

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
August 12, 2025

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, August 12, 2025 at Brunswick Hills Township Town Hall.

Trustee Vice-Chair Ryan Nixon, Trustee Patrica Murphy, Fiscal Officer Bob Roksandich, Zoning Inspector Daryl Lucien, Fire Chief Anthony Strazzo, and Police Chief Tim Sopkovich present.

Trustee Vice-Chair Ryan Nixon called the meeting to order at 7PM, noting that the meeting was properly advertised.

PRESENTATION:

Shannon Rine, Director Medina County Public Transit, did a presentation of a newer service offered for Medina County residents called MC Flex. He went over what services are offered to Brunswick area residents. He left brochures at Townhall for anyone that would like to learn more.

DEPARTMENT REPORTS:

Zoning Department:

None.

Police Department:

Police Chief Tim Sopkovich presented one training request for Officer Phillip Bungo to attend The FBINA Great Lakes Leadership Training. Training to be held Sept 21-26 in Niagara Falls at a cost of \$450. The hotel will be placed on the credit card. Trustee Vice-Chair Nixon moved to approve the FBINA Leadership Training for Phillip Bungo in the amount of \$450. Murphy Seconded. Murphy – yes. Nixon – yes. Motion carried.

Chief Sopkovich gave a quick update on the Axon purchases. All the body cameras are up and running. All the fleet vehicles have been installed. The department just had the new Taser instructor training. As soon as we get more of the new Tasers in the department will be transitioning all the officers to those. The last thing will be the interview room. We just received the equipment and will need a little time to get that installed.

Fire Department:

Fire Chief Anthony Strazzo gave the monthly report for July.

One training request for Nick DiSalvo to attend Fire and Emergency services Instructor I and II through a hybrid course at Cuyahoga Community College. Course fee \$600 to be paid from BC #34 Training. Murphy moved to approve the training request for FF DiSalvo. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Verbal approval received for repairs to car 29 in the amount of \$1,675 for front struts and exhaust assembly. To be paid from BC #68 Repairs and Maintenance Vehicles. As a note: Chief Strazzo and

Service Foreman Cory Schultz are working together on this and the repairs may be able to be done in house by Schultz. Nixon moved to approve the expense for the repairs to car 29 in the amount of \$1,675 and thanked the service department for working with the fire department to get that fixed a little more cost effectively. Murphy Seconded. Murphy- yes. Nixon – yes. Motion carried.

Request to close PO #38 to Fallsway Equipment and request a new PO to W.W. Williams in the amount of \$10,000 from line item 2192-220-323-0323 Repairs and Maintenance Vehicles. The Fire Chiefs of Medina County got together with W.W. Williams and negotiated special pricing for all the Medina County departments. Nixon moved to close PO #38 and open a new PO to W.W. Williams in the amount of \$10,000. Murphy seconded. Murphy – yes. Nixon – yes. Motion carried.

Chief Strazzo announced that today he submitted an application for the OTARMA More Grant in the amount of \$1,000 for Safety Equipment. This will help offset the cost of the fire helmets we just ordered.

Trustee Nixon read a letter that was received from the Ohio State Fire Marshall’s office that states the State Fire Marshall’s office feels the Brunswick Hills Fire Department does a great job enforcing the Ohio Fire Code and educating the citizens of Brunswick Hills. The letter goes on to state that Chief Strazzo does a wonderful job with his Township and the State Fire Marshall’s Office supports him 100 percent.

Service Department:

Trustee Nixon presented the service department report for the month of July.

Trustee Nixon made the following announcement:

Congratulations to Service Foreman Cory Schultz and his wife on the birth of their baby girl!

TRUSTEE REPORTS:

Christina Kusnerak:

Absent.

Ryan Nixon:

Trustee Nixon presented the quote that was received from LightHouse Solutions for updating the Township computers to Window 11. Discussion was had regarding the computers and what is really needed. Nixon moved to approve the new laptop for the Service Department and the upgrade to windows 11 for 6 computers for a total amount of \$3,350.00. Murphy seconded. Murphy – yes. Nixon – yes. Motion carried.

Regarding the Police Department, there are 10 to upgrade for \$61 each that will last for one year and then there are 6 computers that will be upgraded to Windows 11 at \$75 each for a total of \$1,800. Decision was made to have LightHouse come in for a meeting to explain the whole process and point out what computers are able to be updated and which are not. Plus, also explain the others for the rest of the Township.

Trica Murphy:

None.

