PRESENT IN CHAMBER: Mayor Brunello, Council President Stickan; Council Representative Hargate; Clerk of Council Cahill; Service Director Belfiore; Finance Director Filippo; Law Director Paluf.

PRESENT VIA ZOOM: Representatives D’Amico, DeLisio, DiLalla, Ganser, Milroy; Fire Chief Turner; Police Chief Cook; Building Commissioner Grabfelder; City Engineer Mader; five members of the public.

President Stickan appreciated everyone’s patience as this was the first-time embracing technology to hold a hybrid Council Meeting using Zoom.

ACTION ON MINUTES:
The reading of the Minutes of the Regular Council Meeting held March 24, 2020 was dispensed with. Mr. Hargate moved to accept the Minutes as written; seconded by Mr. DiLalla. Ayes all; motion carried.

DEPARTMENT HEAD REPORTS:

MAYOR’S REPORT FROM BUILDING DEPARTMENT:
The Building report submitted by Commissioner Grabfelder stated for the month of March, the Building Department issued 32 residential permits and 14 commercial permits. Ten zoning notices were sent. There was one court case and eight rental inspections.

City Engineer’s Report: Mr. Mader sent his report via email and presented it during the meeting as follows:

**2020 ASPHALT PROGRAM & STRUMBLY WATERMAIN**
- Construction of the water main is starting this week.
- Traffic on Strumbly will be limited to Local Traffic Only with detours posted to Bishop
- The first couple of weeks will be the installation of the temporary main before actual water main replacement starts.

**2020 Concrete Repair and Sidewalk Program**
- Have reached out to the low bidder TC Construction.
- As of last week they were not working because of the virus.
He is looking to provide me an anticipated schedule. At which time I will be scheduling a preconstruction meeting.
Informed him the City would like to try and get Alpha Drive repair work completed in the near future as the traffic is greatly reduced.

The 2020 Crack Sealing Program
- Bids were opened on Thursday April 9, 2020.
- Low bidder incorrectly filled out the bid and it is being rejected on the basis of an unbalanced bid. Low bidder has been notified.
- Intend to recommend award to second place bidder. At the time of this report I have not heard back from the second low bidder.
  - Would look for suspension and award unless there are questions.
  - We are waiting on the award of this prior to advertising the pavement marking program.

BRAINARD ROAD SANITARY LATERAL
- County fixed cross connection at 1021 Brainard.
- Contractor hit unmarked electric line and did knock out power for a good portion of a day last week.
- County will be lining another lateral (1026) found to be in poor condition.
  - Repairs come out of our sanitary maintenance fund through the county.

PHASE II ANNUAL REPORT
- Report was submitted to the EPA.

BRAINARD ROAD RESURFACING
- Have reached out to the county for an update on the resurfacing project.
- Making sure that they plan on proceeding as scheduled.

BISHOP ROAD BRIDGE REPLACEMENT
- Same as the Brainard Resurfacing I am trying to get updates to make sure this is proceeding as scheduled.

Mr. Paluf stated that he is in agreement with the intent to recommend the 2020 Crack Sealing Program to the second place bidder.

Service Director's Report: Director Belfiore sent his report via email and presented it during the meeting as follows:

Leaf Collection – Highland Height’s Public Service Department continues weekly leaf collection citywide on Thursdays and Fridays by a 3 man crew assigned to the task. For the beginning month of April, staff has removed approximately 25 cubic yards of leaf material from resident’s tree lawns. Additionally, the last day for citywide leaf collection will be May 1, 2020.
Brush Collection – Highland Heights’s Public Service Department continues weekly brush collection Citywide by a 2 man crew assigned to the task. For the beginning month of April, staff has removed and chipped approximately 30 yd³ from resident’s tree lawns.

Vehicle maintenance – Public service mechanic completed repairs on the following vehicles:
- Oil change/service performed on Police 3750
- Oil change/service performed on Police 3759

Front brake/rotor replacement has begun on Chief Building Official Grabfelder’s vehicle. The vehicle will be sent for a wheel alignment when the brake repairs are completed.

DeMlita Iron & Metal dropped off a 30 yd³ scrap metal container for the department’s use. When full, the roll-off container will be removed and weighed to determine a scrap value. The City will then be issued an empty container and check for the weighed scrap value.

Administrative – Public Service Director, Assistant Director, and Administrative Assistant met with Chief Building Official Grabfelder and his staff regarding right-of-way permits. Effectively immediately any contractor performing work within the City’s right-of-way will be required to apply for a permit through the City’s Service Department.

Supervisory staff met with Recreation Director Ianiro, City Engineer Mader, and Mayor Brunello to discuss 2020 capital improvement projects in the City Park.

Mr. DeLisio reported a non-operating streetlight at the corner of Locklie and Lynden. Mayor Brunello stated CEI has been notified and a work order has been created.

