

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
November 11, 2025

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, November 11, 2025 at Brunswick Hills Township Town Hall.

Board of Trustees Chair Christina Kusnerak, Trustee Vice-Chair Ryan Nixon, Trustee Patrica Murphy, Fire Chief Anthony Strazzo, 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:

None.

MINUTES:

Trustee Murphy moved to approve the October 28, 2025 Regular Meeting minutes. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak abstained due to being absent from that meeting. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Trustee Chair Kusnerak presented an invoice from Mackin Engineering and moved to approve the payment to Mackin Engineering in the amount of \$1,100.00 from PO #123-2025. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Police Department:

Chief Sopkovich started by thanking all the Veterans for the service and sacrifices.

A couple updates, had approval for the server IT room expansion. They moved the closet out two feet. It is all done and we will be able to configure that room a lot easier now. Email approval on 11-5-2025 for Server Rack and Installation. Request PO to Lighthouse Solutions in the amount of \$3,149.21 from account 2191-760-740-0000 Machinery, Equipment, Furniture. Kusnerak moved to approve the PO request to Lighthouse Solutions in the amount of \$3,149.21. Murphy Seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Request PO to Kiesler's Police Supply in the amount of \$5,000.00 for training ammunition. Kusnerak said it is ready and when we do the Fiscal Officer's stuff we will do this PO request.

Request by Ellen Young to cash-out 80 hours of vacation time. Request to approve the additional 40 hours since 40 is already allowed per Township Policy. Kusnerak moved to approve the request. Nixon seconded. Kusnerak – yes. Murphy – yes. Nixon – yes. Motion carried.

Reminder by Police Chief Sopkovich to please drive safely. Last night we did get hit with a lot of

accidents. Remember to give plenty of distance between vehicles. Please use caution. The Grafton Hill always seems to get the slickest early and you can't tell because its black ice on there. Road crew came out and did a solid job salting the roads and we didn't have any accidents after that.

Fire Department:

Chief Strazzo started with reiterating what Chief Sopkovich said. Both departments have veterans and we are thankful for their service to the military and now also to our Township.

Chief Strazzo presented recognition to Township resident Pamela Dressel for her work advocating for residents of the Crossings to participate in the BHFD Residential Lock Box Program. To date, 92 of the 129 units in the Crossings have lock boxes installed. This wouldn't have been possible without her help. These boxes have saved time and limited the damage to doors when there has been an emergency. Pamela was not in attendance but the FD will deliver the plaque to her.

Chief Strazzo presented the department report for the month of October.

96 Runs - 56 EMS 40 Fire. YTD total 1150 runs.

Collected \$24,263.95 in EMS funds. YTD total \$198,299.12

Gave Mutual Aid 15 times Received Mutual Aid 3 times.

188.78 hours of training completed; Advanced Cardiac Life Support, Reviewed Kodiak Rescue Struts, SCBA filling and breath down drill.

We attended the Home Depot Safety Day, had our Open House, had our annual Bon Fire, attended the St Ambrose public safety recognition parade, we hosted a home school organization and gave the fire safety education, we had all of our vehicles undercoated and we had a group from the Medina County Developmental Disabilities come to the station for a tour and some fire safety.

Request approval for Chief Strazzo to attend the 2026 Ohio Fire Chiefs Winter Conference and Legislative Update on March 10-11, 2026 in Columbus. Conference fee \$150.00 plus 1 night in hotel. To be paid from Training BC. Kusnerak moved to approve the request. Murphy seconded. Kusnerak – yes. Nixon – yes. Murphy – yes. Motion carried.

Request approval for repairs to Engine 21-2 in the amount of \$2,870.61. Nixon moved to approve the repairs. Murphy seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Announcements:

Meet Santa will be December 21st from Noon until 3PM at Fire Station 2. Santa will be riding around the Township starting at 9AM. Watch the Association's Facebook page for further updates.

Chief Strazzo stated he attended the ribbon cutting for the new City of Brunswick Fire Station, it's a very nice station, very modern and very safety conscience for their firefighters. After listening to the Brunswick Fire Chief and other speakers at the ribbon cutting, it re-solidifies the need for upgraded facilities here in Brunswick Hills Township. Station 1 does not meet safety recommendations for firefighters. We don't have things as simple as a shower for decon, safe places to store EMS equipment or gear and evacuation for exhaust for a healthy work environment. Just hoping this can move to the forefront of the Township.

Chief Strazzo then asked when any amendments to the 2026 budget have to be in? Trustee Kusnerak stated the first or second week of December.

Service Department:

Service Foreman Cory Schultz started by thanking the veterans for their service.

Schultz presented the Service Department monthly report for October.

Request PO for Cargill Salt in the amount of \$50,000.00. This will come out of line item 2021-330-360-0000 Contracted Services. Nixon moved to approve the PO request and asked what the tonnage is on that. Schultz stated that it is \$56.69 per ton. Murphy seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Service Foreman Schultz gave his workers a big shout out for a job well done last night with the first snow event of the season. A special shout out to the new guy – Jacob, it was his first time by his self. Great job everyone!

