
**CITY OF HIGHLAND HEIGHTS
MINUTES OF A COUNCIL MEETING
HELD: JULY 13, 2010**

President of Council Mills presiding.

PRESENT: Mayor Coleman; Councilmen Hargate, Legan, Lombardo, Mastrangelo, Mills, Murphy; Clerk of Council Buchak; Recreation Director David Ianiro; Fire Chief Turner; Police Chief Cook; Service Director Evans; Building Commissioner Grabfelder; City Engineer Hovancsek; Finance Director Ianiro; Law Director Paluf.

ABSENT: Councilwoman Stickan, excused.

ACTION ON MINUTES: The reading of the Minutes of a Council Meeting held June 22, 2010 was dispensed with. Service Director Evans requested a change on page 3, second bullet, change “70” to “7” miles of roadway. Mr. Lombardo moved to accept the Minutes as amended; seconded by Mr. Legan. Ayes all; motion carried.

The reading of the Minutes of a Special Meeting held July 6, 2010 was dispensed with. Mr. Lombardo moved to accept the Minutes as written; seconded by Mr. Legan. Ayes all; motion carried.

PRESENTATION: AWARD TO HIGHLAND HEIGHTS FIRE FIGHTER PARAMEDICS: Chief Turner introduced Dr. Don Spanner, Karen Shelby and Jodi Coughlin from Hillcrest Hospital.

Dr. Spanner – Medical Director – Hillcrest Hospital / EMS Eastern Region
Karen Shelby – RN / EMS Manager
Jodi Coughlin – RN / EMS Coordinator

Dr. Spanner stated they had a special award for the Highland Heights Fire Department this year. He advised the Highland Heights Fire Department has been given an award as the EMS Provider of the Year for the entire State of Ohio. In recognition of that Hillcrest Hospital is presenting a plaque to the Chief and duty crew that is on today. Dr. Spanner read the plaque: Hillcrest Hospital, Congratulations to the Highland Heights Fire Department for earning the Ohio 2010 Emergency Medical Service Award of the Year.

Dr. Spanner advised he does medical direction for 18 departments. He stated this department that is taking care of your community puts forth more effort than all of them. Bill Bernhard is cutting edge when it comes to computer services and wants his paramedics and EMT’s on the computers sending in their reports and making sure that they are following their reports. Also the Chief is making sure that everybody comes to the run reviews and that everybody meets the

standards that we ask them to meet. Because of that the Highland Heights Fire Department just didn't get this award, they earned it. Dr. Spanner advised Hillcrest Hospital is very, very proud of the Highland Heights Fire Department. Also they are very proud of both Karen and Jodi who put 150% into the training for this City and the Fire Department and their long working relationship has been a pleasure. Dr. Spanner stated he is thrilled to be here this evening to say thanks to the Highland Heights Fire Department.

DEPARTMENT HEAD REPORTS:

Fire Chief's Report: Chief Turner reported:

- Thanks to City Council and the Mayor for their support without which they could not make the EMS Provider of the Year award possible.
- During the month of June, the department responded to 117 calls.
- The new pickup truck that was purchased is now in service and is working out well.
- Last Saturday, July 10th, the Fire Fighter - Paramedic Test was given by Civil Service. About 43 candidates took the test. Hopefully within the next several weeks they will have the results and can move forward with replacing the firefighter that they need.

In response to Mr. Mills' inquiry regarding the old truck, Chief Turner advised the decision whether to trade it or sell it has not been made. They are trying to determine the better route to go.

Police Chief's Report: Chief Cook reported:

- Solicitors and canvassers in the City. Many complaints have been received from residents. Due to some storm damage, they have received more applications from solicitors than they had in the last 5 or 6 years. Solicitors go around and knock on the door and say they will give a free inspection of the roof and home. The Police Department has informed the residents that per our ordinance the solicitors have to register for a permit. The Police Department is the Mayor's representative with the solicitors; they process the applications and there is a fee for a permit. The Police Department has stickers available to anyone who wants them. The stickers read "No Canvassers or Solicitors Allowed". The solicitors are aware if that notice is posted on a door that they are not to solicit at that residence.
- Mayor and Chief Cook reviewed the contract for the City Centrex phone lines. They are looking into moving forward with a T1 and are getting prices. They did renew the contract and were lucky enough to get around a \$1500 rebate off of the next phone bill.
- For the month of June the Police Department responded to 1017 calls for service; handled 11 motor vehicle accidents, three involving injuries; and responded to approximately 50 residential alarms. Nineteen prisoners were held for approximately 417 hours.

