

**CITY OF HIGHLAND HEIGHTS
MINUTES OF A COUNCIL MEETING
HELD: FEBRUARY 14, 2023
Highland Heights City Hall Council Chamber
7:30 PM**

PRESENT: Mayor Brunello; Council Representatives D'Amico, DiLalla, DeLisio, Ganser, Goff, Hargate, Milroy; Clerk of Council Donatelli; Police Chief Matejcic; Fire Chief Turner; Service Director Belfiore; Finance Director Filippo; Building Commissioner Grabfelder; Police Chief Matejcic.

ACTION ON MINUTES: The reading of the Minutes of the Council Meeting held January 24, 2023, was dispensed with. Mr. Goff moved to accept the minutes as written; seconded by Mr. DeLisio. Ayes all; motion carried.

Fire Chief's Report: Chief Turner stated for the month of January the Fire Department responded to 142 emergency calls with 16% overlapping.
Chief Turner requested suspension of item 6 on the agenda to allow the project to begin. He added that the number on the legislation includes a contingency fund.
Chief Turner stated the Annual Report for the Fire Department will be ready at the next meeting.

Police Chief's Report: Chief Matejcic stated for the month of December the Police Department received a total of 1,295 calls. 11 calls included property damage, there were two injuries, and there were 52 alarm calls. The department entered 49 warrants. Officers conducted 398 prisoner safety checks and the jail housed 11 prisoners who served 192 hours of time.
Chief Matejcic stated that Officer Melissa Kelley will represent the department at the United Skates in Wickliffe. There is an event for children with special needs to roller skate with first responders from around the area.
Chief Matejcic reported that the annual deer management program was completed in January. There were 151 deer culled; 11 deer were given to residents and members of the public who requested them and the other 140 were donated to the Geauga Veterans Food Pantry.
Chief Matejcic stated that the SPAN dues are slightly higher than last year because of shortages.
Chief Matejcic requested suspension of item 5 so he can place the order for the vehicles.

Mr. Milroy asked for an update on the Police Annual Report. Chief Matejcic responded that the department plans to have it completed by mid-March.

Service Director's Report: Mr. Belfiore stated that the staff completed the installation of the Cat 6 network cable from the riser room to each room in the City Hall building.
Mr. Belfiore reported that the department has collected 30 yards of brush since January 1.
Mr. Belfiore stated that the department is still trimming tree lawn trees. They are currently in the Aberdeen sub-division.
Mr. Belfiore informed Council that the Service Department will receive Household Hazardous Waste March 20-31. Hours of drop off are 7am-3:30pm, Monday through Friday, and 9am-1pm on Saturday at the Service Department.
Mr. Belfiore requested to add an item to the agenda to allow the City to enter a cost share agreement for the Lander Road project. He also requested suspension on this item.

Mayor Brunello commended the Service Department for their work with the Cat 6 cable.

Mr. Milroy asked for an update on the annual report. Mr. Belfiore responded that he will have it complete in mid to late March.

Building Commissioner's Report: Mr. Grabfelder stated that for the month of January there were 26 residential permits and 13 commercial permits granted. There were 3 zoning letters issued and one citation.

Mr. Grabfelder reported that the rental program sent out 73 letters and have currently received 50 back. The other 23 will be sent another letter.

Mr. Grabfelder stated that he is filing his annual report to the state first and then will make his report to present to Council.

City Engineer's Report: Mr. Mader stated that 2023 Road Program project evaluations have been completed. They have identified the roadways under consideration for this year's program. Mr. Mader submitted a request for proposals to get some pavement cores done to determine the condition of the underlying concrete. Mr. Mader stated that the Cleveland Water Break Map shows that a number of the roads under consideration have problematic water mains. Mr. Mader added that the Suburban Water Application due on Friday will include four roads.

Mr. Mader stated that he made pavement core requests for the tennis courts.

Mr. Mader clarified that the reimbursement for the project pertaining to item 4 on the agenda will be \$415,000 rather than the full project cost of \$454,000 because there was an error in the spreadsheet.

Mr. Milroy asked what the turnaround time is for the results of the pavement cores. Mr. Mader responded within a month.

Finance Director's Report: Mr. Filippo stated the appropriations budget will receive three readings and Council will be made aware of any changes or adjustments.

