

**CITY OF HIGHLAND HEIGHTS
MINUTES OF A COUNCIL MEETING
AS A COMMITTEE OF THE WHOLE
HELD: FEBRUARY 12, 2019
7:45 PM**

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

EXCUSED: Council Representative Leo Lombardo.

AGENDA

City Credit Card Policy
Capital Equipment – 5 Ton Cab & Chassis

APPROVAL OF MINUTES:

The reading of the Minutes of the Committee of the Whole Meeting held January 22, 2019 was dispensed with. A motion was made by Ms. D'Amico to accept the Minutes as written; seconded by Ms. Stickan. Ayes: Brunello, D'Amico, Hargate, Mastrangelo, Stickan; Abstain: Murphy. Motion carried.

CREDIT CARD POLICY

Director Filippo submitted a memo dated January 30, 2019 with an updated credit card policy to Council. The Policy, required by H.B. 312, has forms and procedures to follow when employees use the credit card. Director Filippo requested suspension of the Resolution on tonight's agenda to comply with the February 2 deadline. The passage of the Resolution will formalize the city's credit card policy. The Resolution will require an amendment to reflect the Exhibit A dated January 24, 2019.

Capital Equipment – 5 Ton Cab & Chassis

Director Evans submitted a memo explaining the request to replace the oldest 5 ton dump truck. The 2003 5 ton dump truck is used primarily for snow removal and has substantial corrosion issues. The replacement process involves purchasing a cab and chassis from a manufacturer followed by acquisition of the body equipment and components. The new truck will be outfitted with a dump bed; central hydraulics; a snow plow; salt spreader; liquid deicing package; and emergency lighting.

The purchase of the truck is a two part process and Director Evans has requested the purchase of the 5 ton cab and chassis portion correspond with the readings of the 2019 budget. The truck will take a year or more to complete and Director Evans recommends placing an order as soon as the budget is approved.

Director Evans recommends the purchase from Rush Truck Centers under ODOT state purchasing co-op contract #023-19, in an amount not to exceed \$81,000. Director Evans will be reviewing options and anticipates recommending the purchase of body equipment for the truck build out in 30-45 days.

President Brunello stated the 2019 appropriation legislation will be on the February 26th Council Agenda. The Resolution to purchase the 5 ton dump truck on tonight's Council Agenda will require a motion to be removed and will be placed on the February 26th Council Agenda.

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Ms. D'Amico questioned what will be the status of the 2003 5 ton dump truck when the new truck is placed into the fleet. Director Evans stated the old truck will be declared surplus and placed on auction. The estimated value is approximately \$8,000.

Mr. Mastrangelo questioned the annual repair costs for the 2003 5 ton dump truck. Mr. Evans stated two years ago the cab was replaced due to corrosion. The majority of the repairs are done by the Service Department mechanics. The primary use of the vehicle is for snow removal; however, it may be used to haul materials as necessary throughout the year.

Director Evans stated \$170,000 has been budgeted for the acquisition of the 5 ton cab and chassis and for the acquisition of the body equipment and components. Two contract award Resolutions for two separate vendors will be required.

ADJOURNMENT: A motion was made by Ms. Stickan and seconded by Ms. D'Amico to adjourn the meeting at 8:00 p.m. Ayes all; motion carried.