PRESENT: Mayor Brunello, Council Representatives D’Amico, DeLisio, DiLalla, Ganser, Hargate, Milroy, Stickan; Clerk of Council Cahill; Fire Chief Turner; Police Chief Cook; Service Director Evans; Building Commissioner Grabfelder; City Engineer Mader; Finance Director Filippo; Law Director Paluf.

ACTION ON MINUTES:  
The reading of the Minutes of the Regular Council Meeting held February 25, 2020 was dispensed with. Mr. DiLalla moved to accept the Minutes as written; seconded by Mrs. Ganser. Ayes:  D’Amico, DeLisio, DiLalla, Ganser, Milroy, Stickan  
Abstain:  Hargate  
Motion carried.

DEPARTMENT HEAD REPORTS:  
Fire Chief's Report:  Chief Turner reported for the month of February the Fire Department responded to 126 calls for service. Chief Turner requested suspension of the Third Reading on items #5 & #6 to allow for the purchase of the rescue tools and Chevrolet Tahoe at the quoted dealer prices.

Chief Turner will be attending a meeting with ODOT representatives to discuss the I-271 NB to I-90 high bridge construction project.

Chief Turner provided an update on the Coronavirus and stated the safety forces and administration will be following the County Board of Health guidelines. The County Board of Health works directly with the State of Ohio Department of Health. The State Board of Health works directly with the CDC. The City will be following the above-mentioned agencies' guidelines and directives.

The Fire Department has revised response protocols to comply with County Board of Health guidelines. All police and fire personnel have appropriate equipment and an adequate supply of masks, gowns and gloves. The CDC distributes updates electronically to send information as quickly as possible. Chief Turner cautioned viewing websites other than the Ohio Department of Health, Cuyahoga County Board of Health and CDC for information. Washing hands and limiting interaction with groups of people are advised.

Mrs. Ganser questioned if the revised protocol to disinfect the ambulances after every run has slowed down response times. Chief Turner stated no, there are two ambulances and there should be no delay in response time.
Mr. DeLisio questioned if there is a concern of obtaining sanitizers and other cleaning materials should the outbreak continue for a long period of time. Chief Turner stated University Hospitals is the City’s medical control and they have a stockpile and are confident that there is an adequate supply in storage.

Mr. DiLalla questioned if there have been discussions with the school system. Chief Turner stated no, the school system is working with the Ohio Department of Health. In response to President Stickan’s question, Chief Turner stated nursing home facilities have been provided with a brochure to place at their entrances. Chief Turner provided a brochure from the CDC entitled “10 things you can do to manage your health at home.”

**Police Chief's Report:** Chief Cook reported for the month of February the Police Department responded to 1,313 calls for service. There were 14 motor vehicle accidents with two involving injuries. The department responded to 68 residential alarms; 77 mutual aid calls; and, 96 general assistance to residents. There were 22 inmates in the jail facility for approximately 500 hours for the month.

Chief Cook met with the Safety and Service Committee this evening to discuss the police department's complement, which would require an amendment to Section 131 of the Administrative Code of the Codified Ordinances of the City of Highland Heights. The memo and attached data will be forwarded to Council also. The last time the complement has been increased was 2005. The call volume was 11,000 per year and currently it is approximately 18,000 per year.

Chief Cook stated item #1 on the Agenda is a recommendation to suspend the $60 annual fee for the residential alarm board. The Dispatch Center has been upgraded and cellular service is now being offered to the residents.

Chief Cook stated the police officers and dispatchers have received training on the Coronavirus. The Asst. Fire Chief trained the police officers on personal protective equipment and cleaning of the vehicles.

Mr. Milroy asked how many residents are currently using the alarm board. Chief Cook stated approximately 53 residents: or a waiver of approximately $4,200. Chief Cook stated Highland Heights is one of the few municipalities that still offer this service to residents.

**Service Director's Report:** Director Evans stated Household Hazardous Waste collection began and will continue through March 20th during regular business hours and a Saturday collection on March 21st 9 AM until Noon. The month of April will be the County’s computer round-up collection at the Service Department.

