

BRUNSWICK HILLS TOWNSHIP TRUSTEES
REGULAR MEETING
August 11, 2026

The Brunswick Hills Township Board of Trustees met in regular session on Tuesday, August 11, 2026, at Brunswick Hills Township Town Hall.

Board of Trustees Chair Ryan Nixon, Trustee Vice-Chair Thomas DeCastra, Trustee Tony Destro, Assistant Zoning Inspector Wes Humphrey, Interim Fire Chief Tim Haas, Police Chief Tim Sopkovich, 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:

Melissa Augustine from the Medina County Board of Elections made a presentation calling for volunteers to work the polls on the November 3, 2026, election. Posters and other items were left at Townhall for anyone interested. More information can be found on their website <https://www.boe.ohio.gov/medina/election-info/election-workers/>, as well as their Facebook page.

MINUTES:

R. Nixon moved to approve the July 28, 2026, Work Session minutes. T. Destro seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

R. Nixon moved to approve the July 28, 2026, Regular Meeting minutes. T. Destro seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

R. Nixon moved to approve the August 1, 2026, Special Meeting minutes – Fire Chief Interviews. T. Destro seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

R. Nixon moved to approve the August 1, 2026, Special Meeting minutes. T. Destro seconded. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

DEPARTMENT REPORTS:

Zoning Department:

Assistant Zoning Inspector Wes Hunnphrey presented the monthly report for July. Total for July was 12 permits issued and \$1,669.48 collected. Next report is a year-to-date report. Total of 76 permits were issued and \$12,283.76 collected.

Trustee DeCastra stated that the Medina County Planning Services will be hosting a training for zoning inspectors, zoning commission and BZA members on nuisance properties. Wes and some of the zoning commission members will be attending that training.

Police Department:

Police Chief Tim Sopkovich stated unfortunately he had to rescind his request for an executive session. The applicant accepted a position with another jurisdiction. Chief Sopkovich reported on the current shortage of police officers nationwide and noted that competition among jurisdictions for qualified officers is increasing. He stated that compensation and benefits will be important considerations for the Township in recruiting and retaining officers in the future. Chief Sopkovich announced that the Brunswick Hills Police Association will offer two \$500 scholarships through the Medina County Career Center to students enrolled in the Law Enforcement program. One scholarship will be available to a junior and one to a senior. The scholarships are intended to encourage young people to pursue careers in law enforcement. Interested students may contact me at the police department 330-273-3722 or by email tsopkovich@brunswickhillspolice.com.

Request approval to purchase and a PO to RECON Power Bikes for to purchase a Recon Power Bike Interceptor police-model electric-assist bicycle for \$4,996.00, to be paid from the new vehicle line item, account code 2191-760-750-0000.. Trustee Nixon moved for approval of the PO and purchase in the amount of \$4,996.00. Trustee DeCastras seconded the motion. Destro -yes. DeCastras – yes. Nixon – yes. Motion carried.

Chief Sopkovich also announced plans for a future bicycle safety course to be conducted by School Resource Officer Jared Dressler and Sergeant Piekut. The course will address bicycle and e-bike safety, applicable laws, and safe riding practices. The Police Association is also seeking donations of certified bicycle helmets for the program. Donations can be dropped off at the Police Department. Trustee Nixon stated he would like to thank the police department for doing this. It seems like every time you turn on the news there is something that is not good revolving around e-bikes. It starts with education and I'm glad the Township Police is going to start that.

Request approval to purchase a new SRO computer laptop from Lighthouse for the amount of \$1,661.60 from account Small Tools and Minor Equipment, 2191-210-430-0000. Trustee Nixon moved for approval of the PO and purchase of Laptop from Lighthouse in the amount of \$1,661.60 from account 2191-210-430-0000. Trustee DeCastras seconded the motion. Destro – yes. DeCastras – yes. Nixon – yes. Motion carried.

Chief Sopkovich cautioned residents to be alert for deer while driving throughout the Township. He reported an increase in vehicle-deer accidents, which he attributed in part to ongoing construction and development pushing deer out of their normal wooded areas. He noted that he was involved in a deer collision during daylight hours the previous week and encouraged motorists to exercise caution while driving.

