

**CITY OF HIGHLAND HEIGHTS
MINUTES OF A COUNCIL MEETING
AS A COMMITTEE OF THE WHOLE
HELD: JANUARY 22, 2019
7:30 PM**

PRESENT: Mayor Coleman; Council Representatives Brunello, D'Amico, Hargate, Mastrangelo, Stickan; Clerk of Council Cahill; Fire Chief Turner, Police Chief Cook, Service Director Evans; City Engineer Mader; Finance Director Filippo; Law Director Paluf.

EXCUSED: Council Representative Leo Lombardo; Council Representative Cathy Murphy

AGENDA

MOU Cuyahoga County Soil & Water Conservation District
MOU Cuyahoga County Board of Health for Ohio EPA Stormwater Permit
Ratification of Cuyahoga County Solid waste Management Plan Update
City Credit Card Policy

APPROVAL OF MINUTES:

The reading of the Minutes of the Committee of the Whole Meeting held November 27, 2018 was dispensed with. A motion was made by Ms. D'Amico to accept the Minutes as written; seconded by Ms. Stickan. Ayes all; motion carried.

MOU Cuyahoga County Soil & Water Conservation District

Director Evans submitted a memo dated January 10, 2019 regarding the renewal of the Cuyahoga County Soil and Water Conservation District. The EPA Stormwater permit requires the City to provide six different elements and the proposed MOU would fulfill two of the requirements. The two Minimum Control Measures that would be provided are: #1 Public Education and Outreach; and #2 Public Participation and Involvement.

Storm Water Manager Zibbel provided a memo explaining the 2019 PIPE MOU – CCSWCD & NEORS. The PIPE MOU is for one year at a cost of \$5,500. The renewal cost is the same as last year. The city will be reimbursed for the cost through the NEORS funds. The only change reflected in this year's PIPE MOU is the term length is for one year as opposed to the previous two year term. The Council agenda will hold a First Reading on a proposed Resolution to authorize said MOU.

MOU Cuyahoga County Board of Health for Ohio EPA Stormwater Permit

Director Evans submitted a memo dated January 10, 2019 detailing the renewal of the agreement with Cuyahoga County Board of Health to provide services related to the Stormwater Management Program. The EPA Stormwater permit requires the City to provide six different elements and the proposed MOU would fulfill two of the requirements. The two Minimum Control Measures that would be provided are: #3 Illicit Discharge Detection and Elimination; and #6 Pollution Prevention/Good Housekeeping for Municipal Operations.

Storm Water Manager Zibbel provided a memo explaining the Cuyahoga County Board of Health Storm Water Assistance program. There is no direct charge for these services. The NEORS will compensate the Board of Health directly. The term length has increased to three years as opposed to the previous two year term. The Council agenda will hold a First Reading on a proposed Resolution to authorize said MOU.

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Ratification of Cuyahoga County Solid Waste Management Plan Update
Director Evans submitted a memo dated January 15, 2019 detailing the Cuyahoga County Solid Waste Management Plan-Update 2019-2033. The Plan Update is available in hard copy and electronic version to review. The Plan will be reviewed every fifth year of the fifteen year period. The Executive Summaries of each Chapter have been attached to the memo. Director Evans will be attending an informational meeting for Service Directors to obtain more information.

There are minimal changes to the plan; however, there is a proposed fee increase to occur in 2023. The County collects \$1.50 per ton of solid waste and a fifty-percent increase is anticipated for 2023. The City is requested to ratify the Plan Update by April 11, 2019.

Mr. Mastrangelo questioned how changes in the collection of recyclable materials would affect this Plan. Director Evans stated the recycling industry is going through a transformation; however, there are no changes at this time to the recyclables that are currently collected.

Director Evans will draft legislation with the Law Director to present to council at the February 12th Council meeting.

CREDIT CARD POLICY

Director Filippo submitted a memo explaining that HB 312 requires municipalities to have a written Credit Card policy. The legislative authority needs to approve the Credit Card policy by February 2, 2019. The City does not have a bank credit card, only store credit cards such as Home Depot and Micro Center. The store credit cards are not frequently used; they are more for emergency purposes. The Council Agenda has legislation to establish a Credit Card Policy as First Reading. Director Filippo has reviewed the Policy with department heads and some amendments to the Policy have been suggested. A revised Policy will be distributed for the February 12th Council Meeting.

Ms. D'Amico questioned how the current credit cards are being used. Director Filippo stated a store credit card is signed out when an item is needed on an emergency basis. A bank credit card will provide for better accounting of purchases versus reimbursement for purchases.

ADJOURNMENT: A motion was made by Ms. Stickan and seconded by Ms. D'Amico to adjourn the meeting at 7:58 p.m. Ayes all; motion carried.