

**CITY OF HIGHLAND HEIGHTS  
MINUTES OF A COUNCIL MEETING  
HELD: JULY 25, 2023  
Highland Heights City Hall Council Chamber  
7:30 PM**

**PRESENT:** Mayor Brunello; Council Representatives D'Amico, DeLisio, DiLalla, Ganser, Goff, Hargate, Milroy; Law Director Lograsso; Police Chief Matejcic; Fire Chief Turner; Service Director Belfiore; City Engineer Mader; Building Commissioner Grabfelder; Finance Director Filippo.

**ACTION ON MINUTES:** The reading of the Minutes of the Council Meeting held July 11, 2023, was dispensed with. Mr. Milroy moved to accept the minutes as written; seconded by Mrs. Ganser. Ayes D'Amico, DeLisio, Ganser, Hargate, Milroy; DiLalla and Goff abstain; motion carried.

**Fire Chief's Report:** Chief Turner stated that item 2 on the agenda for the rear Bay Doors at the Fire Station received 3 proposals from the Request for Proposals. The memo from Chief Turner only listed two of these proposals because the third proposal was way above the price range of the other two. Chief Turner stated that J&L Door was the lowest priced proposal at \$34,500. Chief Turner requested approval of \$36,000 to cover any possible incidentals, which is still below the second price received.

Chief Turner stated that another memo was sent to inform Council that a Manual Switch Transfer was needed for the generator project. The old engineer left the project and the new engineer recommended the new switch at \$17,800. Chief Turner requested this purchase be added to the agenda. The funds are coming from the ARPA money received from the county.

Mr. DiLalla asked how much is left in the ARPA fund. Chief Turner responded that there was \$250,000 to start. The generator was around \$92,000 along with a shipping cost and an installation cost. Chief Turner added about \$21,000 was paid to ECS to overlook the project. Chief Turner stated that there is still a lot of money left in the fund after these costs and the next big payment will be to the electrical contractor for an estimated cost of \$45,000-\$50,000.

Mr. Milroy asked how much time is being saved with the switch installation. Chief Turner responded that this would be needed for a temporary generator when needed. The new engineer informed Chief Turner that the new switch is required for all new generators as well. Mr. Milroy asked if this is the cost for just the Manual Switch. Chief Turner responded yes.

**Police Chief's Report:** Chief Matejcic stated that Community Day was without incident. Chief Matejcic stated that this Thursday is the First Annual Safety Forces Day in the parking lot of the Community Center. The Fire Department and Service Department personnel will also be present. Chief Matejcic stated that vehicles and equipment will be on display along with officers to answer questions. The new range simulator will also be set up for residents to try. The event is 5pm-7pm with DJ, hot dogs, snacks, and giveaways. Chief Matejcic stated there is another Ladies Self Defense Class scheduled for August 22 from 7pm-8:30pm in the Community Center.

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Mr. DiLalla stated that there was some graffiti last year in his ward. The culprits returned recently and police were called. Mr. DiLalla commended the department for handling the situation well.

Service Director's Report: Mr. Belfiore stated that staff has completed the breakdown of all equipment for Community Day. Mr. Belfiore stated that staff is moving the temporary electrical service provided to the Community Day event down to the lower pavilion. The swim team will be utilizing this electrical service for the weekend's Swim Championships Event.

Mr. Belfiore reported there was 615 cubic yards of brush has been collected since January 1.

Mr. Belfiore stated that staff is currently on pace to keep up with the garbage route.

Mr. Belfiore stated that staff is restoring tree lawns where dead and diseased trees were removed by the department. Restoration should be completed within the week.

Mr. Belfiore stated that the second Computer Round Up will take place during August. Hours of drop off are Monday through Friday, 8am-3:30pm.

Building Commissioner's Report: No Report

City Engineer's Report: Mr. Mader stated that the Wilson Mills Overlay surface cores were pushed back until July 30. Notices will be given to surrounding residents by the contractor. Striping will be completed once this is finished and the roadway will then be opened.

Mr. Mader stated that the Highland Gas Main Project contractor made attempts to bore the gas main but hit rock. This caused the contractor to open cut the project. Residents were informed and the installation is about 75% done.

Mr. Mader stated that the Franklin Water plans were submitted to the Cleveland Water Department.

Mr. Mader stated that the 2023 Asphalt Road Project has a pre-construction meeting next week.

Mr. Mader stated that the Suburban Water Mains applications were submitted for Sturbridge, the balance of Franklin, and Kenbridge East.

Mr. Mader stated that the Tennis Courts are scheduled to begin August 1.

Mr. Mader stated that the retention basins are completed and the department is finalizing reports to be submitted.

Mayor Brunello asked if there are any trail updates. Mr. Mader responded that there is a survey scheduled within the next couple of weeks.

Mr. Milroy asked if there is an estimated time for the water results. Mr. Mader responded beginning of September. Mr. Milroy asked if Mr. Mader has any updates on the work being done at Mayfield High School. Mr. Mader responded no. Mayor Brunello responded that the project was pushed back. There is no tentative date yet.

