

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
December 30, 2024

The Brunswick Hills Township Board of Trustees met in regular session on Monday, December 30, 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, and Zoning Inspector Daryl Lucien present.

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

The Pledge of Allegiance was recited and a moment of silence was observed for our first responders and military personnel.

PRESENTATION:

None.

MINUTES:

No minutes to approve.

DEPARTMENT REPORTS:

Zoning Department:

The Township's new Zoning Inspector, Daryl Lucien, introduced himself to the audience. Lucien reported to the Board that he will be meeting with the Medina County Assistant Prosecutor, Brian Richter, to discuss a residence located on Foscett Road. In addition, Chief Sopkovich has shared several complaints from residents regarding the property. Lucien is planning to make a visit to the Foscett Road property in conjunction with Richard Nelson of the Medina County Building Department, the Medina County Health Department, and the Brunswick Hills Township Fire Inspector Tom Spape. Lucien is also hoping to have one of the Medina County Commissioners attend with the group.

In addition, Lucien reported it was brought to his attention that a resident of one home association has constructed a building in the common area of another home association. Lucien will be consulting with Brian Richter prior to advising what action can be taken.

Murphy made a motion for the Zoning Department to be given a key to the administrative offices as there are zoning files located within the office. Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried. Nixon suggested that a few extra keys be made for the administrative office and kept in the lockbox.

Police Department:

None.

Fire Department:

None.

Service Department:

None.

TRUSTEE REPORTS:

Christina Kusnerak:

None.

Ryan Nixon:

None.

Trica Murphy:

Murphy reported that terms will expire for some members of the BZA and Zoning Commission at the end of 2024. They are:

Ron Wetterman, who currently serves on the BZA, is requesting to serve in 2025 as an alternate for a one-year term. Kusnerak moved to approve the request. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Murphy stated that there are two openings on the BZA so they are looking for Township residents to serve on the Board.

Patti Wetterman, who has served on the Zoning Commission for five years, is seeking to serve another five-year term, ending 12/31/29. Murphy motioned to approve the request. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Edward Witt and David Smerek are both currently alternate members on the Zoning Commission, and would like to serve another one-year term as alternates. Murphy made a motion to re-appoint them both to serve as alternates on the Zoning Commission. Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried. All of the Trustees joined in extending their thanks and appreciation to the Board members for their commitment to the community.

FISCAL OFFICER:

Murphy motioned to approve warrants dated 12/30/24 in the amount of \$69,758.35. Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Nixon made a motion to approve two Super Blanket Certificates, as read by the Fiscal Officer.

- Super Blanket Certificate BC #116-2024 in the amount of \$29,000 for medical/hospitalization expense on behalf of the Police Department
- Super Blanket Certificate BC #117-2024 in the amount of \$9,500 for medical/hospitalization expense on behalf of the Service Department

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

Nixon moved to approve a purchase order in the amount of \$2,668.48 made payable to Akron Uniforms for two police vests. Murphy seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion carried.

Kuenzer asked the Board about the topic of document shredding for the Township. Murphy stated that she had spoken with Chief Sopkovich, and he said that the shredding must be done on site, per privacy requirements. More discussion took place regarding the topic, and it was agreed that the subject would be discussed further at the Township Organizational Meeting on January 6th.

Murphy offered **Resolution 39-2024 Request for Advance of Taxes Collected Municipalities, School Districts, Township**. Kusnerak seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Resolution adopted.

Kuenzer advised that she ordered a Huntington Bank credit card for the Zoning Inspector.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS: Trustees:

January 6 at 11 AM – Township Org Mtg.

January 6 at 4 PM – Mandatory Rubbish Mtg.

BZA:

January 8 at 7 PM – Org & Regular Meeting

Zoning Commission: January 9 at 7 PM – Org & Regular Meeting

PUBLIC INPUT:

None.

OFF CAMERA:

Murphy motioned to go off camera at 7:19 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 Trustees wished everyone a Merry Christmas and Happy New Year!

Kusnerak motioned to adjourn the meeting at 7:37 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