

Brunswick Hills Township

Trustee Work Session Minutes

Date: April 28, 2026

Time: 6:03 PM

Adjournment: 6:50 PM

Location: Brunswick Hills Townhall

Call to Order

Trustee Nixon called the meeting to order at 6:03 PM and noted that the meeting was properly advertised.

1. Dispensary Opportunity

Discussion

Trustee DeCastra reported that **Green Thumb Industries** has expressed interest in locating a dispensary within Brunswick Hills Township, contingent upon local zoning approval. The proposed location under discussion is a privately owned commercial property on Pearl Road, near the Sleepy Hollow intersection. Trustees discussed the site's advantages including; Existing commercial structure suitable for renovation, adequate acreage for parking and potential drive-through access and commercial frontage and accessibility. Trustee DeCastra invited Green Thumb Industries to do a public presentation at the May 12th Regular Trustee meeting. Trustees acknowledged significant expected public interest and anticipated both support and opposition. Discussion included preliminary revenue estimates suggesting substantial annual tax revenue potential if state law remains unchanged. Trustees discussed that any future tax revenue generated from a dispensary could potentially offset township operating costs, reduce pressure for future levies, Support safety-service related expenses. Trustees emphasized that no commitment should be made regarding allocation of future revenues at this time. Discussion centered on framing potential benefits as taxpayer relief rather than earmarking funds prematurely.

Action Items

- Trustee DeCastra to coordinate presentation details with Green Thumb Industries.
- Presentation format to include brief overview followed by public Q&A.
- Township to publicly post meeting notice widely across communication channels.

2. Administrative Follow-up

Discussion

Trustee DeCastra gave the following updates on his on-going projects:

- Township website information needs forwarded to Bob for the PO to be made
- OTA memberships materials are still outstanding
- Employee manual draft needs reviewed
- Credit card policy comments still need reviewed

Action Items

Finish outstanding items when possible.

3. Public Records Request

Discussion

Trustees reviewed recent public records requests relating to Fox Village. One records request was completed. Another broad request dating back to 2005 lacks specificity. Discussion was had about allowing the requester an appointment-based in-person record review for the files due to scope and uncertainty regarding requested materials.

Action Items

Trustee DeCastra to communicate with the requester to set up an appointment for the person to come in and look through the records.

4. Mutual Aid Given to City of Brunswick Fire

Discussion

Trustee Nixon stated he emailed Interim Fire Chief Haas and asked for a 5 year over year for mutual aid we have given to Brunswick. There was a software changeover during that period, so Chief Haas had to go back and get some of the data from the old

software provider. He is still working on that. Trustee Nixon stated he does not want to sign the Mutual Aid agreement yet. He wants to see the numbers before moving forward.

Action Items

Review numbers before signing mutual aid agreement.

5. Dispatch Services

Discussion

Trustees discussed evaluating the dispatch service costs currently paid through the general fund to the City of Brunswick versus contracting with the county for dispatch services. Trustee DeCastra stated that all the Townships in the county use the county dispatch. Also, when he and Trustee Destro toured the County Dispatch facility they had very modernized equipment. Trustee Destro stated we should make sure there won't be any impact on the fire and police departments.

Action Items

Trustee Destro to reach out to Sheriff Grice to get the pertinent information and then report back to the Board.

6. OTARMA

Discussion

Trustees discussed the Township insurance premium allocation among departments. Concern was raised that all insurance costs should not be paid from the general fund. Trustees discussed developing formulas to proportionally allocate insurance expenses according to departmental assets and liability exposure.

Action Items

Trustee Nixon to invite OTARMA representative to meet with Trustees for policy review and education.

Review premium allocation methodology for future budgeting.

7. Cybersecurity Training

Discussion

Trustee DeCastra stated that the State provided cybersecurity training approval remains pending. Once approved all employees will participate at an appropriate level for their respective job duties. Quarterly business review meetings with Lighthouse are also under consideration.

Action Items

Await state approval for cybersecurity training rollout

8. Conservation Easement

Discussion

Trustees discussed the Conservation easement with Western Reserve Conservatory. Discussion was had regarding conservation easement enforcement obligations in affected neighborhoods. Trustees noted the need for balanced enforcement and community education.

Action Items

Trustee DeCastra to initiate resident outreach and education regarding conservation easement boundaries and compliance expectations.

9. Bureau of Worker's Compensation

Discussion

Trustees reviewed the township's worker's compensation reporting policy from 2022. Several language updates were identified.

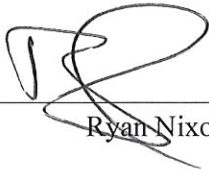
Action Items

Draft updated BWC reporting policy language for review.

Adjournment

Trustee Nixon moved to adjourn. Seconded by Trustee DeCastra. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Work Session adjourned at 6:50 PM.



Ryan Nixon, Trustee Chair



Thomas DeCastra, Trustee Vice-Chair



Tony Destro, Trustee



Bob Roksandich, Fiscal Officer