CITY OF HIGHLAND HEIGHTS
MINUTES OF A COUNCIL MEETING
HELD: JUNE 9, 2020
Highland Heights Community Center
8:00 PM

PRESENT AT COMMUNITY CENTER: Mayor Brunello; Council Representatives: D’Amico, DeLisio, DiLalla, Ganser, Hargate, Milroy, Stickan; Clerk of Council Cahill; Fire Chief Turner; Police Chief Cook; Service Director Belfiore; 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 May 26, 2020 was dispensed with. Mr. Milroy moved to accept the Minutes as written; seconded by Ms. D’Amico. Ayes all; motion carried.

DEPARTMENT HEAD REPORTS:

Fire Chief’s Report: Chief Turner reported for the month of May, the Fire Department responded to 141 calls for service. This number reflects a 5% decrease in calls from last year.

On June 16th, a final inspection will be conducted on the new fire engine. It is anticipated to drive the new fire engine to the station.

Chief Turner stated fire prevention activities have restarted. It is anticipated to begin next month small community outreach educational programs.

Mayor Brunello was remiss last Council Meeting in not thanking the Fire Chief for the Memorial Day Parade.

Police Chief’s Report: Chief Cook reported for the month of May the Police Department responded to 902 calls for service. There were five motor vehicle accidents with four involving injuries. The Police Department responded to 66 residential alarms; assisted other departments 73 times in mutual aid; and made 218 general welfare checks. Two inmates were held at the Jail facility. The Lyndhurst Court is not in full service and all misdemeanor arrests and warrants are being cited.

Chief Cook stated a Resolution to purchase a budgeted vehicle will be presented at the next Council meeting for Council to consider.

Chief Cook stated the Police Department has received many emails regarding policy and procedures of the Police Department since the death of Mr. George Floyd. Chief Cook stated a use of force policy statement will be posted on the city’s website assuring the residents, the Mayor and Council of the department’s procedures.
Chief Cook stated the Highland Height’s Police Department has received CALEA (Commission on Accreditation for Law Enforcement Agencies) recognition for ten years. Only 4% of the departments in the United States are CALEA accredited.

Mr. DiLalla questioned why do only 4% of the nation’s police departments received CALEA recognition. Chief Cook answered that there are 400 standards to be met and each policy and procedure is extensively reviewed.

Mayor Brunello will seek to have this information in the citywide newsletter. Mayor Brunello thanked Chief Cook for providing the information to address residents’ concerns.

Service Director’s Report: Director Belfiore stated the citywide brush collection will continue until the end of June. The department has collected 45 cubic yards of brush from tree lawns.

Director Belfiore stated repairs to the Park’s asphalt path has been completed. The Pool is scheduled to be open on June 18th. At the Municipal Complex, the grass has been fertilized; mulching of the beds will be completed this week; Council Office window is ready for installation.

The Household Hazardous Waste Collection started June 8th and will continue through June 20th at the Service Department between 8 AM and 3:30 PM.

Mayor Brunello advised Council to refer trash collection complaints to the Service Director.

Building Commissioner’s Report: Mr. Grabfelder reported for the month of May, the Building Department issued 63 residential permits which included one new home in the Maypine development. There were 11 commercial permits issued.

Mr. Grabfelder advised Council that the old fence at the former Phillips building will be replaced by Progressive.

City Engineer’s Report: Mr. Mader stated 50% of the connections have been tapped on the Strumbly watermain. The grading for the sidewalk has begun on the south portion.

Mr. Mader reported that Esther/Roy/Renee should have an intermediate course by the end of the week.

Mr. Mader stated the Concrete Repair program work on Alpha Drive is completed. The Highland Woods area will begin by the end of the month.

Mr. Mader stated contractor has finished the filling of the wide cracks on Wilson Mills Road. The balance of the crack sealing will be completed by early July and not impact the street striping program.

Mr. Mader stated the Street Striping Program bid opening is June 11th. There are currently three sets of plans.

Mr. Mader stated the Bishop and Wilson Mills signal is anticipated to be bid in July.

Mr. Mader stated Brainard Road resurfacing has the intermediate course applied on the northbound lanes. Brainard Road is open to southbound traffic only. The County anticipates completion early to mid-July.
Mr. Mader stated he has met with one Eastlawn/Colony resident; will have a second resident meeting this week; and will be in contact with a third resident.

Mayor Brunello conveyed complaints on the traffic light at Brainard. Mr. Mader will address the concerns with the contractor.

Finance Director's Report: Director Filippo stated the audit has been completed and there were no citations. An Audit Exit Conference will be held 3:30 PM on June 15th via teleconference. An invitation and log in information will be sent to Council. Director Filippo stated all the fees for the cancelled recreation programs have been refunded. New fees for the new programs are being collected. The deadline for baseball sign-up is this evening.

COMMITTEE REPORTS:

Commission on Aging: Ms. D’Amico stated the June meeting of the Commission on Aging has been cancelled. The treats for seniors at the Music at the Gazebo will be postponed due to COVID-19. The Commission will cautiously review future events as COVID-19 guidelines and restrictions are monitored.

Community Day: Mr. DeLisio stated a Community Day meeting will be held on June 16th at the Park at 7 PM.