Director Evans stated item #4 is the bid award recommendation for the 2020 Concrete Road Program and Sidewalk Replacement Program that was discussed at Committee of the Whole. Director Evans requested suspension of the third reading on item #8, the Strumbly Drive Water Main and 2020 Asphalt Road Program award legislation.

**Building Commissioner's Report:** Mr. Grabfelder stated the Building Department issued 30 residential permits and 19 commercial permits. There were five zoning notices sent and one property owner was sent to Court.
Mr. Grabfelder stated the Rental program has begun. The notices were mailed to property owners and two inspections have been completed.

Mr. Grabfelder informed Council that the property at 282 Miner Road has been an ongoing situation over the years. Two citations have been issued to the property owner and a preliminary court date is set for March 25th.

Mr. Grabfelder stated Panini’s plans to open on March 12th. Dunkin’ Donuts plans to open on March 13th. Poke Fresh has also opened.

Mrs. Ganser questioned if the house on Miner Road is vacant. Mr. Grabfelder stated no, the house is occupied.

City Engineer’s Report: Mr. Mader also requested a suspension of the third reading on the Strumbly Drive Water Main Replacement & 2020 Asphalt Program legislation. The contractor is ready to begin due to the mild spring weather.

The 2020 Street Striping contract is ready to advertise for bids. However, the Crack Sealing award has not been determined. Crack sealing should be completed before the street striping is performed.

The County maintenance reimbursement program anticipates approximately $100,000 reimbursement. The County’s 50/50 program for the Wilson Mills right turn lane anticipates approximately $130,000 reimbursement.

The Phase II annual EPA report will be submitted by the March 31st deadline.

Finance Director’s Report: Director Filippo had no report.

COMMITTEE REPORTS:

Commission on Aging: Ms. D’Amico stated the Commission on Aging, A.K.A. Highland Heights Seniors will have a meeting on March 16th at 1 PM at City Hall.

Community Day: Mr. DeLisio stated the Community Day Committee met March 3rd with Mayor Brunello, Mr. Milroy and Mr. Gorentz attending.

Planning and Zoning Commission: Mr. DiLalla stated the Planning & Zoning Commission met on March 9th and approved: signage for Poke Fresh, 6319 Wilson Mills Road; signage for Don Nacho’s Mexican Restaurant, 5596 Highland Road; and lot consolidation for Maypine Land Co. LLC, 247 Miner Road.

Safety and Service Committee: Chairperson Ganser stated Safety and Service Committee met this evening and received information from Chief Turner and Chief Cook on the training of police and fire personnel on safety procedures during the Coronavirus.

Chairperson Ganser stated the City of Highland Heights is one of the few municipalities in this area that offer the alarm board to its residents. The alarm board directly into the dispatch center creates faster response times. Chairperson Ganser commended Chief Cook for updating the alarm board for cellular use.

Hillcrest Council of Councils: Mr. Hargate had no report.

Drainage Committee: Chairperson Milroy had no report.
Law Director’s Report: Mr. Paluf stated item #3, the ordinance to extend the Moratorium on assisted living facilities, nursing homes and homes for the aged, is recommended as the current moratorium expires April 22, 2020. The proposed ordinance would extend the moratorium by 270 days.

MAYOR’S REPORT: Mayor Brunello stated the Summer Sizzler has been mailed to each residence. Online registration has begun for the summer programs. The Spring Newsletter will be mailed the week of March 23rd.

Mayor Brunello stated a locker-style charging station has been received from NOPEC grant and will be installed at the Community Center. Another charging station will be requested for the City Park/Pool area.

Mayor Brunello attended the Mayfield Area Chamber of Commerce meeting today. Dr. Kelly was the guest speaker and he provided an overview of the school system.

Mayor Brunello stated a new tenant at the former Pizza Fire location in the Shoppes of Alpha has requested a transfer of a liquor license to La Fiesta. Council had no objection to the liquor license transfer.