Finance Director's Report: Mr. Filippo stated that he has two items of the agenda. One is for budget adjustments described in the distributed memo and the other is for the nuisance assessments for grass cutting.

Mr. Filippo requested suspension on both items. The budget assessment to allow the changes to be made before Council takes break and the grass cutting due to the September 11 due date to the county.

### **COMMITTEE REPORTS:**

Parks and Recreation: Mr. DeLisio stated that Community Day was successful. Mr. DeLisio thanked Mayor Brunello, members of Council, City Hall staff, the senior committee, the Police, Fire, and Service Departments, committee members, and the two volunteers who spent the full day helping at the event.

**Legislative and Finance:** No Report

**Safety and Service:** No Report

**Drainage:** No Report

**Planning and Zoning:** Mr. Milroy stated there was no Planning and Zoning meeting this week. Mr. Milroy informed Council that the Planned Residential District legislation was discussed at the previous meeting and a copy of this discussion was distributed to members of Council. Mr. Milroy stated that the Law Director and Building Commissioner began writing a draft Ordinance that will be distributed after Council looks at the executive summary first. Mr. Milroy informed Council that the executive summary matches the characteristics of Highland Heights and if the Ordinance is completed on time, then the issue will be brought to a vote of the residents at the primaries in March or April. Moving forward, these Planned Residential Districts would be included in the Highland Heights Code if passed by residents.

Mr. DiLalla asked if this situation relates to the engineer interested in the land near Mulligan's. Mr. Milroy responded no because he is already in the city's system; however, this would get the city ahead of future developers. Mr. DiLalla asked if the developer from the area near Mulligan's is going forward in requesting variances at this time. Mr. Milroy responded that he believes that to be the case.

Mr. Goff asked why the city has certain requirements if those requirements will not be followed, per the statement in the executive summary that said there was a filing that did not follow all procedural requirements. Mr. Milroy responded that the original developer did not follow the proper steps at first and approached Planning and Zoning for approval before verifying which variances they would be requesting. Now, the developers are on track to follow the proper procedure in the proper order. Mr. Goff stated that the memo designated 5 areas for the Planned Residential Districts and asked where they are. Mr. Milroy responded that these are areas that the commission looked at a map and thought the districts could be and will share the map with Council. Mr. Milroy stated that the Ordinance will cover single use residential district. Mr. Goff asked if there will still be a vote needed from residents of the specific ward in which these 5 areas are located if the Planned Residential Districts are approved by Council. Mr. Lograsso responded that the draft Ordinance does not specify any areas within the city, so this would be a city-wide vote on whether to allow these districts. Mr. Goff asked this means that developers will only need to go through Planning and Zoning and Council for approval if this is passed or if the residents of the specific ward would vote again. Mr. Milroy responded that it would just need approval from Planning and Zoning and Council. Mr. Lograsso stated that the Ordinance only applies to residential districts so once the Ordinance is passed by residents in the city, then it applies to every residential ward within Highland Heights. Mr. Lograsso added that the zoning map is not being changed.

Mr. DiLalla asked if the actions of the developer looking at the area by Mulligan's that led to looking at this language and if this will affect that developer in any way. Mr. Lograsso stated that this situation did lead to the discussion. Mr. DiLalla clarified that even if voters approve the districts, Planning and Zoning and Council will still have to approve the specific developments before they can be built. Mr. Lograsso confirmed that this would be the case.

Mr. Hargate stated that he believes this could be side-stepping the voter control of zoning. He added that residents should be allowed to vote on any zoning change that directly affects them.

**Law Director's Report:** Mr. Lograsso stated that he verified that the increase in competitive bidding by the state through the budget from \$50,000 to \$75,000 will take effect October 3.

**MAYOR'S REPORT:** Mayor Brunello thanked everyone involved with a very successful Community Day. Mayor Brunello especially thanked Mr. DeLisio and the Community Day committee. Mayor Brunello stated he has received multiple compliments about the event. Mayor Brunello stated that the service department did a fantastic job at the park and thanked Mr. Belfiore. Mayor Brunello thanked Chief Turner for arranging the flyover for the parade. Mayor Brunello thanked Chief Matejcic and his staff for diligent work.

Mayor Brunello stated that the First Annual Safety Services night from 5pm-7pm on Thursday. He added that the music at the gazebo will take place immediately after from 7pm-9pm with music from Blue Evolution. Mayor Brunello informed Council that he and Mr. DeLisio will be grilling hot dogs for the event.

Mayor Brunello stated that Highland Heights is hosting the 2023 Suburban Swim League Championships over the weekend. Therefore, the pool will be closed Saturday and Sunday. Highland Heights residents with pool passes may visit Mayfield Village Parkview Pool where their annual passes will be honored. Highland Heights without a pass may visit Parkview as well and pay the daily walk-in fee. Mayor Brunello stated there will be an increase in traffic due to the swim competition with roughly 3,000 people in attendance.

Mayor Brunello stated that he received notification from Kimble that the Solid Waste District is implementing a generation fee. The information was sent to Mr. Lograsso and Mayor Brunello will be inform Council more after Mr. Lograsso looks over the information. Mayor Brunello added that all communities are being assessed the same fee.