Fire Department:

Interim Fire Chief Tim Haas presented the monthly report for July.

Chief Haas requested approval for the annual preventive maintenance on Squad 27-1 in the amount of \$805.01, to be paid from PO 29. The preventive maintenance inspection also identified the need for replacement of both wheel bearings, a wheel alignment, and replacement of the steering axle shocks, at a cost of \$2,601.92, to be paid from account 2192-220-323-0323 for vehicle repairs and maintenance. Trustee Destro moved to approve the repairs and maintenance to squad 27-1. Trustee Nixon seconded the

motion. DeCastra – yes. Destro – yes. Nixon – yes. Motion carried.

Chief Haas requested the Trustees accept the resignations of firefighters Steven Koehl and Garrett Rivett. Chief Haas explained that Mr. Koehl had accepted new employment and was unable to maintain the required minimums, and that Mr. Rivett's resignation was due to family obligations. Both were reported to have been good employees and were leaving in good standing. Trustee Destro moved to accept the resignations of FF's Koehl and Rivett. Trustee Nixon seconded the motion and thanked both of them for their service to the community. DeCastra – yes. Destro – yes. Nixon – yes. Motion carried.

Service Department:

Service Foreman Cory Schultz presented the monthly report for July.

Requested a resolution for participation in OPWC funding. Trustee Nixon presented and moved for adoption of **Resolution 49-2026 A RESOLUTION AUTHORIZING BRUNSWICK HILLS TOWNSHIP TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED.** Trustee DeCastra seconded the motion. Destro – yes. DeCastra – yes. Nixon – yes. Resolution adopted.

Foreman Schultz proposed holding Township cleanup/dumpster days in the fall rather than the spring. The proposed dates are **Friday, October 9, and Saturday, October 10, from 8:00 a.m. to 2:00 p.m.** Albrecht Trucking for garbage dumpsters.

- \$150 to drop the dumpsters.
- \$350 to haul to the dump and back.
- These are 30-40 yard dumpsters.
- Will run on Saturday the 10th if needed.
- We, the township will still have to pay for the disposal of the materials which would come right from Medina County Solid Waste, but we do receive a discounted rate for \$50 a ton.
- Reeds salvage for scrap dumpsters.
 - They drop off and pick up then cut the township a check for the scrap hauled in.
- Items that cannot be brought to dumpster days are: bricks, blocks, concrete, construction material, lumber, paint, tires, appliances with freon, yard waste.
- Items that can be brought to dumpster days are: furniture; rolled and tied old carpet and carpet padding; large toys, bagged clothes, fabrics, small toys or other small household items, scrap materials (steel, aluminum, copper, brass, etc.) car/ tractor batteries.
- Must show a valid ID proving you live in the township.

Trustee Nixon moved to approve the request to hold Township Cleanup/Dumpster Days on October 9-10, 2026 and a PO to Albrecht Trucking not to exceed \$5,000.00. Trustee Destro seconded the motion. DeCastra - yes. Destro – yes. Nixon – yes. Motion carried.

Presented the quote from Next Gen Mechanical to repair one of the A/C units at Townhall. Trustee Nixon moved to approve the repair and a PO to Next Gen Mechanical in the amount of \$7,700. Trustee Destro seconded the motion. DeCastra – yes. Destro – yes. Nixon – yes. Motion carried.

PUBLIC COMMENT FOR DEPARTMENT HEADS

Patricia Wetterman, 1085 Substation Rd., asked Foreman Schultz how residents could volunteer to assist with Township Cleanup/Dumpster Days? Foreman Schultz stated that interested residents could contact him to be scheduled. Call the service garage to sign up 330-220-4784.