TRUSTEE REPORTS:**Christina Kusnerak:**

None.

Ryan Nixon:

Working on finalizing the analysis of service provider options for us on the tech side of things. Should have the information to provide to everyone hopefully by the middle to end of next week. Also need to finish the offerings for the on-site gasoline that was discussed. So, there are two things in the works that we are going to try to get done ASAP because they will directly impact some budget items coming up very shortly.

Trica Murphy:

For the Comprehensive Land Use Plan, we had a meeting last Monday and we have another one coming up next Monday, November 17th at 6:30 PM. To go over more of the plan and hopefully get close to finishing that up.

FISCAL OFFICER:

Trustee Chair Kusnerak presented and moved to approve the following PO's:

Lighthouse Solutions PO #132-2025 in the amount of \$3,149.21

Kiesler's Police Supply PO #133-2025 in the amount of \$5,000.00

Then and Now PO #131-2025 Melway Paving in the amount of \$69,178.66

Karvo Paving PO #130-2025 in the amount of \$37,465.94

Then and Now PO #136-2025 Karvo Paving in the amount of \$400,000.00

Then and Now PO #135-2025 City of Brunswick in the amount of \$17,960.62

Nixon seconded the PO's as read by Trustee Kusnerak. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve Payroll Payment Listing dated 11/11/2025 in the amount of \$99,053.34. Nixon seconded. Murphy – yes. Kusnerak – yes. Nixon – yes. Motion carried.

Kusnerak moved to approve the Warrant Payment Listing dated 11-10-2025 & 11-12-2025 in the amount of \$135,704.98. Noting the large payments to City of Brunswick, Karvo Paving and Melway Paving. Nixon seconded. Nixon – yes. Murphy – yes. Kusnerak – yes. Motion carried.

Kusnerak moved to approve a PO to the Medina County SPCA in the amount of \$2,444.70. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak moved to approve a PO to Lighthouse Solutions in the amount of \$5,176.00. Nixon seconded. Murphy – yes. Nixon – yes. Kusnerak – yes. Motion carried.

OLD BUSINESS:

Trustee Murphy stated she had a couple residents that wanted the Board to clarify what was done about the complaint that was filed against the Fire Chief. So, to get this on record and on camera, on September 23, 2025 the Board met and made a motion as follows: “based on the review of items presented to the board in executive session from Mr. Destro and his wife, and after careful review and discussion by the board of trustees, we found no actionable cause for discipline against Fire Chief Strazzo and this closes out Mr. Destro’s complaint”. We just want to let everyone know that the complaint was closed. Hopefully that helps people understand what went on there.

NEW BUSINESS:

Nixon read an email to the Board from Township Administrative Assistant Julie Riffle as follows: “A man named PK Deaner from the NEO Disc Golf Alliance called and he would like to see if the Township is interested in a 9-hole disc golf course. The NEO Disc Golf Alliance would like to donate one in memory of a man named Manfred Boewe. Manfred was a township resident and small business owner. His family still lives in the township on Chaney Dr. Manfred passed away 2 years ago at the age of 45. He was an avid disc golfer and member of the NEO Disc Golf Alliance. I asked PK what is needed for something like that. He stated a park area, with a parking lot, and the space required is usually 10-20 acres. His contact info is below if you are interested in talking to him.” After some discussion the Board made the decision that the Township is not ready to take on something like that currently. Maybe in a few years, once the new administrative facility is built there will be room on that property for it and it could be entertained at that point.

MISCELLANEOUS & CORRESPONDENCE:

Reminder to the Township that we will have a couple positions open on our Zoning Commission and our BZA boards. If this is something that interests you, you can email any of us, fill out an application and we will be happy to talk to you. Applications are on the Township website or you can stop in and see Julie, she will be happy to give you one. We have positions for regular Board and alternates as well. If you are interested in getting involved in the community, this is a great way to start.

UPCOMING MEETINGS:

Trustees:	Nov 25 th
BZA:	Dec 3 rd - Cancelled
Zoning Commission:	Nov. 20 th
CLUP:	Nov 17 th @ 6:30
Special Trustee Mtg:	Nov 24 th @ 10AM – Executive Session

PUBLIC INPUT:

None.

OFF CAMERA:

Kusnerak moved to go off camera at 7:40 PM for the purpose of signing the Warrants & Purchase Orders and any other business brought before the Board. Nixon seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Motion carried.

Kusnerak moved to adjourn. Murphy seconded. Nixon – yes. Kusnerak – yes. Murphy – yes. Adjourned at 7:59 PM.

Christina Kusnerak, Trustee Chair

Ryan Nixon, Trustee Vice-Chair

Patrica Murphy, Trustee

Bob Roksandich, Fiscal Officer