COMMITTEE REPORTS:

Parks and Recreation: Mr. DeLisio stated everyone on Council will receive an email from Mr. Ianiro regarding the Easter party on March 25 from 10am-11am. Mr. DeLisio added that those on Council will also receive an email about the parade on July 22.

Legislative and Finance: Mr. DiLalla stated that the committee met to discuss the 2023 budget and the council is comfortable with the budget. A rental tent for Community Day was accepted. The Police and Fire bid were briefly discussed. The committee also discussed the new police cruisers and are comfortable moving forward.

Planning and Zoning: Mr. Milroy reported that the Planning and Zoning commission approved three Norman Norble signs. There is a public hearing for a signing variance which was denied. Mr. Milroy stated there is a Planning and Zoning Board of Appeals scheduled for February 15 to discuss the house on Miner Rd.

Law Director's Report: Mr. Lograsso informed Council that the residents on Diana Court have filed an appeal on the decision of the Board of Zoning Appeals with the Court of Common Pleas.

MAYOR'S REPORT: Mayor Brunello stated that he was voted the Vice President for another term at the monthly SPAN meeting.

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Mayor Brunello stated he had the Hillcrest Quarterly call last Friday. The president of Hillcrest stated that masks will not be required as of May 11 and there was discussion on the issues with the emergency room.

Mayor Brunello reported that he attended the Community Partnership on Aging quarterly meeting on February 3. The budget was discussed. The Chili Cookoff will be back in Highland Heights on October 27. Mayor Brunello commended Mr. Lograsso for his help in aiding the seniors with their transportation issues. Mr. Lograsso added that he is working with the other communities and law directors while in discussion with the transportation company.

Mayor Brunello stated NOPEC funding of \$25,000 was received. This will be used towards upgrading the lighting in the community center to LED.

Mayor Brunello thanked the department heads for their work on making their 2023 budgets.

Mayor Brunello stated that he attended a town hall meeting held at Mayfield Middle School for the Mayfield City Schools Focus Forward Initiative.

Mayor Brunello reported that he is in contact with the owners of Tijuana Tacos and they are in the final stages of preparing to open.

Mayor Brunello stated that he will be traveling to Washington DC with the Mayors and Managers committee during the February 28 Council meeting.

Mr. Milroy asked if there is an update on the trail. Mayor Brunello responded that it is under works. He added that the City will hear if the grant was received by the end of the week.

PRESIDENT'S REPORT: Ms. D'Amico stated the Senior Committee is meeting Monday afternoon to work on the Spring into Safety event on April 18 from 5pm to 7pm.

ITEMS TO BE ADDED AS NEW BUSINESS: A Resolution authorizing a community cost-share agreement by and between the Northeast Ohio Regional Sewer District and the City of Highland Heights and declaring an emergency.

A motion was made by Mr. Goff to add the motion to the agenda; seconded by Mr. Milroy. Ayes all; motion carried.

Motion to adjourn into executive session by Roll Call vote pursuant to Section 121.22 (G)(4) of the Ohio Revised Code and Highland Heights Charter 4.05 to discuss employee salaries.

A motion was made by Mrs. Ganser to add the motion to the agenda; seconded by Mr. Goff. Ayes all; motion carried.

MEETING OPENED TO THE PUBLIC: Members of Troop 461, Maggie, Madison, and Kaitlyn, introduced themselves to Council.

NEW BUSINESS:

MOTION FOR PAYMENT: A motion was made by Mrs. Ganser authorizing payment to S.P.A.N. in the amount of \$44,040.00 for annual dues for the Fiscal Year 2023; seconded by Mr. Milroy. Ayes all; motion carried.

MOTION FOR APPOINTMENTS: A motion was made by Mrs. Ganser appointing a member of Council by nomination and vote as the Temporary President Pro Tem until the next Council President is appointed; seconded by Mr. DiLalla. Ayes all; motion carried.

Ms. D'Amico opened the floor for nominations for the position of Temporary President Pro Tem. Mrs. Ganser nominated Mr. DeLisio. Ms. D'Amico asked for nominations three times and received no other nominations. Ayes all to appoint Mr. DeLisio as Temporary President Pro Tem.

