

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
December 18, 2024

The Brunswick Hills Township Board of Trustees met in special session on Wednesday, December 18, 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, Fire Chief Anthony Strazzo, Police Chief Tim Sopkovich, Zoning Inspector Daryl Lucien, and Assistant Zoning Inspector Wes Humphrey present.

Trustee Chair Murphy called the meeting to order at 4:00 PM, noting that it had been properly advertised.

DEPARTMENT REPORTS:

Zoning Department:

Murphy moved to change the office hours for the Zoning Department, which will now be 11 AM to 4 PM Monday through Friday. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Murphy made a motion that the Zoning Department will be closed on December 24, 26, and 31 in observance of the holidays. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Nixon moved to approve a purchase of a Microsoft Service Pro laptop for the Zoning Department at a cost of \$1,570.96. The purchase will come out of the 2025 budget. Murphy seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion carried.

Murphy motioned to provide a Huntington Bank credit card for the new Zoning Inspector Daryl Lucien. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Kusnerak made a motion to provide a set of keys to Lucien for the Zoning Office. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Murphy moved to approve for Lucien to attend the 2025 Ohio Township Association Conference in Columbus in January. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Police Department:

Kusnerak moved to approve a purchase order in the amount of \$3,122 payable to B&T USA for a new SWAT, MP9 SMG to replace the H&K MP5 that was purchased in 1998. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Murphy motioned to approve a purchase order for Amazon in the amount of \$1,529 for a Leica DISTRO S910 Range Laser kit. Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Nixon made a motion to approve a purchase order in the amount of \$1,599 made payable to Decked for a

drawer system for Unit #10 Chevy Silverado. Murphy seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion carried.

Murphy moved to approve a purchase order for Less Lethal, LLC in the amount of \$2,150 to purchase VKS PRO Less Lethal Pepper Ball. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Nixon motioned to approve training for Sgt. Milford in the amount of \$2,106 made payable to Shot Show Training. Kusnerak seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to accept Sergeant Sanford's resignation and thank him for his service to the Township. Murphy seconded and also thanked him for his service. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Chief Sopkovich thanked the community for their generosity providing coats, boots, hats, and gloves for needy school children.

Fire Department:

Chief Strazzo noted that the Fire Department will be having the Meet Santa event on Sunday, December 22nd from Noon to 3 PM at Station 2.

Chief Strazzo also thank those that dropped off goodies for the Fire Department.

Service Department:

None.

TRUSTEE REPORTS:

Christina Kusnerak:

None.

Ryan Nixon:

None.

Trica Murphy:

None.

FISCAL OFFICER:

Murphy motioned to approve warrants dated 12/18/24 in the amount of \$28,274.94. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Kusnerak moved to approve payroll dated 12/24/24 in the amount of \$94,859.10. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak made a motion to approve a Then & Now Purchase Order 179-2024 for the Police Department in the amount of \$3,000 to Lake County Crime Labs and P.O. 180-2024 to Huntington Bank for credit card

charges made by the police in the amount of \$726.87. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Nixon moved to approve the following end-of-year purchase orders for the Police Department.

- P.O. 181-2024 to WB Mason in the amount of \$2,677.25
- P.O. 182-2024 to Ohio Edison in the amount of \$800
- P.O. 183-2024 to Columbia Gas in the amount of \$500
- P.O. 184-2024 to Verizon in the amount of \$1,000
- P.O. 185-2024 to Medina County Sanitary Engineer in the amount of \$500

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

Kuenzer provided a proposal to the Board from Great Lakes Record Center for paper shredding in the amount of \$2,349.52.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS: Trustees: December 30 at 7 PM
BZA: January 8 at 7 PM – Org & Regular Meeting
Zoning Commission: January 9 at 7 PM – Org & Regular Meeting

PUBLIC INPUT:

None.

OFF CAMERA:

Kusnerak motioned to go into Executive Session at 4:52 PM for the purpose of discussion regarding the Police Chief's confidential and sensitive investigations. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Kusnerak moved to come out of Executive Session at 5:30 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 5:30 PM. Murphy seconded. Nixon – yes. Kusnerak – yes.

Murphy – yes. Motion carried.

Patrica Murphy, Trustee Chair

Ryan Nixon, Trustee Vice-Chair

Christina Kusnerak, Trustee

Linda Kuenzer, Fiscal Officer