Mr. DiLalla requested an update on the changes to the yard waste collections. Mayor Brunello will report on the changes during the Mayor’s report.

Fire Chief’s Report: Chief Turner had no report and was available to answer questions.

Police Chief’s Report: Chief Cook had no report and was available to answer questions.

Finance Director’s Report: Director Filippo had submitted memos explaining items #1-6 on the Agenda. Director Filippo was available to answer questions.

Law Director’s Report: Mr. Paluf had no report and was available to answer questions.

Mayor’s Report: Mayor Brunello thanked Recreation Director Ianiro for creating the Bunny Parade this past weekend. The Fire Chief; Asst. Chief and Police Department were all involved a six hour drive through the City greeting residents and children.
Mayor Brunello distributed a notice from Kimble outlining changes in collections due to the COVID-19 governmental declarations of emergency. The changes became effective on April 13th and the Service Director will monitor complaints received to determine a remedy as necessary.

Mayor Brunello announced the continuation of the cancellation of all Non-Essential meetings for the remainder of the month of April. City Hall will remain closed to the public. This order will remain in effect until May 4th. The use of a conference calls or teleconferencing of necessary meetings is encouraged.

Mayor Brunello stated summer recreation registrations are currently open. No official decisions have been made on how to proceed with any summer programs.

PRESIDENT’S REPORT: President Stickan welcomed the residents who are participating with the Zoom teleconference. The meeting this evening is a hybrid with some attendees in Chamber and teleconferencing to comply to social distancing guidelines and engaging the public in the meeting. The Clerk of Council can address any questions that the public may have after attending the teleconference meeting.

COMMITTEE REPORTS:

There were no committee reports presented.

ITEMS TO BE REMOVED/ADDED TO THE AGENDA: No new items were added to the agenda.

MEETING OPENED TO THE PUBLIC: Any public comments were to be emailed or called into the Council Office by 7 PM this evening. The Clerk received no communications from the public to be read at this meeting.

NEW BUSINESS:

FIRST READING PROPOSED RESOLUTION 13-2020: Council listened to the First Reading in title only of Proposed Resolution 13-2020 which description is: “A Resolution authorizing the Finance Director to make a payment to Alloy Bellows and Precision Welding Inc. from nontax revenues in the amount of Fifty-One Dollars ($51) pursuant to the Economic Development Grant Agreement dated June 13, 2017 and declaring an emergency.” (Mayor Chuck Brunello, Jr.)

FIRST READING PROPOSED RESOLUTION 14-2020: Council listened to the First Reading in title only of Proposed Resolution 14-2020 which description is: “A Resolution authorizing the Finance Director to make a payment to Swagelok Company from nontax revenues in the amount of Two Hundred Fifty Thousand Dollars ($250,000) pursuant to the Economic Development Grant Agreement dated July 28, 2015 and declaring an emergency.” (Mayor Chuck Brunello, Jr.)
FIRST READING PROPOSED RESOLUTION 15-2020: Council listened to the First Reading in title only of Proposed Resolution 15-2020 which description is: “A Resolution authorizing the Finance Director to make a payment to Progressive Casualty Insurance Company from nontax revenues in the amount of Two Hundred Fifty Thousand Dollars ($250,000) pursuant to the Economic Development Grant Agreement dated December 28, 2017 and declaring an emergency.” (Mayor Chuck Brunello, Jr.)

FIRST READING PROPOSED RESOLUTION 16-2020: Council listened to the First Reading in title only of Proposed Resolution 16-2020 which description is: “A Resolution authorizing James G. Zupka, Inc. to assist the city in preparation of its Basic Financial Statements (GPFS) in accordance with GASB statement 34 and all other GASB statements for the calendar years 2020, 2021, 2022 and 2023 and declaring an emergency.” (Mayor Chuck Brunello, Jr.)

FIRST READING PROPOSED ORDINANCE 13-2020: Council listened to the First Reading in title only of Proposed Ordinance 13-2020 which description is: “An Ordinance providing for the issuance and sale of $1,750,000 of notes, in anticipation of the issuance of bonds, for the purpose of widening and reconstructing Miner Road, resurfacing and otherwise improving Ford Road and other city streets, improving Culvert No. 15 in Highland Road, replacing segments of concrete in city streets, and all drainage and other related improvements thereto, and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

SECOND READING OF PROPOSED ORDINANCE 12-2020: Council listened to the Second Reading in title only of Proposed Ordinance 11-2020 which description is: “An ordinance approving the editing and inclusion of certain ordinances as parts of the various component codes of the Codified Ordinances of Highland Heights, Ohio and declaring an emergency.” (Mayor Brunello, Jr. and Council as a Whole)

ADJOURNMENT: A motion was made by Mr. Hargate and seconded by Ms. D’Amico to adjourn the meeting. Ayes all; motion carried. Meeting adjourned at 8:30 p.m.

______________________________
Clerk of Council

______________________________
President of Council