Mayor Brunello stated he has been meeting with the Fire Chief, Police Chief and Department heads to review the recommended guidelines on the Coronavirus. At this time, there are no cancellations; however, new information is being provided daily and will be reviewed and implemented as necessary.

PRESIDENT’S REPORT: President Stickan stated the Legislative and Finance Committee met this evening and discussed the moratorium extension and Planning & Zoning Code amendment legislation with Mr. Adamus. All seven amendments were reviewed, and the Committee reached a consensus on five of the amendments which will be presented to Council at a Committee of the Whole meeting.

The Committee reviewed the request of Kimble and authorized the Mayor to pay $269.50 which is authorized in the contract under increases to government fee.

Mr. Hargate requested discussion of the proposed zoning amendments prior to legislation being prepared and on the Council agenda. President Stickan agreed and stated the draft legislation has been prepared and will be discussed at Committee of the Whole. No readings will be held on the legislation until reviewed by full Council.

ITEMS TO BE REMOVED/ADDED TO THE AGENDA: There were no items added or removed from the Agenda.

MEETING OPENED TO THE PUBLIC:

President Stickan recognized Willoughby South High School students in the audience.

Ms. Joan Gottschling, President of the Mayfield Township Historical Society, provided an overview of all the activities of the Society and thanked the City for the annual donation.
Mr. Tom Hughes, 957 Millridge Road. President Stickan informed Mr. Hughes that he will be given ten minutes, not the regular three minutes, to present his concerns to Council. Mr. Hughes invited the new council members to view his property on either April 4th or April 11th. Mr. Hughes showed a photo of his property which illustrated the water flowing into his yard. Mr. Hughes stated Mr. Grabfelder sent a memo from him regarding non-conforming use of property to the Law Director. Mr. Hughes is expecting an answer from the Law Director. Mr. Hughes stated all documents that he refers to will be made available to the Clerk of Council. Mr. Hughes showed a photo of his driveway curb. Mr. Hughes stated he has submitted a Drainage Investigation Report. Mr. Hughes implored the Council and Administration to fix his drainage problems. President Stickan noted that Mr. Hughes received over 17 minutes to address Council.

NEW BUSINESS:

MOTION TO SUSPEND FEE: A motion was made by Mr. DiLalla to suspend the $60.00 annual maintenance fee for the year 2020 per HHCO 1329.08(f) for alarm connections to the Police and Fire alarm console; seconded by Ms. D’Amico. Ayes all; motion carried.

ENACTMENT OF ORDINANCE 7-2020: Council listened to the Third Reading in title only of Proposed Ordinance 7-202 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, 2020 and ending December 31, 2020, and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

Mr. Milroy moved to enact; seconded by Mrs. Ganser. Ayes all; motion carried.

FIRST READING PROPOSED ORDINANCE 9-2020: Council listened to the First Reading in title only of Proposed Ordinance 9-2020 which description is: “An Ordinance extending the Moratorium on the issuance and processing of any conditional use permits or for assisted living facilities, nursing homes and homes for the aged as listed in 1109.03 of the Highland Heights Codified Ordinances and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

FIRST READING PROPOSED RESOLUTION 11-2020: Council listened to the First Reading in title only of Proposed Resolution 11-2020 declaring T.C. Construction Co. Inc., as the lowest and best bidder for the 2020 Concrete Road Repair & Sidewalk Replacement Program, authorizing the Mayor to enter into a contract with said bidder in an amount not to exceed Two Hundred Seventy Three Thousand One Hundred Thirty-Seven Dollars and Fifty Cents ($273,137.50) for the 2020 Concrete Road Repair & Sidewalk Replacement Program, rejecting all other bids received, and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

ADOPTION OF RESOLUTION 7-2020: Council listened to the Second Reading in title only of Proposed Resolution 7-2020 which description is: “ A Resolution authorizing the Mayor to execute a contract with Sutphen Corporation for the purchase of Hydraulic Rescue Tools, in an amount not to exceed Thirty-Eight Thousand Dollars and Zero Cents ($38,000.00) and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)
Council was asked to suspend the third reading to allow the purchase at the price quoted last year. Mr. DeLisio moved to suspend the Third Reading; seconded by Mrs. Ganser. Ayes all; motion carried.