Mrs. Murphy advised solicitors have been a reoccurring problem in her ward and even with the stickers, solicitors are banging on the door. Chief Cook suggested, if they do have the sticker posted and solicitors knock, that they call the police department who will respond and stop the solicitors. He stated the solicitors can be cited and they are aware of that.

In response to Mr. Mills' inquiry regarding the Code Red contract, Chief Cook reported he and the Mayor have been working on that -- we have an extension for two weeks. We were going to make a recommendation for a three year contract which would be approximately \$5,625 a year for 11,250 minutes. In one year we used approximately 12,000 minutes; the second year they used 4,000; so he is comfortable with that level. If there was an emergency they can buy additional minutes for 10% of the contract which is approximately \$560. Over a three year period we would have a cost savings of approximately \$2000 a year. Chief Cook advised the minutes do not carry over year to year.

Mayor Coleman added another thing about the three year contract is that even though it is for three years; the City is not obligated for 3 years; the obligation is for a year at a time.

Service Director's Report: Service Director Evans reported

- Pool Leak. They are working with the Recreation Director to track down the pool leak. Since last reported they did have a diver in the pool for about six hours. Good news is all the caulking looks good; structurally the pool looks good; the surge tank underneath the filter building looks good. Can't find a leak. The next area to check is the gutter system and the return lines going from the pump back to the pool. Those are all within the top eight inches or so just below the deck. They are going to wait until the end of the season and do some additional testing. They probably have solved 80% of the problem this past year. Between that and the fact they are reclaiming as much of that water as they can, they are not losing that much water.
- Items 1, 3, and 4 on the agenda are service related. Council was requested to suspend the rules on Item No. 3, the street striping contract so they can get the street striping going to get a good portion of that work done while school is in recess, especially school zones and cross walks.

Building Commissioner's Report: Building Commissioner Grabfelder reported

- During the month of June, the Building Department issued 98 residential permits and 11 commercial permits, for a total of 107 permits.
- A citation was issued for a truck on Highland Road. It has been adjudicated by the court and the gentleman was fined. The vehicle has been removed.
- As of Friday, June 9th, all the notices for the detention-retention basins have been sent out. Two phone calls were received; both said they would comply.
- Solicitors. During a hail storm in the City several weeks ago there was a lot of storm damage. The Building Department received several complaints. Mr. Grabfelder stated

their department does not recommend a contractor and never have. If a contractor is saying that, notify him and he will contact the company.

Mayor Coleman added that he received a similar complaint from a local contractor who wanted to be on the recommended list and he told the contractor that the City does not have such a list. Mayor Coleman stated he appreciated Mr. Grabfelder following up on that.

Mrs. Murphy noted the large number of permits that were issued. Mr. Grabfelder advised, because of the storm damage there are a lot of repairs going on in the northern part of the city, starting at Clinton and into the Highland Woods Area and Aberdeen. They have issued about 78 roofing permits.

In response to Mr. Mills' inquiry regarding the need for the extra inspector, Mr. Grabfelder stated they still do need him. Mr. Mills then asked about a complaint of a commercial vehicle on Bishop Road. Mr. Grabfelder advised they are working on that. Mr. Mills asked if they need to look at legislation to establish a time limit for contractor signs. Mr. Grabfelder stated if council would like to consider one that would be fine. The only present ordinance is they are not to be on the public right of way.

In response to Mr. Mills' inquiry regarding grass mowing of undeveloped property, Mr. Grabfelder advised, the rule from his understanding is they cut from 9 to 18 feet back. There have been some occasions where a contractor or the person responsible has them cut back the whole lot once or twice a year. Regarding property on Miner Road, Mr. Grabfelder will contact that owner again. He does have a landscaper that cuts it every week so they at least maintain part of the lot. Mr. Mills inquired about the county property by the old pump house where they are cutting the first ten or fifteen feet. Mr. Grabfelder reported he talked to a gentleman from the county and was advised they only cut 15 feet.

Mr. Mastrangelo had further questions regarding contractor signs. Council President Mills set this for discussion in the next Committee of the Whole Meeting.

In response to Mrs. Murphy's inquiry regarding street lights out on Aberdeen Boulevard, Service Director Evans advised he is working with our representative from First Energy to resolve this problem.