Mayor Brunello stated that July 14 he met with Mark Manfredi. He was a Highland Heights resident and Mayfield student who was just drafted to the Milwaukee Brewers. Mayor Brunello wished Mark luck as he continues with his career.

Mayor Brunello requested suspension on item 5 for the Community Center lighting project. Mayor Brunello offered condolences to Mr. Hargate on the passing of his father.

Mr. Goff asked what a generation fee is. Mayor Brunello responded that there was not much information given in the email that came with the bill. Mr. Goff also thanked Ms. D'Amico for bagging all of the candy for the parade.

**PRESIDENT'S REPORT:** Ms. D'Amico stated that the seniors participated in the parade at Community Day and did a wonderful job with BINGO under the tent. Ms. D'Amico thanked Pam Hicks for her help in bagging the forementioned candy.

**ITEMS TO BE ADDED AS NEW BUSINESS:** A Resolution authorizing the Mayor to execute a contract with Generator Systems, LLC, for the purchase of a Generac 1200 amp – 3 Phase Manual Transfer Switch in an amount not to exceed Seventeen Thousand Eight Hundred Dollars and declaring an emergency. (Mayor Chuck Brunello, Jr. & Council as a Whole)  
Mr. Goff made the motion to add; seconded by Mrs. Ganser. Ayes all; motion carried.

**MEETING OPENED TO THE PUBLIC:** Ms. Drobnick at 392 Muirfield Drive approached the podium. Ms. Drobnick thanked Mrs. Ganser and Ms. D'Amico for visiting her home to see her complaint. Mrs. Drobnick stated that a toilet was placed in view of her yard and trees blocking it were cut down. Mrs. Drobnick added that her house is 10 feet from the concrete path of the golf course. Mrs. Drobnick stated that there was a letter sent to residents that they need to keep a neat and slightly manner in their yard in order to provide an attractable appearance view from the golf course. Mrs. Drobnick asked if this requirement needs to be followed on both ends. In this, that the golf course must cut their lawn and have a slightly appearance. Mrs. Drobnick's main issue is with the outhouse that is visible from her home and the owner of the golf course

recommended she plant some bushes or trees to avoid the visibility but Mrs. Drobnick does not have room for plants.

Mr. Lograsso responded that the golf course is private property and the city cannot dictate what they put on their property. Mrs. Drobnick asked what the golf course's responsibility is in regards to the declaration. Mr. Lograsso responded that there is nothing in the declaration that binds the city to take action. Mr. Lograsso added that the owners can dictate where to place a restroom on their property.

**NEW BUSINESS:**

**MOTION TO AMEND:** Mr. Goff made a motion amending Resolution 33-2023 to change the company name from Industrial Tennis to Industrial Surface Sealer, Inc; seconded by Mr. Milroy. Ayes all; motion carried.

**ADOPTION OF RESOLUTION 36-2023:** Council listened to the First Reading in title only of Proposed Resolution 36-2023 which description is: "A Resolution authorizing the mayor to enter in an agreement with J & L Door and the expenditure of an amount not to exceed Thirty-Six Thousand Dollars and Zero Cents for the replacement of the Rear Fire Department Bay Doors and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

Council was asked to suspend the Second and Third readings so installation can proceed before Council goes on break.

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

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

**ADOPTION OF RESOLUTION 37-2023:** Council listened to the First Reading in title only of Proposed Resolution 37-2023 which description is: "A Resolution authorizing the Mayor to execute a contract with Generator Systems, LLC, for the purchase of a Generac 1200 amp – 3 Phase Manual Transfer Switch in an amount not to exceed Seventeen Thousand Eight Hundred Dollars and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

Council was asked to suspend the Second and Third readings as going forward is recommended by the new project engineer.

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

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

**ENACTMENT OF ORDINANCE 13-2023:** Council listened to the First Reading in title only of Proposed Ordinance 13-2023 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)

Council was asked to suspend the Second and Third readings to allow purchases before Council goes on break.

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

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

**ENACTMENT OF ORDINANCE 14-2023:** Council listened to the First Reading in title only of Proposed Ordinance 14-2023 which description is: "An Ordinance assessing the cost of abating a certain nuisance 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 information to be sent to the county by the due date.

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

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

**ADOPTION OF RESOLUTION 34-2023:** Council listened to the Second Reading in title only of Proposed Resolution 34-2023 which description is: "A Resolution authorizing the expenditure of Twenty Thousand One Hundred and Forty-Eight Dollars and Zero Cents to Mars Electric for new lighting for the Community Center, and declaring an emergency." (Mayor Chuck Brunello, Jr. & Council as a Whole)

Council was asked to suspend the Third readings to allow the project to continue before Council goes on break.

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

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

**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 economic development; seconded by Ms. Ganser.

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

Council adjourned into Executive Session at 8:27 p.m. and reconvened in public session at 9:01p.m.

**ADJOURNMENT:** A motion was made by Mr. DiLalla and seconded by Mr. DeLisio to adjourn the meeting. Ayes all; motion carried. Meeting adjourned at 9:03 p.m.

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Clerk of Council

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President of Council