

**CITY OF HIGHLAND HEIGHTS  
MINUTES OF A COUNCIL MEETING  
HELD: MARCH 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; Law Director Lograsso; 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 February 28, 2023, was dispensed with. Mr. DeLisio moved to accept the minutes as written; seconded by Mr. Milroy. Ayes all; motion carried.

**Fire Chief's Report:** Chief Turner stated for the month of February the Fire Department responded to 137 emergency calls with 21% overlapping. The average response time from time of call to on scene was 4 minutes and 9 seconds.

Chief Turner stated that Engine 811 is in Oakwood for some mechanical repairs. All repairs are covered under the warranty.

Chief Turner described the memos distributed to Council. One was for the shelters during the envelope project, another for the trailers with bathrooms, and lastly a memo for moving expenses with the renovations and the installation of a generator already purchased.

Mr. DiLalla asked if the trailers or where the firefighters will eat, sleep, and maintain for the next seven to eight months. Chief Turner responded yes, but cannot cook inside the trailers. Mr. DiLalla asked how firefighters will go from trailer to emergency vehicles. Chief Turner responded that they will maintain operations in the bay for the equipment and the fire trailer will be as close to the building as possible.

Mr. Milroy asked if the generator is already purchased. Chief Turner responded yes and will be delivered in October or November. Mr. Milroy asked what is being paid for. Chief Turner responded there are a lot of pieces to put in and the timing with the renovations will work.

**Police Chief's Report:** Chief Matejcic stated his support of all the legislation and motions Chief Turner discussed.

Chief Matejcic reported for the month of February the Police Department received a total of 1,195 calls. 10 calls included property damage, there were 4 injuries, and there were 55 alarm calls. The department entered 50 warrants. Officers conducted 283 prisoner safety checks and the jail housed 10 prisoners who served 159 hours of time.

Chief Matejcic informed Council that there will be a Ladies Self Defense class on April 4 in the Community Center.

Chief Matejcic stated that the department conducted a thorough house cleaning in preparation for the renovations. The department went through many records. All items were destroyed or maintained according to the records retention rules and regulations. Chief Matejcic stated that the 2022 Annual Report was sent to Council.

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Service Director's Report: Mr. Belfiore stated Absolute Shredding shredded documents for the Police and Fire Building. A total of 8,100 pounds of paper was collected from all the departments. The community shred day will be held May 13 from 9am to 1pm at the Service Department.

Mr. Belfiore stated that the Household Hazardous Waste collection begins Monday. The program will be March 20 through 31; hours are 7am to 3:30pm Monday through Friday; 9am to 1pm on Saturday, April 1. The containment and documentation will be picked up March 15.

Building Commissioner's Report: Mr. Grabfelder stated that for the month of February there were 16 residential permits and 16 commercial permits granted; there was also one violation. Mr. Grabfelder stated there are now 8 houses in Grappa Farms. Seven of these houses are sold.

Mr. Grabfelder stated an occupancy permit was issued to Norman Noble. This is the third building for the company.

Mr. Milroy asked for an update on Tijuana Tacos. Mayor Brunello responded that there is an update in his report.

City Engineer's Report: No Report

Mr. Milroy asked for a coring update. Mr. Mader responded that they are in the process of coring but were slowed down by the weather.

Finance Director's Report: Mr. Filippo stated that the Finance Department removed boxes from the Police storage room.

Mr. Filippo stated that the RITA for 3 months of collection were up 6.8%.

### **COMMITTEE REPORTS:**

**Parks and Recreation:** Mr. DeLisio reminded Council about the Easter party on March 25 from 10am-11am.

**Legislative and Finance:** Mr. DiLalla reported that the committee met tonight to discuss new computers for City Employees from Lake Business Products.

**Safety and Service:** Mrs. Ganser reported the committee met tonight to discuss a business building where the radios in the basement are unable to communicate to Police and Fire. The owner reached out because the quotes for the necessary equipment were too high. However, this was not a priority to the owner until they were cited. Mrs. Ganser added that having this source of communication with Police and Fire is a State Law.

**Planning and Zoning:** Mr. Milroy stated Planning and Zoning denied a variance for the self-storage site, and they returned and applied under a different variance. A public meeting will be scheduled for that variance.

Mr. Milroy added that signs were approved for La Rich's Pizza.

Mr. DeLisio asked for an explanation on the storage building issue. Mr. Milroy responded that there was an application for a variance that was denied last night and another public hearing will be scheduled for the other variance applied for.

Mrs. Ganser asked if this is an issue because the building in question is not zoned for a self-storage facility. Mr. Milroy agreed and stated that the sale of the building is contingent upon the acceptance of a variance.

**Law Director's Report:** No Report

**MAYOR'S REPORT:** Mayor Brunello stated the 2023 Summer Sizzler was distributed. Mayor Brunello thanked Sunni D'Angelo for her work on the project. There was one typo caught regarding the concerts at the gazebo. The dates were correct, the days were incorrect.

Mayor Brunello stated the newsletter will be in mailboxes later in the week.