City Engineer's Report: City Engineer Hovancsek reported:

- The 2010 Road Repair Program. On Millridge Road, the contractor has completed the intermediate course of asphalt and will begin adjusting castings for the final asphalt. On Brainard Road, the concrete work has been completed. Also, miscellaneous concrete work in the contract has been completed.
- 2010 Sidewalk Repair Program. Last Thursday there was a pre-construction meeting. The contractor will be submitting his schedule. He will be starting within the next couple

weeks. The contractor is aware that he is to complete all the streets around the schools first so they will be done well before school starts.

- 586 Bishop Road Sanitary Connection Repair. The repair has been completed and Terrace Construction is scheduled to do the repaving of the street where the connection was made later this week, weather permitting.
- Highland Road Pedestrian Facility. Last Monday, the contractor came back and repaired a section of spalled concrete.
- 2009 Road Repair Program. In the 2009 Road Program there was a section of Esther Road where the contractor had one block of a drive apron to replace. That work has been done by the contractor. Some reseeding along Esther will also have to be done by that contractor.

In response to Mrs. Murphy's inquiry regarding the results of the asbestos study that was conducted on the old church, Building Commissioner Grabfelder advised the report had not been received; he will follow up on this. Mrs. Murphy asked that Council receive a copy of the report in their packets for the weekend.

Finance Director's Report: Finance Director Ianiro reported

- Agenda Item 5 is the tax budget for 2011. Mr. Ianiro requested approval this evening. The legislation needs to be approved by July 15th and submitted to the County by July 20th.
- Regional Income Tax Agency (RITA) retainer refund. Once a year RITA calculates their operating costs and applies the city's usage to that. The City has received a refund on the retainer collected for the collection of taxes in the amount of \$124,343.00. That represents the cost of collections of 1.67% meaning that for every dollar that RITA collects over 98 cents comes back to the City. That has turned out to be an efficient operation for the City as far as the cost.

Mr. Mills asked that Mr. Ianiro schedule an Economic Development Committee Meeting for Thursday, September 16th. And that he try to have a representative from Giant Eagle there to discuss the former Catalano's property. Also Mr. Mills advised he met with a representative from Forest City who would also like to attend. He met him at a Home Owners Association Meeting.

COMMITTEE REPORTS:

Safety & Service Committee: Mr. Legan reported in a meeting held July 6th, they discussed the following:

- Police Department. With the Police Chief they discussed the Code Red System and the City municipal phone system. Code Red is a three year contract as opposed to one; \$2,000 savings per year; and, the ability to buy additional minutes in the event they need

them. City Phone System -- they current have 30 hard lines. They are talking about perhaps taking that down to ten which would be plenty in terms of being able to tape calls coming into the police and fire departments and then adding a T1 line. It would result in a savings of approximately \$350 to \$400 per month. Any money put out for the hardware would be paid for over a 7 or 8 month period of time.

- Service Department. With the Service Director they reviewed invoices. Two no cost options for brush collection were presented. One is with Ohio Mulch located in Wickliffe. The Service Department would drive the collection to the facility. The other option was with Asphalt Services, LLC, out of Chesterland. They would pickup the collection in the spring so the leaves would accumulate in the park back parking lot. This can be further reviewed in a Committee of the Whole Meeting.
- Building Department. The Building Commissioner came in to talk about a residential building rating and how it has dropped as a result of the State not adopting an updated residential code. The victim to that is our code reflects there's. The commercial code stays the same.
- Building Department. The Fire Chief was in to let them know that a fourth person in his department is out for three months for an injury, not work related. This is stretching the part time budget.

Park and Recreation Commission: No report.

Mayfield Area Recreation Council (MARC): No report.

Drainage Committee: No report. Mrs. Murphy scheduled a meeting for July 27th.

Airport Noise Abatement Council Meeting: Mrs. Murphy reported a meeting was held June 31st at the airport. The Joint Voluntary Noise Abatement Statement has been approved by the cities, the operators and the County Commissioners. The policy addresses reduction of the impact of airport noise. The council is now looking to update its web site. They want to develop a more thorough frequently asked questions section of the web site. Anyone who has any potential questions they think would be valuable on the website, let her know and she will pass that on to the council. A safety project at the airport will commence around July 20th and last for 60 days. This has nothing to do with airport expansion; it is taxi way and apron work. The airport is going to relocate some of their run up areas temporarily for this project and are also going to access through Avion Park Drive. They reviewed noise complaints for the second quarter of 2010. Again they have a new complaint investigation procedure in place; they are following up with the residents; they are notifying the city where the resident resides of the complaint. Airport operations were significantly higher this second quarter at 13,400; last year's second quarter was at 9,364. They are also working with Life flight out of Metro and some other medical helicopters. Helicopter noise used to generate complaints from residents although they are emergency life and death transport from Lake West or Hillcrest. The airport is working to develop a potential policy that may help impact that.

