

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
February 10, 2026

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, February 10, 2026, at Brunswick Hills Township Town Hall.

Board of Trustees Chair Ryan Nixon, Trustee Vice-Chair Thomas DeCastra, Trustee Tony Destro, Fiscal Officer Bob Roksandich, Assistant Zoning Inspector Wes Humphrey, Interim Fire Chief Tim Haas, and Service Foreman Cory Schultz present.

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

PRESENTATION:

None.

MINUTES:

Trustee Nixon moved to approve the 10-14-2025 Special Meeting Minutes. Trustee DeCastra seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee Nixon moved to approve the 12-23-2025 Regular Meeting Minutes. Trustee Destro seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee Nixon moved to approve the 12-30-2025 Special Meeting Minutes. Trustee DeCastra seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee Nixon moved to approve the 12-30-2025 Public Hearing Meeting Minutes. Trustee DeCastra seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee Nixon moved to approve the 1-13-2026 Regular Meeting Minutes. Trustee Destro seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee Destro moved to approve the 1-19-2026 Regular Meeting Minutes. Trustee Nixon seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee Destro moved to approve the 2-2-2026 Special Meeting Minutes. Trustee DeCastra seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Assistant Zoning Inspector Wes Humphrey stated that he and Zoning Inspector Daryl Lucien are working on updating all of the Zoning applications and Daryl is working with some potential commercial activity.

Police Department:

None. Trustee Nixon wished Chief Tim Sopkovich safe travels and a successful mission trip in Cambodia.

Fire Department:

Trustee Nixon presented the monthly report for January.

On February 8th, 9th, and 10th, there will be joint ice rescue training with the City of Brunswick Fire at Brunswick Lake

Service Department:

Service Foreman Cory Schultz presented the monthly report for January.

TRUSTEE REPORTS:

Ryan Nixon:

Earlier in our Work Session there was a discussion about the Medina County Land Bank. They have an opening on their board. We had a discussion about an appropriate candidate(s). We will be discussing that further as we go but we need to have a decision by the end of this month.

Trustee Nixon presented that the Township has a proposal from Landmark for a fuel station for the Township vehicles. The fuel station equals about 30-33% savings over retail fuel for our departments. Looking at our consumption over the years, that equates to about a \$30,000-\$40,000 savings in fuel costs. I would like to identify a place where we can put this. We don't necessarily have to do it in conjunction with building new offices or anything on new land. I think this is a project we can take on and start reaping the benefits of these savings right from the get-go. So, my question to the rest of the Board is A.) your thoughts on doing this? And B.) If we were to move forward, what are your thoughts on where we would like to see it? When Cory and I were working on this previously, we did discuss putting it on our property that we are sub-leasing right now. The problem with that is the contact for that at the real estate department for the landowner is utterly non-responsive. I can't get a go or no go from this person.

Foreman Cory Schultz stated the good part about if we put it where the service department is located right now, we could keep it there but we can also just move the tanks if we want to put it on the new property eventually. They are portable. Trustee Nixon stated the hard costs for us, regardless of where we put it, are going to be the concrete slab and running the electrical. Foreman Cory Schultz stated the quote includes our service department doing all the work in house.

Trustee Nixon stated he will send all the documents from Landmark to the rest of the Board, and they can discuss it at the next meeting.

Trustee DeCastras asked for a copy of the property lease. Cory Schultz said he has it and will send it to the Board. We have the lease for another 50-60 years.

Trustee Destro stated the tanks are not permanent, they are temporary. Trustee Nixon stated I liked the idea of having it at the service department.