FISCAL OFFICER:

Fiscal Officer Roksandich presented the Warrant Payment Listing dated 8/12/2025 in the amount of \$6,985.16. Murphy moved to approve the warrant listing dated 8/12/2025 in the amount of \$6,985.16. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Roksandich presented the request from the Police Department to close 5 BC’s and open 6 new ones plus 2 PO’s as follows:

- BC Training \$5,000
- BC Repair and Maintenance General \$4,000
- BC Repair and Maintenance Facility \$750
- BC Operating Supplies \$3,500
- BC Other Supplies and Materials for SWAT \$3,500
- BC Small Tools \$3,000
- PO Verizon Wireless for Air Cards \$1,300
- PO Mr. Tire for vehicle repairs \$3,000.

Nixon moved to approve the request to close 5 BC’s and open six new ones and the 2 PO’s as read. Murphy seconded. Murphy – yes. Nixon – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

Trustee Murphy presented the resignation letter from Cliff Kersten a member of the Board of Zoning Appeals effective August 12, 2025. Trustee Murphy would like to thank Cliff Kersten for his 16+ years of service. Murphy moved to accept the resignation of Cliff Kersten effective August 12, 2025. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Trustee Nixon presented that the Board received a resignation letter from Ed Kelly member of the Zoning Commission Board. Trustee Nixon thanked Mr. Kelly for the knowledge and education he has given the Board and the Township. The Board wishes him the best of luck with his new endeavor. Nixon moved to accept the resignation of Ed Kelly from the Zoning Commission Board effective August 12, 2025. Murphy seconded and Thanked Mr. Kelly for his service. Murphy – yes. Nixon – yes. Motion carried.

Trustee Nixon nominated Ed Witt Zoning Commission Board Alternate to be brought forward as a Full Board member on the Zoning Commission. Murphy seconded. Murphy – yes. Nixon – yes. Motion carried.

Trustee Nixon and Trustee Murphy stated there are a total of three positions open on the Board of Zoning Appeals and one on the Zoning Commission Board. If anyone is interested, please send in your application and resumes. Trustee Nixon stated we will also put something on the website and on the sign out front.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	Aug 26 th
BZA:	Sept 3 rd - Cancelled
Zoning Commission:	September 4 th

PUBLIC INPUT:

Thomas DeCastra 358 Topaz Lane. Mr. DeCastra thanked Mr. Kelly for his many years of service on the Zoning Commission. His education and training were very nice to have. Mr. DeCastra stated he would advise the Board to challenge the Townships I.T. provider on the quote they gave the Township. If your computer is compatible, the Windows 11 update is given out for free. Also, as a public entity, when it comes to procurement you have the right to look at Ohio Contracts and procure through the State to make sure you are getting the best price not necessarily from LightHouse.

Dave Goodyear 691 Pearl Rd. Mr. Goodyear praised the county transit as being “a really good outfit” and he stated they are already servicing parts of Brunswick Hills Township. Mr. Goodyear read an invitation from the Brunswick Area Historical Society for a ribbon cutting of the newly opened school house and a 25th Anniversary of Heritage Farm. The event will be on Saturday September 13, 2025 at 11am. The museum will be open until 2pm. That includes the school house, the farm house, the barn and all the sheds. Everyone is invited to join us. Any questions call the Historical Society at (330) 441-0292.

Billy Hudson 314 Pearl Rd. Mr. Hudson stated he has known Cliff Kersten for many years and he has always been a really good guy. He has been good for the Board of Zoning Appeals and he will be missed.

OFF CAMERA:

Nixon motioned to go off camera at 7:57 PM for the purpose of signing the Warrants & Purchase Orders and any other business brought before the Board. Nixon noted there will also be an executive session that they will invite Fire Chief Strazzo to join. Murphy seconded. Murphy – yes. Nixon – yes. Motion carried.

Nixon moved to go into Executive Session at 8:05 PM to discuss collective bargaining matters and invited Fire Chief Strazzo to attend the session. Murphy seconded. Murphy – yes. Nixon – yes. Motion carried.

Murphy moved to come out of Executive Session at 8:26 PM. Nixon seconded. Nixon – yes. Murphy – yes. Motion carried.

Murphy moved to retain Weston Hurd to represent the Township for Collective Bargaining Purposes and for Ryan Nixon to sign the engagement letter on behalf of the Board. Nixon seconded. Murphy – yes. Nixon – yes. Motion carried.

Nixon moved to adjourn at 8:29 PM. Murphy seconded. Murphy – yes. Nixon – yes. Motion carried.

Christina Kusnerak, Trustee Chair

Ryan Nixon, Trustee Vice-Chair

Patrica Murphy, Trustee

Bob Roksandich, Fiscal Officer