Legislative & Finance Committee: Mr. Lombardo reported the Committee met this evening at 7:15 p.m. and discussed three items.

- The effect of the recent wage increase added \$118,000 to the budget and that made a deficit of \$465,000. However, fortunately \$260,000 came in in estate taxes so the budget deficit right now stands at \$200,000. Also right now the income tax receipts are a little ahead of projections so it will be tight but in the area of balancing.
- Findings of the Auditors. Most of the findings were minor and all will be implemented. Some of the more important ones were: Home Days Funding will now be handled through the City's books. The City will develop an annual statement of ethics to be filled out by employees. And the City will set up a published security policy for the computer systems.
- Concrete Repairs – City Complex and City Park. They discussed the concrete repairs. The committee did approve those in the amount not to exceed \$25,000.

Mr. Lombardo scheduled another L&F Meeting for July 27th.

Hillcrest Council of Councils: No report.

Planning and Zoning Commission: Mr. Mastrangelo reported P&Z had two meetings since the last Council Meeting:

June 28, 2010:

- **Leonard S. Jacobs, 5415 Wilson Mills.** Variance to Side Yard Setback Requirements for a Proposed Deck. The variance was granted. This house is located on the NW corner of Franklin Boulevard and Wilson Mills Road. This house has basically no back yard. The variance allows for an expanded porch.
- **Peter Cipriani, 322-A West Legend Court.** Approval of above ground deck. The deck was approved in line with other decks that have been approved in the Legends.
- **John Craker, 356 Miner Road.** Variance to Rear Yard Setback and Accessory Building Area Requirements. The applicant has been in twice. The Commission is working with the applicant. This was continued.

July 12, 2010:

- **Wellington's Bar & Grill, 783 Alpha Drive.** Final sign approval was granted.
- **Petros Homes, 350 Glasgow, S/L 54, Aberdeen Area "H".** Final Home approval was granted.

Commission on Aging: Mr. Mills reported the Commission will not meet in July. Highland Heights is hosting the Tri-City Consortium on Aging Meeting on August 6th at 1:00 p.m.

Law Director's Report: Law Director Paluf reported an objection has been received to the street lighting assessments. To deal with that they may have to appoint an Assessment Equalization Board of three residents of the county. He will update everyone in the next few weeks.

Mr. Mills requested legislation be prepared to amend the Economic Development Committee to add three residents, nominated and approved by council and to require regularly scheduled meetings.

MAYOR'S REPORT: Mayor Coleman, in Miss Stickan's absence, reported on Community Day on Saturday, August 7, 2010. He has spoken with Mr. Brunello several times over the past couple weeks. The two feature attractions at the event are fireworks, probably starting around 10:00 p.m. and there is a two hour time when there will be tethered hot air balloon rides. The sequence of events will be in the Highland Highlights which should hit people's houses by the end of this week.

Mayor Coleman reported the Mayfield Heights Commission on Aging had a person in place for 21 years who has now retired. Mayfield Heights approached the Tri City Consortium on Aging to see if they could provide some social work services on a temporary basis for the year. Stacy O'Brien attended their meeting last night. There will be further discussions about that and perhaps a long term arrangement. The Commission on Aging will be meeting on August 6th to discuss that and everyone is welcome to hear those discussions. As more details are received, he will share them with Council. He didn't think they were looking at being a Quad City Consortium on Aging but perhaps sharing some services.

Mrs. Murphy advised she attended a meeting today of the Meals on Wheels, Board of Trustees. This came up because that employee was also the intake person for Meals on Wheels. There was some discussion on how it will operate. Someone said maybe Stacy O'Brien would fulfill those duties as well.

Regarding the voting location at Millridge School being eliminated, Mrs. Murphy advised she felt there was a huge breakdown of communication. She found out when she received a card in the mail towards the end of June. She saw the Mayor's memo and Dr. Price is reinstating Millridge but it is too late to do it for the election now so it will be after November. Mrs. Murphy asked if Mayor Coleman had any further information.

Mayor Coleman advised that all the information that came to him came from the board of elections and conversations with the school district. What he understood from Dr. Price's memo was they were not going to be able to have the election this year. It was misconstrued by the Board of Elections that it would be for a period of three years. Mayor Coleman advised his communication was from the Board of Elections.

Council President's Report: No report.

