

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
October 14, 2025

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, October 14, 2025 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, Trustee Vice-Chair Ryan Nixon, Trustee Patrica Murphy, Fiscal Officer Bob Roksandich, Assistant Fire Chief Tim Haas, Police Chief Tim Sopkovich, and Service Foreman Cory Schultz present.

Trustee Chair Kusnerak called the meeting to order at 7 PM, noting that the meeting was properly advertised.

PRESENTATION:

MINUTES:

Trustee Murphy moved to approve the September 23, 2025 regular meeting minutes. Kusnerak seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Trustee Nixon motioned to approve the October 3, 2025 special meeting minutes. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

None.

Trustee Kusnerak presented a recommendation from the Zoning Commission for the approval of the Zoning Map Amendment for The Caves at Bluebell/Fox Village LLC, PP# 001-02D-27-035. The Board of Trustees agreed that they would like to consult with legal counsel on this matter. The Board agreed they will wait until they hear back from legal counsel before moving forward.

Police Department:

Chief Sopkovich requested an Executive Session to interview Kyle Bachman for the position of Police Officer, part-time.

Request to purchase a Stalker Radar TDC 2 Traffic Data Collector. This will give us traffic information for the roads we put it on including speed, volume of traffic, busy traffic times, etc. Purchase order request to Stalker Radar in the amount of \$2,335.00 from account 2191-760-740-0000, Machine Equipment and Furniture. Kusnerak moved to approve the request to purchase the Stalker Radar TDC 2 Traffic Data Collector unit and for the PO to Stalker Radar in the amount of \$2,335.00. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Fire Department:

Assistant Fire Chief Tim Haas presented the report for September.

Requested approval to have Johnny O's Undercoating undercoat the fire department vehicles per quoted price of \$1,560.00 to be paid from BCs #91 and #68 Repairs and Maintenance Vehicles (EMS and Fire). Trustee Murphy moved to approve the request. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Request for PO to Star Paving in the amount of \$3,200.00 for sealing and stripping of parking lot at Fire Station 2 from account 2192-760-730-0000 Improvement to sites. Nixon moved to approve the request. Murphy seconded. Kusnerak – yes. Murphy – yes. Nixon - yes. Motion carried.

Assistant Fire Chief Haas made the following announcements:

Township Halloween Bon Fire Event October 25th 5pm to 8pm at Plum Creek Park South

Thank you to everyone that participated in the Open House and helped make it a big success.

Service Department:

Service Foreman Cory Schultz presented the monthly report for September.

Request a PO be made to Karvo Companies in the amount of \$36,750.50 for base repairs to Sleepy Hollow from line item 1000-330-390-0000 Other - Purchased Services. Nixon moved to approve the request. Murphy seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Request Trustees to sign the Medina County Engineer's Policy of Procedure For Sale of Materials. This will enable us to purchase items such as road salt through Medina County. Kusnerak offered **Resolution #34-2025** Agreement with Medina County Engineer for the Sale of Materials. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Resolution adopted.

Request approval for Spray It! for undercoating the Service department vehicles in the amount of \$1,895.00. The Zoning department vehicle will be added as well. Request approval for purchase not to exceed \$2,045.00. Purchase will come out of BC #34 for service department and from line item 1000-130-323-0130 Repairs and Maintenance for Zoning department vehicle. Nixon moved to approve the request. Murphy seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

TRUSTEE REPORTS:**Christina Kusnerak:**

None.

Ryan Nixon:

None.

Trica Murphy:

The Comprehensive Land Use Plan public meeting that was on September 30, 2025 went well. There were

about 25-30 people that participated. There will be another meeting on Monday October 20, 2025 at 6:30PM at Townhall to discuss the findings and go over how the Comprehensive Plan is looking now. Trustee Nixon stated it was great to see everyone out there participating and the target completion date is early January 2026. We are almost across the finish line on this.

FISCAL OFFICER:

Fiscal Officer Bob Roksandich requested approval for the payroll payment listing dated 10/14/2025 in the amount of \$111,843.68. Kusnerak moved to approval payroll dated 10/14/2025 in the amount of \$111,843.68. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Requested approval for the Warrant payment listing post dated 10/14/2025 in the amount of \$18,213.95. Nixon moved to approve the Warrant payment listing dated 10/14/2025 in the amount of \$18,213.95. Murphy seconded. Kusnerak noted that the biggest expense on the listing is to Lexipol LLC in the amount of \$6,250.75. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Fiscal Officer Bob Roksandich requested a **Resolution Accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor.** Nixon moved to approve **Resolution #35-2025** as read by the Fiscal Officer. Murphy seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Resolution adopted.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	10/28/2025
BZA:	11/5/2025
Zoning Commission:	11/20/2025
CLUP:	10/20/2025 @ 6:30 PM

PUBLIC INPUT:

Linda Hudson 314 Pearl Rd. Mrs. Hudson thanked everyone that participated in the Fall Foliage Tour this past weekend, that was put on by the Medina County Park District. A special thank you to all the tour hosts, along with the volunteers and the farms that opened their doors to show everyone around. Mrs. Hudson then raised a concern regarding letters received by some Brunswick Hills Township residents. These letters were either mailed or improperly placed on mailboxes without postage. These letters were from a business and some were from a candidate, both soliciting votes. One such letter was from Skyview Lodge, promoting a Sunday Liquor license. Clarification was then made that the Hudson Family, former owners of Skyview Lodge and current owners of the surrounding properties, are no longer affiliated with Skyview Lodge and do not endorse the letter or related actions. Mrs. Hudson emphasized the importance of integrity in seeking votes and urged residents to be cautious of inappropriate campaign tactics. Mrs. Hudson concluded by encouraging residents to be informed voters

and exercise their right to vote.

Thomas DeCastra 358 Topaz Lane. Mr. DeCastra wanted to make clarification that the Zoning Commission sent for approval of a site plan for The Caves at Bluebell/Fox Village. Just wanted to clarify that it was a site plan review not a zoning map amendment as was mentioned earlier.

Barb Bobula 4649 Brookstone Ct. Ms. Bobula stated she has lived in Brunswick Hills for over 30 years. She has attended the a few of the rallies for Christian Olson and would like to urge the community to come together and figure out what happened to this young man. The family has a lot of questions and they deserve answers.

Mike Gillespie 4980 Grafton Rd. Mr. Gillespie sought clarification on whether patients receiving assistance from the Brunswick Hills Township Ambulance during mutual aid responses are billed for the service in the same manner as township residents, or if Brunswick Hills Township absorbs the cost. Trustee Kusnerak confirmed that patients assisted through mutual aid are billed just like township residents.

OFF CAMERA:

Kusnerak moved to go off camera at 7:31 PM for the purpose of signing the Warrants & Purchase Orders and any other business brought before the Board. Kusnerak noted there will also be an executive session to conduct an interview. Nixon seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to go into Executive Session at 7:41 PM for the purpose of conducting an interview. Chief Sopkovich and the candidate were invited into Executive Session. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Kusnerak moved to come out of Executive session at 8:10 PM. Nixon seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Nixon moved to extend a conditional offer to Kyle Bachman as a Part-time Police Officer pending passage of the drug testing. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Murphy moved to adjourn. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Adjourned at 8:10 PM.

Christina Kusnerak, Trustee Chair

Ryan Nixon, Trustee Vice-Chair

Patrica Murphy, Trustee

Bob Roksandich, Fiscal Officer