to Dex Imaging in the amount of \$8,225 From Machinery, Equipment and Furniture line item for a new printer/copier/scanner/fax machine for Station 1. Kusnerak moved to approve the purchase and for Murphy to sign the contract on behalf of the board. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Community Fire Academy starts March 19th. Call the Fire Department at 330-273-9131 to register. Class is Wednesdays 6-8pm for 5 weeks.

Thank you to Saint Ambrose. They hosted the Community Leaders Appreciation Breakfast, on January 27th, which is the start of Catholic Schools week.

Service Department:

Service Foreman Cory Schultz presented the yearly report for 2024.

TRUSTEE REPORTS:

Christina Kusnerak: None.

Ryan Nixon: None.

Trica Murphy: None.

FISCAL OFFICER:

Fiscal Officer Kuenzer presented the warrant list for \$113,545.19 dated 1/28/2025
Murphy moved to approve the warrants dated 1/28/2025 in the amount of \$113,545.19. Kusnerak seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Fiscal Officer Kuenzer presented the payroll dated 1/28/2025 for pay date 2/4/2025 \$88,578.03
Nixon motioned to approve the Payroll dated 2/4/2025 in the amount of \$88,578.03. Kusnerak seconded.
Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Fiscal Officer Kuenzer presented the following: Purchase order for Medina County Treasurer PO #69-2025 \$10,072.10. Purchase order for Medina County Emergency Management Agency PO #68-2025 \$3,958.18.

Kusnerak motioned to approve the Purchase Orders as read by the Fiscal Officer. Nixon Seconded.
Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

OLD BUSINESS: None.

NEW BUSINESS:

Murphy presented the resignation letter of the Township Administrative Assistant Sally Galanek and thanked her for her 3 years of service. Murphy moved to accept her resignation effective 1/28/2025. Nixon seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion carried.

Kusnerak presented a notice from the SPCA. Every year they send a notice regarding how many animals they pick up in the Township. Every year the Township does send a donation, usually in the amount of \$2,000.00. Kusnerak moved to create a purchase order for a contribution to the SPCA in the amount of \$2,000.00 for their help in picking up stray animals in the Township from line item Contributions to Other Organizations. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak – yes.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	2/11/2025 at 7PM
Comprehensive Land Use Meeting:	2/3/2025 at 6:30PM
BZA:	2/5/2025 – Cancelled
Zoning Commission:	2/6/2025 7PM

PUBLIC INPUT:

None.

OFF CAMERA:

Kusnerak moved to go off camera at 7:45PM for the purpose of signing Warrants, Purchase Orders and for any other business brought before the Board. There will be an Executive Session off camera to discuss Township security and Employee compensation. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to go into Executive Session at 8:10PM to discuss Township security and Employee compensation. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion Carried.

Kusnerak moved to come out of Executive Session at 9:08PM. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak noted that no action taken at this time as a result of the Executive Session.

Kusnerak moved to advertise for the Township Administrative Assistant position. Position to be 20-25 hours per week at a pay rate of \$16-\$18 per hour depending on qualifications. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes.

Kusnerak moved to adjourn at 9:17PM. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Christina Kusnerak, Trustee Chair

Ryan Nixon, Trustee Vice-Chair

Patrica Murphy, Trustee

Linda Kuenzer, Fiscal Officer