TRUSTEE REPORTS:

Ryan Nixon:

Trustee Nixon reported that the Township had finally received approval from FirstEnergy to proceed with installation of fuel tanks at the Service Department on the property currently leased by the Township, provided that the fuel tanks and concrete pad are located at least 15 feet from the power line right-of-way. Trustee Nixon stated that Foreman Schultz had reviewed an aerial view of the property and identified a potential location for the tanks. The proposed location will be presented and discussed at the next meeting. The Township must provide FirstEnergy with the exact proposed location before proceeding. Trustees also anticipate discussing a potential agreement with Landmark for the fuel tanks, as well as final plans for the concrete pad and the electrical work. Trustees stated that the project is expected to provide significant savings to the Township, with an estimated fuel-cost savings of approximately **\$50,000**. Trustee DeCastra explained that the Township leases the Service Department property from FirstEnergy under a long-term lease entered into in the late 1980s at a rental rate of \$1 per year. He noted that the proposed improvements are removable and therefore do not constitute permanent improvements to the property. The planned fuel system will include tanks for regular gasoline, diesel, and off-road diesel, allowing Township Service, Police, and Fire vehicles to be fueled at the Township facility.

Trustee Nixon stated that the trustees discussed the Trustee Work Session during the previous meeting and have concluded that the need for the work sessions has diminished. So, they are going to be removing the 6pm Work Session going forward and have them only on an as needed basis. Trustee Nixon presented and moved for adoption of **Resolution 51-2026 ESTABLISHING MEETING DATES AND TIMES FOR 2026**. Removing the 6pm Work Sessions. Regular meetings to be held at 7pm on a bi-monthly basis. Trustee Destro seconded the motion. DeCastra – yes. Destro – yes. Nixon – yes. Resolution adopted.

Thomas DeCastra:

Trustee DeCastra reported that the Township's current medical insurance contract is expiring at the end of August and must be renewed effective September 1, 2026. The renewal through Medical Mutual will result in a **24% increase in premiums**, along with an increase in the plan's deductible. The Township currently pays 85% of the medical insurance premium, with participating employees responsible for the remaining 15%. Trustee DeCastra noted that employees participating in the plan will therefore also experience an increase in their portion of the premium. The Trustees discussed the increase and noted that the Township is working with its insurance broker to explore alternative options that could substantially reduce the increase. An additional opportunity to change plans may be available later in the calendar year. Trustee DeCastra moved to approve the renewal of our current contract with Medical Mutual starting September 1, 2026, with a 24% increase in premiums and a slight increase in deductibles. The plan that we are in is an index deductible plan, so the deductible does change yearly depending on certain factors. Trustee Nixon seconded the motion. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee DeCastra stated himself and Trustee Destro will be getting new laptops. Trustee DeCastra motioned to use BC #3-2026 for \$2, 075.00 and to issue a PO to Lighthouse Solution for the amount of \$1,316.80 for a total of \$3,391.80 to Lighthouse Solutions for 2 new Trustee laptops and setup. Trustee Destro seconded the motion. Nixon – yes. Destro – yes. DeCastra – yes. Motion carried.

Trustee DeCastra introduced a representative from Bethel Church. The Board of Trustees have a recommendation from the Zoning Commission to approve the site plan with zero modifications. Josh DeWitt from Bethel Church gave a presentation and an explanation of the expansion project. They are going to be doubling their square footage by adding a 17,000 sq ft addition to the church. The expansion will service the kids ministry as well as a community center and storage area. There will be shrubs and other items for outside beautification added later. The Trustees expressed appreciation to Bethel Church for remaining in Brunswick Hills Township and working with its architects to redesign the project so that the expansion could proceed without annexation into the City of Brunswick. Mr. DeWitt stated they prefer Brunswick Hills and they are happy to be staying in Brunswick Hills. Trustee DeCastra offered and moved for adoption of **Resolution 50-2026 Resolution to accept the Recommendation of the Zoning Commission to approve the site development plan for expansion of the Bethel Church building permanent parcel #001-02B-05-022.** Trustee Nixon seconded the motion. Destro – yes. DeCastra – yes. Nixon – yes. Resolution adopted.