ITEMS TO BE ADDED TO THE AGENDA: No items were added.

MEETING OPENED TO THE PUBLIC:

Mr. Thomas A. Hughes, 957 Millridge Road, addressed Council regarding numerous items. He thanked Building Commissioner Grabfelder who had a POD removed from property next to his home on Millridge. He also thanked Service Director Evans who spent time with him on the telephone to explain and answer some concerns regarding the Millridge Road resurfacing. Some members of Council came over to his house to look at the resurfacing project on Millridge. Mr. Hughes suggested the complement of the Building Department should be increased by one full time inspector. Legislation is needed to require a fence around an above ground swimming pool. Legislation is needed to require that corner lots be screened from garbage cans and waste. Parking should be banned on Millridge Road when school is opening in the morning from 7:30 a.m. to 9:30 a.m. when the buses come. He advised the street was built in three phases, with different widths, fire hydrants on different sides of the street and with different parking regulations. Mr. Hughes then stated he is moving ahead to make a public records request shortly for all the records of the Drainage Committee because he is going ahead with his efforts to get his drainage problem corrected. Mr. Hughes noted that the Regional Library is in the planning stages for a new library and suggested they might be interested in the Catalano property.

NEW BUSINESS:

MOTION AUTHORIZING CITY ENGINEER TO SEEK INFORMAL PROPOSALS FOR CONCRETE REPAIRS: A motion was made by Mr. Lombardo authorizing City Engineer to seek informal proposals for concrete repairs at the Municipal Complex and the Municipal Park at a cost not to exceed \$25,000.00; seconded by Mr. Hargate. Ayes all; motion carried.

ENACTMENT OF ORDINANCE 10-2010: Council listened to the First Reading in title only of Proposed Ordinance 10-2010 which description is: "An Ordinance partially suspending the Rules and Regulations regarding the sale and possession of beer and wine at the Municipal Park during Highland Heights Community Day for 2010 and declaring an emergency." Mr. Lombardo moved to suspend the Second and Third Readings; seconded by Mrs. Murphy. Ayes all; motion carried. Mr. Legan moved to enact; seconded by Mr. Lombardo. Ayes all; motion carried.

ADOPTION OF PROPOSED RESOLUTION 26-2010: Council listened to the Second Reading in title only of Proposed Resolution 26-2010 which description is: "A Resolution

declaring Pat Flowers, Inc. to be the lowest and best bidder for the Striping of Certain Streets within the municipality, authorizing the Mayor to enter into a contract with said bidder not to exceed the sum of Thirty Three Thousand Two Hundred Thirty Dollars and Fifty Cents (\$33,230.50) rejecting all other bids received and declaring an emergency.” Service Director Evans recommended suspension of the rules and approval this evening in order to facilitate the project especially near school zones and cross walks. Mr. Lombardo moved to suspend the Third Reading; seconded by Mrs. Murphy. Ayes all; motion carried. Mrs. Murphy moved to adopt; seconded by Mr. Legan. Ayes all; motion carried.

SECOND READING PROPOSED RESOLUTION 28-2010: Council listened to the Second Reading Proposed Resolution 28-2010 which description is: “A Resolution authorizing the Mayor to execute a contract with Concord Road Equipment Mfg., Inc. for the purchase of body equipment including removing and remounting of a dump truck bed new central hydraulic system minuteman snow and ice package and lighting package complete in an amount not to exceed Thirty Four Thousand Eight Hundred Thirty Five Dollars and Eighty Five Cents (\$34,835.85), pursuant to the Ohio Cooperative Purchasing Act, and declaring an emergency.”

ENACTMENT OF ORDINANCE 8-2010: Council listened to the Third Reading in title only of Proposed Ordinance 8-2010 which description is: “An Ordinance adopting a Tax Budget for the City of Highland Heights for the Year 2011 and declaring an emergency.” Mr. Hargate asked Finance Director Ianiro if the property tax millage stays the same at 4 mills. Finance Director Ianiro confirmed that the property tax millage remains at 4 mills. Mr. Hargate moved to enact; seconded by Mr. Lombardo. Ayes all; motion carried.

AGENDA FOR COMMITTEE OF THE WHOLE 7/20/10

1. Sign ordinance
2. Fences
3. Economic Development Program
4. Vehicle Policy
5. Church Property Proposal - legal issues, zoning

ADJOURNMENT: A motion was made by Mr. Lombardo and seconded by Mr. Hargate to adjourn the meeting. Said meeting adjourned at 9:00 p.m.

Clerk of Council

President of Council