Park & Recreation: Mr. DeLisio stated a Park & Recreation meeting will be held on June 17th at the Park at 6 PM.

Planning & Zoning: Mr. DiLalla stated Planning & Zoning Commission met June 8th and reviewed and approved a southerly building wall sign and ground sign panel for Fitness Together, 6267 Wilson Mills Road.

Safety and Service Committee: Mrs. Ganser stated the Safety and Service Committee met this evening along with Chief Cook and Chief Turner. The Chiefs were instrumental in developing an ordinance to create a Department of Public Safety. Currently, the Mayor has been acting as the Public Safety Director; however, an ordinance is necessary to formalize this designation as required by O.R.C. The legislation will be drafted and discussed at the next Committee of the Whole meeting.

Mr. Milroy questioned if this designation would require additional staffing. Mrs. Ganser stated no, the ordinance would clarify the Public Safety Director title.

Drainage Committee: Mr. Milroy reported a Drainage Committee meeting was held this evening. Mr. Mader will be meeting with Eastlawn/Colony residents. The Service Department evaluated properties on Roy. Mr. Milroy scheduled a Drainage Committee meeting for June 23rd.
Law Director’s Report: Mr. Paluf stated sample legislation was received from OML on Senate Bill 310. Legislation will be drafted for Council’s review at the next meeting.

Mr. Milroy questioned if the legislation would require three readings. Mr. Paluf stated a suspension will be requested to initiate the program.

Mayor’s Report: Mayor Brunello announced the retirement of Executive Assistant Marlene Kole. The new Executive Assistant is Jolene Greve. Ms. Greve has been serving on the Park & Recreation Commission Chair for the past eight years. Ms. Greve will resign from the Park & Recreation Commission. Mayor Brunello announced the appointment of Samantha Engoglia to the Park & Recreation Commission to fill the Ms. Greve’s term which will expire 12/31/2020.

Mayor Brunello informed Council of programs that will be held this summer. The Pool will open on June 18th. The Pool will have a list of guidelines to be followed, changes in hours of operation and reservations are required. The pool is for residents only. Baseball/softball registration deadline is June 10th at 8 AM. T-ball and Day Camp was officially cancelled. The Scavenger Hunt will be held on June 14th at the Park at 10 AM. The Neighborhood Bike Ride will be held on June 28th at 11 AM. The Movie in the Park will be held June 26th. Playgrounds will officially open June 10th. Tennis courts and pickleball courts are open.

Mayor Brunello stated the Community Center will be opening on July 6th. Restaurant protocol guidelines will be followed.

Mayor Brunello stated the July 18th Fireworks will be rescheduled to September 26th, the evening of Community Day.

Mayor Brunello stated the newsletter is anticipated to be mailed to residents by June 22nd.

Mr. DiLalla questioned when the guidelines for the pool will be available. Mayor Brunello stated the guidelines are completed and are available.

President’s Report: President Stickan had no report.

Items to be removed/added to the agenda: There were no items removed or added to the Agenda.

Meeting opened to the public: There were no comments from the public.

New Business:

Motion to appoint: A motion was made by Mr. Hargate to confirm the Mayor’s appointment of Samantha Engoglia to the Park and Recreation Commission to fill the remainder of Ms. Greve’s term expiring 12/31/2020; seconded by Mrs. Ganser. Ayes all; motion carried.
ADOPTION OF RESOLUTION 18-2020: Council listened to the First Reading in title only of Proposed Resolution 18-2020 which description is: “A Resolution authorizing the Mayor and Finance Director to create a Small Business Relief Economic Grant Program to assist small local businesses located in Highland Heights that have been impacted by the COVID-19 Pandemic and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

Council was asked to suspend the Second and Third readings to institute the program in a timely fashion. Ms. D’Amico moved to suspend the Second and Third readings; seconded by Mr. DeLisio. Ayes all; motion carried.

Mrs. Ganser moved to adopt; seconded by Ms. D’Amico. Ayes all; motion carried.

SECOND READING PROPOSED ORDINANCE 14-2020: Council listened to the Second Reading in title only of Proposed Ordinance 14-2020 which description is: “An ordinance adopting a Tax Budget for the City of Highland Heights, for the year 2021 and declaring an emergency.” (Mayor Chuck Brunello, Jr. and Council as a Whole)

SECOND READING PROPOSED ORDINANCE 15-2020: Council listened to the Second Reading in title only of Proposed Ordinance 15-2020 which description is: “An Ordinance authorizing transfers and declaring an emergency. (General Fund to Capital Improvement Fund $1,000,000)” (Mayor Chuck Brunello, Jr., and Council as a Whole)

SECOND READING PROPOSED ORDINANCE 16-2020: Council listened to the Second Reading in title only of Proposed Ordinance 16-2020 which description is: “An ordinance authorizing transfers and declaring an emergency. (General Fund to Police Pension Fund $250,000; General Fund to Fire Pension Fund $250,000)” (Mayor Chuck Brunello, Jr., and Council as a Whole)

ADJOURNMENT: A motion was made by Mr. Milroy and seconded by Mr. DeLisio to adjourn the meeting. Ayes all; motion carried. Meeting adjourned at 8:40 p.m.

__________________________
Clerk of Council

__________________________
President of Council