MOTION FOR PAYMENT: A motion was made by Mr. Goff approving payment to Cleveland Water, Department of Public Utilities, for the annual fire hydrant fee, in an amount not to exceed \$23,259.48; seconded by Mr. DeLisio. Ayes all; motion carried.

ADOPTION OF RESOLUTION 6-2023: Council listened to the First Reading in title only of Proposed Resolution 6-2023 which description is: "A Resolution authorizing a community cost-share agreement by and between the Northeast Ohio Regional Sewer District and the City of Highland Heights and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

Council was asked to suspend the Second and Third readings to allow the submission of the agreement to be made.

A motion was made by Mr. DeLisio to suspend the Second and Third readings; seconded by Mr. DiLalla. Ayes All, motion carried.

Mr. Milroy moved to adopt; seconded by Mrs. Ganser. Ayes All, motion carried.

FIRST READING OF RESOLUTION 7-2023: Council listened to the First Reading in title only of Proposed Resolution 7-2023 which description is: "A Resolution authorizing a community cost-share agreement by and between the Northeast Ohio Regional Sewer District and the City of Highland Heights and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

ADOPTION OF RESOLUTION 8-2023: Council listened to the First Reading in title only of Proposed Resolution 8-2023 which description is: "A Resolution authorizing the Mayor to execute a contract with Montrose Ford for the purchase of two (2) 2023 Ford Explorer Police Interceptors, pursuant to the Ohio Cooperative Purchasing Act in an amount not to exceed Eighty-Two Thousand Nine Hundred and Eleven Dollars (\$82,911.00) and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

Council was asked to suspend the Second and Third readings to allow the department to make their purchase.

A motion was made by Mrs. Ganser to suspend the Second and Third readings; seconded by Mr. Goff. Ayes All, motion carried.

Mr. Goff moved to adopt; seconded by Mrs. Ganser. Ayes All, motion carried.

ADOPTION OF RESOLUTION 9-2023: Council listened to the First Reading in title only of Proposed Resolution 9-2023 which description is: "A Resolution declaring PCS & Build as the lowest and best bidder for the Highland Heights Police and Fire Station – HVAC and Interiors project, authorizing the mayor to enter into a contract with said bidder in an amount not to exceed One Million, Seven Hundred Ninety-Six Thousand, Five Hundred Forty-One dollars (\$1,796,541.00), rejecting all other bids received, and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

Council was asked to suspend the Second and Third readings to allow the preparation of the project to begin.

A motion was made by Mrs. Ganser to suspend the Second and Third readings; seconded by Mr. DeLisio. Ayes All, motion carried.

Mr. Milroy moved to adopt; seconded by Mr. Goff. Ayes All, motion carried.

FIRST READING OF ORDINANCE 2-2023: Council listened to the Third Reading in title only of Proposed Ordinance 2-2023 which description is: “An Ordinance appropriating for current expenses and other expenditures of the City of Highland Heights, Ohio, for the period commencing January 1, 2023, and ending December 31, 2023 and declaring an emergency.” (Mayor Chuck Brunello, Jr. & Council as a Whole)

FIRST READING OF ORDINANCE 3-2023: Council listened to the Third Reading in title only of Proposed Ordinance 3-2023 which description is: “An Ordinance authorizing all actions necessary to accept Northeast Ohio Public Energy Council (NOPEC) 2023 energized community grant and declaring an emergency.” (Mayor Chuck Brunello, Jr. & Council as a Whole)

MOTION TO ADJOURN INTO EXECUTIVE SESSION: A motion was made by Mr. DeLisio to adjourn into Executive Session by Roll Call vote pursuant to Section 121.22(G)(4) of the Ohio Revised Code and Highland Heights Charter 4.05 to discuss employee salaries; seconded by Mrs. Ganser.

Roll Call on Motion to adjourn into Executive Session: Ayes: Unanimous. Motion passed.

Council adjourned into Executive Session at 8:03 p.m. and reconvened in public session at 8:35p.m.

ADJOURNMENT: A motion was made by Mr. Milroy and seconded by Mrs. Ganser to adjourn the meeting. Ayes all; motion carried. Meeting adjourned at 8:36 p.m.

Clerk of Council

President of Council