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

**ADOPTION OF RESOLUTION 8-2020:** Council listened to the Second Reading in title only of Proposed Resolution 8-2020 which description is: “A Resolution authorizing the Mayor to execute a contract with Ganley Chevrolet for the purchase of a 2020 Chevrolet Tahoe, pursuant to the Ohio Cooperative Purchasing Act in an amount not to exceed Thirty-Seven Thousand, Five Hundred and Fifty-One Dollars and Fifty Cents ($37,551.50), and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

Council was asked to suspend the Third Reading to allow the purchase at the price held by the dealer. Mr. DiLalla moved to suspend the Third Reading; seconded by Mr. DeLisio. Ayes all; motion carried.

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

**ADOPTION OF RESOLUTION 9-2020:** Council listened to the Second Reading in title only of Proposed Resolution 9-2020 which description is: “A Resolution authorizing the Mayor to execute a contract with Ganley Chevrolet for the purchase of a 2020 Chevrolet Tahoe, pursuant to the Ohio Cooperative Purchasing Act in an amount not to exceed Thirty-Six Thousand, Six Hundred and Ninety-One Dollars ($36,691.00), and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

Council was asked to suspend the Third Reading to allow the purchase at the price held by the dealer. Ms. D’Amico moved to suspend the Third Reading; seconded by Mr. DeLisio. Ayes all; motion carried.

Mr. Hargate moved to adopt; seconded by Ms. D’Amico. Ayes all; motion carried.

**ADOPTION OF RESOLUTION 10-2020:** Council listened to the Second Reading in title only of Proposed Resolution 10-2020 which description is: “A Resolution declaring Mr. Excavator, Inc as the lowest and best bidder for the Strumbly Drive Water Main Replacement & 2020 Asphalt Road Program, authorizing the Mayor to enter into a contract with said bidder in an amount not to exceed Nine Hundred and Three Thousand Seven Hundred and Six Dollars and Eighty Cents ($903,706.80) for Base Bid and Two Hundred Forty Seven Thousand Nine Hundred and Ninety Four Dollars ($247,994.00) for the Alternate Bid for a total of One Million One Hundred Fifty One Thousand Seven Hundred Dollars and Eighty Cents ($1,151,700.80), rejecting all other bids received and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)
Council was asked to suspend the Third reading to allow for the contract to begin due to the mild spring weather. Mr. Milroy moved to suspend the Third Reading; seconded by Mrs. Ganser. President Stickan stated it will be exciting to have this project begin and have new sidewalks in the area. Ayes all; motion carried.

Mrs. Ganser moved to adopt; seconded by Mr. Hargate. Ayes all; motion carried.

**SECOND READING PROPOSED ORDINANCE 8-2020:** Council listened to the Second Reading in title only of Proposed Ordinance 8-2020 which description is: “An Ordinance amending Chapter 141 of the Administrative Code of the Codified Ordinances of the City of Highland Heights, Ohio, pertaining to the title of Commission on Aging.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

**ADOPTION OF RESOLUTION 4-2020:** Council listened to the Third Reading in title only of Proposed Resolution 4-2020 which description is: “A Resolution authorizing the Mayor to enter into a contract with B.T.S. to provide food and beverage concession services at the Municipal Pool and Park for the summer of 2020 and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

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

**ENACTMENT OF ORDINANCE 6-2020:** Council listened to the Third Reading in title only of Proposed Ordinance 6-2020 which description is: “An Ordinance authorizing all actions necessary to accept Northeast Ohio Public Energy Council (NOPEC) 2020 Energized Community Grant(s), and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

Ms. D’Amico moved to adopt; seconded by Mr. DeLisio. Ayes all; motion carried.

**ADJOURNMENT:** A motion was made by Ms. D’Amico and seconded by Mr. DeLisio to adjourn the meeting. Ayes all; motion carried. Meeting adjourned at 9:05 p.m.

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Clerk of Council

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President of Council