Mayor Brunello reported that he traveled to Washington DC in the end of February with the Cuyahoga County Mayors and Managers Association. There were 22 mayors from Northeast Ohio. Mayor Brunello stated the event was good networking and he learned a lot. One of the biggest topics was the East Palestine railroad derailment.

Mayor Brunello stated that the application for the 2022 Trail Program was rejected. The 2023 grant application is due April 17.

Mayor Brunello stated there will be a driveway realignment at Mayfield High School. Highland Heights is partnering with the schools and Mayfield Village to complete the project. Highland Heights is responsible for \$100,000. The updated exhibits will be sent to Council soon.

Mayor Brunello received notification that Highland Heights has been recognized as a 2022 Tree City. He thanked Mr. Belfiore and the Service Department for their work.

Mayor Brunello stated there will be a program for recycling/repurposing glass. Kimble will pick up the recycling bins and the glass will be repurposed. This program will have a trial of 90 days. Highland Heights is the first municipality to participate in the program.

Mayor Brunello stated that he did visit Tijuana Tacos. There will be a soft opening on April 1 and they are hoping to be open to the public by the end of April.

Mrs. Ganser asked if the glass recycling is regular glass or glassware. Mayor Brunello responded it could be any glass, but they are targeting more of the glass houseware, such as glass plates or windowpanes. Mr. Milroy asked if this is in the newsletter. Mayor Brunello responded that it is.

**PRESIDENT'S REPORT:** Ms. D'Amico reminded Council that the Senior Committee has the Spring into Safety event on April 18 from 5pm to 7pm.

**ITEMS TO BE ADDED AS NEW BUSINESS:** A Motion authorizing payment to ECS in an amount not to exceed \$21,200 for the installation of a new generator.

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

A Resolution authorizing the Mayor to enter into an agreement with Ronald Brickman in an amount not to exceed Thirty-Nine Thousand Dollars (\$39,000) for moving expenses related to the vacation of the Police and Fire buildings, and declaring an emergency.

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

**MEETING OPENED TO THE PUBLIC:** No Public

**NEW BUSINESS:**

**MOTION FOR PAYMENT:** A motion was made by Mr. DeLisio authorizing payment to ECS in an amount not to exceed \$21,200 for the installation of a new generator; seconded by Mrs. Ganser. Ayes all; motion carried.

**MOTION FOR PAYMENT:** A motion was made by Mr. Milroy authorizing payment to Miller Portables in an amount not to exceed \$26,500 for the rental of a Six-Stall Shower Trailer Combo; seconded by Mr. Goff. Ayes all; motion carried.

**MOTION FOR PAYMENT:** A motion was made by Mr. Goff authorizing payment to Satellite Shelters, Inc. in an amount not to exceed \$50,000 for the rental of three trailers; seconded by Mrs. Ganser. Ayes all; motion carried.

**FIRST READING OF RESOLUTION 10-2023:** Council listened to the First Reading in title only of Proposed Resolution 10-2023 which description is: "A Resolution authorizing the Mayor to enter into an agreement with Mayfield Village and the Mayfield City School District Board of Education for the construction and installation costs of traffic control devices at the intersection of Wilson Mills and Miner Road, and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

**ADOPTION OF RESOLUTION 11-2023:** Council listened to the First Reading in title only of Proposed Resolution 11-2023 which description is: "A Resolution authorizing the Mayor to enter into an agreement with Ronald Brickman in an amount not to exceed Thirty-Nine Thousand Dollars (\$39,000) for moving expenses related to the vacation of the Police and Fire buildings, 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 contract to be signed and to keep the quoted price.

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

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

**ENACTMENT OF ORDINANCE 4-2023:** Council listened to the Third Reading in title only of Proposed Ordinance 4-2023 which description is: "An Ordinance establishing compensation for employees of the Recreation Department of the City of Highland Heights, Ohio, for 2023, repealing all Ordinances inconsistent herewith 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 hiring of employees at the quoted hourly rates.

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

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

**FIRST READING OF ORDINANCE 5-2023:** Council listened to the Third Reading in title only of Proposed Ordinance 5-2023 which description is: "An Ordinance partially suspending the rules and regulations regarding the sale and possession of beer and wine at the municipal park during Highland Heights Community Day event for 2023 and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

**SECOND READING OF RESOLUTION 7-2023:** Council listened to the Second 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)

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

**ENACTMENT 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

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commencing January 1, 2023, and ending December 31, 2023 and declaring an emergency.”  
(Mayor Chuck Brunello, Jr. & Council as a Whole)

Mr. DeLisio moved to enact; seconded by Mrs. Ganser. Ayes All; motion carried.

**ENACTMENT 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)

Mr. DeLisio moved to enact; seconded by Mrs. Ganser. Ayes All; motion carried.

**MOTION TO ADJOURN INTO EXECUTIVE SESSION:** A motion was made by Mr. Goff 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 Mr. DeLisio.

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

Council adjourned into Executive Session at 8:06 p.m. and reconvened in public session at 8:33p.m.

**ADJOURNMENT:** A motion was made by Mrs. Ganser and seconded by Mr. DeLisio to adjourn the meeting. Ayes all; motion carried. Meeting adjourned at 8:34 p.m.

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Clerk of Council

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President of Council