Trustee DeCastra offered and moved for adoption of **Resolution 47-2026. RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE ZONING COMMISSION AND APPROVE THE SITE DEVELOPMENT PLAN FOR A RETAIL ESTABLISHMENT BY CIRCLE-K, PERMANENT PARCEL NUMBER 001-02C-18-008 ACCORDING TO THE SUBMITTED SITE DEVELOPMENT PLAN AND NOTING THAT THE APPLICANT SHALL SUBMIT ALL REQUIRED APPLICATIONS AND PAYMENT OF THE REQUIRED FEES FOR ZONING CERTIFICATES AS REQUIRED BY SECTIONS 407 AND 902 OF THE ZONING RESOLUTION.** Trustee Nixon seconded the motion. Destro – yes. DeCastra – yes. Nixon – yes. Resolution adopted.

Trustee DeCastra offered and moved for adoption of **Resolution 48-2026. RESOLUTION TO ESTABLISH THE APPOINTMENT OF A ZONING COMMISSION MEMBER AS AN ALTERNATE MEMBER TO THE FULL BOARD OF BRUNSWICKS HILLS TOWNSHIP.** William Molnar, a recognized resident of Brunswick Hills Township, is hereby appointed as an alternate member of the Brunswick Hills Township Zoning Commission, for a term commencing August 1, 2026, through December 31, 2028. Trustee Destro seconded the motion. Nixon – yes. Destro - yes. DeCastra - yes. Resolution adopted.

Trustee DeCastra stated that the County is developing a new solid waste management plan and the Medina County Planning Services will accept written public comments during the month of September. The Trustees encouraged interested Township residents to review the proposed plan and submit comments directly to the Medina County Commissioners. The document was described as extensive, with several hundred pages.

Trustee DeCastra reported that a very interested resident asked if the Trustees would be doing anything in support of activities happening at the State House. Trustee DeCastra stated there is some proposed legislation that would allow communities within regional planning districts, to change districts or

otherwise address situations where one county holds a majority of the voting membership. He explained that within our district, the Northeast Ohio area-wide coordinating agency, Cuyahoga County currently holds approximately 53–55% of the voting membership, which limits the ability of the surrounding counties to influence decisions regarding the distribution of federal infrastructure funds. The most recent example, being NOACA, the I-71 corridor and the Cuyahoga Medina County border that is Boston Road. Medina County Commissioners and Hinckley Township have sent letters in support of the proposed legislation. Trustee DeCastra recommended that Brunswick Hills Township consider submitting a letter in support of the legislation. Trustee Nixon expressed support for the Township advocating for greater representation. Trustee DeCastra will work with the County Commissioners to draft a letter for the Trustees' review.

Trustee DeCastra reported that two minor subdivisions are being developed off Terrington Drive, consisting of approximately four homes on one side and five homes on the other. He expressed concern that the Township Trustees and Zoning Commission were not made aware of the development before construction began. Discussion followed regarding the distinction between county-controlled minor subdivision regulations and Township zoning procedures, particularly when multiple parcels are being developed together by a single entity. Trustees discussed the importance of providing the Zoning Commission and Trustees with information regarding minor subdivisions and other significant development activity, without creating an additional approval requirement. Trustee DeCastra noted that the current zoning resolution includes provisions regarding coordinated development and site-plan review. Trustees agreed that improved communication and transparency between the Zoning Office, Zoning Commission, and Trustees would help prevent the Township from being caught unaware by development activity. Trustee DeCastra will prepare proposed procedures for consideration at a future meeting.

Trustee DeCastra reported that the Zoning Commission held public hearings regarding proposed language to remove the prohibition on medical marijuana activities and proposed language establishing a limitation on BZA variances when no activity has occurred under the variance. Both hearings exceeded their scheduled time and were continued to Thursday at 6:30 p.m. and 6:45 p.m. Trustee DeCastra explained that because the hearings were continued to a specific date and time while the hearings remained open, a new legal notice was not required. The continued hearings were included in the Township's regular newspaper and website postings. He stated that following the continued hearings, the process would move forward and the Trustees would receive the resulting outcomes.

