

Brunswick Hills Township

Trustee Work Session

Date: 5/12/2026

Time: 6:00 PM

Location: Brunswick Hills Townhall

Call to Order

Trustee Nixon called the Brunswick Hills Township Trustee Work Session to order at 6:00 PM.

1. LIGHTHOUSE QBR / IT & CYBERSECURITY

Discussion

Trustees discussed scheduling a Quarterly Business Review (QBR) meeting with Lighthouse to review current IT services, cybersecurity measures, contract specifics, ticket details/history, infrastructure planning with equipment replacement schedules. To potentially receive better service and some cost savings.

Action Items

Trustee DeCastra will coordinate scheduling QBR with Lighthouse representatives potentially the week of June 15th

2. FRONTIER RESTORATION CONCERNS

Discussion

Trustees discussed resident concerns regarding damage caused by Frontier utility work, including sidewalks, lawns, and concrete surfaces. Trustees discussed obtaining resident documentation and photographs regarding damages.

Action Items

Trustee Destro will obtain copies of resident correspondence and documentation regarding damages.

3. CONSERVATION EASEMENT ENFORCEMENT

Discussion

Trustees discussed conservation easement violations and encroachments on Township-owned property, including mowing, dumping yard waste, dumping debris, pools, structures, and other encroachments. Discussion included resident notification procedures, education efforts, documentation, enforcement options, and potential cleanup timelines. Trustees and staff discussed Township mowing responsibilities and maintenance of Township-owned parcels and easements.

Action Items

Trustee DeCastra will draft resident notification letters and coordinate review with legal counsel prior to distribution.

4. INSURANCE POLICY REVIEW

Discussion

Trustees discussed scheduling a future meeting with the Township insurance representative to review current insurance policies and coverage.

Action Items

Trustee Nixon to reach out to Wendy to schedule a discussion.

5. CYBERSECURITY TRAINING

Discussion

Trustee DeCastra reported upcoming cybersecurity compliance and training coordination with a state-supported organization.

Action Items

Trustee DeCastra will continue coordination efforts regarding compliance training.

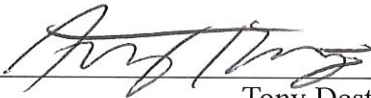
Trustee Nixon moved to adjourn. Seconded by Trustee DeCastra. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Adjourned at 6:25 PM.



Ryan Nixon, Trustee Chair

Thomas DeCastra, Trustee Vice-Chair



Tony Destro, Trustee

Bob Roksandich, Fiscal Officer