Thomas DeCastras:

Presented **Resolution 27-2026** RESOLUTION TO ESTABLISH THE COMPREHENSIVE PLAN FOR BRUNSWICK HILLS TOWNSHIP. Brunswick Hills Township shall adopt the new Comprehensive Plans dated 2026 and prepared with assistance by Makin Engineering and Consulting as of the date this

resolution is adopted by the Board of Trustees. Trustee Nixon seconded the motion. He also thanked everyone that had anything to do with the creation of the Comprehensive Land Use Plan, that includes this entire board, members of the Zoning Commission, Board of Zoning Appeals, the Hudson's, The Wetterman's and the public. Mackin Engineering commented that we were one of the most highly attended public hearing for a comprehensive plan that they have seen. Destro – yes. DeCastra – yes. Nixon – yes. Resolution adopted. Trustee Nixon stated that for the next steps, we have to get the final copy on our website, deliver copies to our surrounding communities, and provide it to the planning commission. Trustee DeCastra stated the goal going forward would be to update that every 5 years to keep it relevant.

Trustee DeCastra gave a quick update on the Zoning Map. It is still with the Planning Commission; they are going through all the data. But there is a pause on that because for the next steps we have to figure out the Zoning Map Amendment. We have an applicant. I reached out to Brian Richter, because we missed the deadline. His response was to do the whole process over. But there is only one change in the zoning Commission since last time, myself to Trustee, so we know the outcome would be the same. So with that, I suggest we forego the advice of counsel and just schedule the next public hearing, following all ORC requirements. That way we can get that scheduled and move forward with the decision we want to make on this. Trustee Nixon asked if when we send the notifications out for the public hearing we mark it as second notice, to see if it attracts anyone to this? Trustee DeCastra stated considering who the neighbors are, I don't see any more showing up. I think we go ahead with the public hearing with the applicant here, so we can asked any questions about it. We should send the letter certified so we have proof of notification and also rely on our Zoning department to make sure the attorney has been notified also. Public Hearing is set for March 10th at 5:30 PM.

Trustee DeCastra presented an update on the Nuisance properties and a letter that was drafted by Zoning Inspector Daryl Lucien. Trustee DeCastra stated he is in disagreement with this letter. Trustee DeCastra stated he talked with the Prosecutor's office and learned that the appropriate way for us to manage a nuisance property is to document everything. We will need to get new pictures. Then send a letter notifying them they are in violation of the zoning resolution. Just the zoning resolutions, not the ORC, yet. Then giving them a time frame in which to fix that. If after that time frame, it is not completed, then the next step is to hold a public meeting to discuss the property and decide if we want to enact ORC §505.87. We then pass a resolution to enact ORC §505.87. It is advised that we notify the property owner that we are having a public meeting to discuss if we want to enact ORC §505.87, to give them an opportunity to show up. ORC §505.87 basically states you have 30 days to clean it up, if you don't then we can go in, clean it up and place a lien against your property taxes.

Trustee Destro stated that the trailer and other things on the property would have value and wouldn't fall under refuse if it went to court. It might have to go under the other longer process for violation to our resolution not the ORC §505.87 which is mainly for debris and refuse. Trustee Nixon stated from what I understand due to the time it has been on that property I don't know that you could call it anything of value. You might even consider it abandoned. Trustee DeCastra stated there is a junk vehicle ordinance that we could enact but it has to be an actual vehicle, a trailer is not a vehicle. Trustee Destro asked if §505.87 is the one that you don't have to go through a court process. Trustee DeCastra stated that none of these have court processes. The prosecutor says do step one, which is the zoning violation first, step 2 let them know you are having a public hearing about their property and step three go through the ORC. Making sure to document that you have given them as much opportunity as possible should they sue the Township.

Trustee Nixon asked Assistant Zoning Inspector Wes Humphrey if he knows how many letters have been

sent to this property owner. Wes stated he has a very large file of letters, pictures etc that have all been sent. Letters have been returned. The owners move around. Trustee Nixon stated obviously I'm all about doing it by the book but a good portion of that book has already been done. I'm not sure what kind of response you're looking to get. It seems to be a shell game. Trustee DeCastras stated I'm not looking to get a response, I'm just saying these steps are a cya. Trustee Nixon asked if what the Zoning Department has already done, does that not satisfy those steps? Trustee DeCastras just stated if you're going down that path send a new letter.