Trustee DeCastra reported that the application period for the Zoning Inspector position closed with five applicants. After reviewing the requirements, he recommended that all five applicants be given an opportunity to interview. Trustees discussed the interview format and agreed that the interviews should be conducted on a Saturday morning rather than after a regular meeting. The Trustees agreed to conduct the interviews on **Saturday, August 22, 2026, beginning at 8:30 a.m.**, with approximately 30-minute interview periods. Trustee DeCastra indicated that the five interviews could be scheduled back-to-back, with the process expected to conclude by approximately 11:00 a.m. Julie will coordinate contacting the applicants and confirming their availability.

Tony Destro:

Trustee Destro reported that background-check packets had been sent to the three finalists for the Fire Chief position. The Police Department will conduct the background checks, with results anticipated by Monday. Trustees agreed that all three candidates were highly qualified and that it will be a difficult

decision. Following completion of the background checks, the Trustees plan to schedule a special meeting to discuss the results and proceed with the selection process.

Trustee Destro presented the circumstances involving a resident at the corner of West 130th Street and Sleepy Hollow who must return to the Board of Zoning Appeals regarding a fence variance. The resident had originally received approval for a fence permit in 2022 from Evelyn, a former zoning inspector. He didn't put up the fence at that time and subsequently received extensions over the next two years. Then the matter came before the BZA for a variance for the fence, the BZA approved the variance with a condition that the fence be located 35 feet from the roadway. The resident subsequently contacted the former zoning inspector, because he felt 35' was too far back. The former Zoning Inspector, Daryl, approved the fence could be located approximately 20 feet from the roadway, which is where Evelyn had approved it the first time. The resident began construction based on that direction. A member of the BZA contact Trustee Destro and stated that the fence appeared to be less than 35' from the road. After the fence was determined to be located approximately 20 feet from the roadway, the matter was reviewed with the Prosecutor's Office, which advised that the fence must comply with the location specified in the BZA variance. As a result, the resident must return to the BZA to request approval for the fence as constructed. Trustees discussed whether the BZA application fee should be waived because the resident had received conflicting information and approval from the Zoning Office before constructing the fence. Trustee Nixon supported waiving the fee, noting that the circumstances were not solely the resident's fault. Trustee DeCastra expressed reservations, stating the resident did have a responsibility to comply with the letter from the BZA stating it's decision and outlining what was to be built but ultimately supported waiving the fee as a gesture of goodwill and as an acknowledgement of the Township's responsibility to improve its zoning operations/communication with residents. Trustee Destro moved to waive the BZA application fee for the resident at West 130th Street and Sleepy Hollow to resubmit the fence variance application. Trustee DeCastra seconded the motion. DeCastra – yes. Destro – yes. Nixon – yes. Motion carried.

FISCAL OFFICER:

Trustee Nixon moved to approve the payroll payment listing dated 8-11-2026 in the amount of \$75,255.18. Trustee DeCastra seconded the motion. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

Trustee Nixon moved to approve the warrant payment listing dated 8-11-2026 in the amount of \$19,411.79. Trustee Destro seconded the motion. Destro – yes. DeCastra – yes. Nixon – yes. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

Trustee Nixon moved to approve three Trash-Opt out forms for addresses of 2257 Pearl Rd, 2259 Pearl Rd and 4457 Kingsbury Rd. Trustee Destro seconded the motion. DeCastra – yes. Destro – yes. Nixon – yes. Motion carried.

MISCELLANEOUS & CORRESPONDENCE:

None.

UPCOMING MEETINGS:

Trustees:	8/25/2026
BZA:	9/2/2026 - Cancelled
Zoning Commission:	9/3/2026

PUBLIC INPUT:

Ron Wettermann 1085 Substation Rd. Mr. Wettermann asked if the opt-out forms have to be filled out each year? Trustee Nixon stated the Opt-out forms are good for the length of the trash collection services contract.

OFF CAMERA:

Trustee DeCastra moved to adjourn at 8:40 PM. Trustee Destro seconded the motion. Destro -yes. DeCastra – yes. Nixon – yes. Motion carried.

Adjourned at 8:40 PM.



Ryan Nixon, Trustee Chair



Thomas DeCastra, Trustee Vice-Chair



Tony Destro, Trustee

Bob Roksandich, Fiscal Officer