Trustee Nixon stated I will support this again even though it is a little bit repetitive. Daryl and Wes have been sending these letters certified three times. Let's continue with that process. I think we owe it to that community to get this cleaned up by early spring. If we take an action now we there is no reason we can't have an actionable item by early April. Let's just get it done.

Trustee DeCastras stated he will work with Daryl to come up with the appropriate letter for the first one. From a Zoning Resolution how many days do we want to give them to clean it up? Trustee Nixon stated I think this has been going on so long, 7 days seems appropriate. Trustee DeCastras stated we are sending them a letter to say they are in violation of zoning resolution and then sending a letter to state we are having a public meeting to discuss your property that might include enacting ORC §505.87. Trustee Nixon stated lets send those at the same time. Trustee DeCastras stated I will work to get those drafted and also make sure that the Prosector is comfortable with everything we are doing. Because if it would go to court they have to protect us. And we will keep moving this one forward.

Tony Destro

Today in the work session we had a discussion about hiring a new Fire Chief. Soon you will be hearing from us. I will be contacting some of the local fire chief's around here. I'll be getting their advice and see if they would be interested in helping us hire a new chief. I'm going to try to put a board together of some local guys and that should be coming up soon. Trustee Nixon stated to add to that a request was made of Tony to sit down and talk to our Interim Chief Tim Haas about the applications that were submitted for Fire inspector. The goal would be to have your report in our hands within the next couple weeks. And then bring in a round of interviews for the first meeting in March. Hopefully, extend an offer of employment by the end of March.

Fiscal Officer Bob Roksandich asked if the intention is to make the Fire Chief a full-time position or keep it as part-time. Trustee Nixon stated that it was discussed at the work session and we were pretty much in agreement to make it a full-time position.

Trustee Destro gave an update as to why the decision was made to go with the board of local fire chiefs to help us in the search for a new chief. The reason was because the cost of having the Ohio Fire Chief's association help with the search is just too high. The local people will most likely know the applicants also.

FISCAL OFFICER:

Request approval of Warrant Payment Listing dated 2-10-2026 in the amount of \$128,452.55. Life Force Management \$2,384.88, Cargill Salt \$22,902.00, Medina County TRT \$5,821.92, Pro-Vision \$12,900.00, Rapid Wrench and Lube \$2,177.90 and Amazon \$2,754.05. Nixon moved to approve the Warrant List dated 2-10-2026 in the amount of \$128,452.55. Trustee Destro seconded the motion. DeCastras – yes. Destro – yes. Nixon – yes. Motion carried.

Trustee Nixon moved to approve the Invoice and PO Request for Ohio 811 Invoice in the amount of \$1,531.21. Noting it was talked about in a previous meeting but never vote on. Destro seconded the motion. DeCastras – yes. Destro – yes. Nixon – yes. Motion carried.

Request PO approval for Medina County Storm Water Program Fee in the amount of \$1,800.00. Nixon moved to approve PO request for the Medina County Storm Water Program Fee in the amount of \$1,800.00. DeCastra seconded the motion. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Discussion was made about payroll and when it should be approved during the period that meeting weeks and payroll weeks do not align.

Discussion was made about the final pay for the Fire Chief Anthony Strazzo. He was a salaried part time employee, not hourly. The last week he only worked two days and was paid based on that. Trustee Nixon and DeCastra were in agreement.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	2-24-2026
BZA:	3-4-2026
Zoning Commission:	3-5-2026

PUBLIC INPUT:

Vell Brkovic 2100 Pearl Road. 4296 Foskett Road. I just wanted to bring to your attention that Brunswick Hills does not have their own tow rotation, we have to rely on the City and follow their rules. We run our own Fire Department, our own Police Department, a service department, a tow rotation is something simple to run. Done correctly it opens up roads immediately, instead of waiting an hour for a tow truck to show up. I just wanted to bring that to your attention to see if the Police Chief or the Fire Department or however you want to run wants to look into creating your own tow rotation. We have two tow companies in the township. We shouldn't be using companies from Montville or other places to cover the Hills. We have Heidi's towing. I've known those guys for years. They are second to none in towing and recovery. There is a new guy that I leased my property to that has 8 years of experience in catastrophe recovery. We have two very qualified companies here and I think you should look into it. Trustee Nixon asked what the name of the second company is. Mr. Brkovic stated it is Medina Towing. Trustee DeCastra asked Mr. Brkovic to educate him on a tow rotation. Mr. Brkovic stated it is a handful of companies that are approved and chosen to work with the Police Department and Fire Department. Then whenever there is an accident dispatch calls the first one on the list, then the next accident goes down the list to the next company and so forth. Those companies respond to accidents or arrests and things like that. Keeping it local is important because you get the fastest response and the quickest road clean up. We are lucky that we have these companies. Most townships out here don't have a towing company. Trustee Nixon state so basically a preferred vendor list. Trustee Destro stated right now I assume it goes through dispatch and through Brunswick because that's where our dispatch goes through. Mr. Brkovic stated yeah but that is just a sheet of paper at dispatch. Trustee Destro asked Mr. Brkovic if

he had talked to Chief Sopkovich about it. He stated no but did talk to an officer that stated he had waited almost an hour and a half for a tow truck to get the job done. Trustee Destro asked about the size of the tow trucks that the companies in the Township have. Trustee Nixon stated that when Chief Sopkovich gets back he will speak with him. It's a service we use regardless and if we can do something to support the local Township businesses. I don't see why we wouldn't consider doing this. After Chief Sopkovich gets back and I talk to him, we can talk again. Mr. Brkovic stated if the Township needs help with organizing it or the policies, he will help with that. Trustee Nixon asked Mr. Brkovic to email him something he has used in the past just so that he had a frame of reference. FO Bob Roksandich asked, is the cost just based on usage or is there any kind of retainer to have these preferred companies? Mr. Brkovic stated no its all handled by insurance or self-pay. Trustee Destro asked about fees for towing and if it was a controlled set amount in Ohio. Mr. Brkovic stated no, all accidents in Ohio are not a controlled amount. The only thing controlled in the state of Ohio is if someone illegally parks somewhere and the establishment calls a tow truck. There is a certain fee you're allowed to charge for that. How it works out here is as long as everyone is within reason of everyone else's prices then everyone is good. That's how they have done it for years. Trustee Nixon stated if you could send me your document we can connect again in two weeks or so once Chief Sopkovich is back. It makes sense, if we can support local companies then that's important to us.

Assistant Zoning Inspector Wes Humphrey asked if the Board had given any more thought about meeting with Mr. Slagter and the developer for Fox Village that made a presentation at a meeting a couple weeks ago. Trustee DeCastra stated that Daryl had reached out to him and wanted to organize a meeting with Mr. Slagter, the developer, and him. Trustee DeCastra stated he can't meet until March and Daryl said that it is fine he will get it organized.

Billy Hudson 314 Pearl Rd. This gentleman, Mr. Brkovic was towing trucks back when I first came on as the road foreman. His company did an awful good job for Brunswick Hills. I can remember many times on Township roads we had people in ditches and he was there quickly. Thank you.

Dave Goodyear. 691 Pearl Rd. I would like the three of you, because you are our elected officials, to consider what this gentleman has said. In my years of experience, I have had to wait around for a tow truck. In emergency conditions, for the safety and the good of the public please do something like this. There are other good wreckers around, Seville has one but don't do it if I'm in the ditch (laughter).

OFF CAMERA:

Nixon moves to go off camera at 7:58 PM for the purpose of signing warrants and purchase orders and any other business we may have forgotten. DeCastra seconded the motion. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee Nixon stated no executive session tonight. However, referring to a previous executive session where no action was taken. The Board is officially closing out a complaint that was filed against a firefighter. With notes of no action taken, complaint dismissed.

Nixon moves to adjourn. DeCastra seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Adjourned at 8:13 PM.



Ryan Nixon, Trustee Chair



Thomas DeCastra, Trustee Vice-Chair

Tony Destro, Trustee

Bob Roksandich, Fiscal Officer