

**CITY OF HIGHLAND HEIGHTS
MINUTES OF A COUNCIL MEETING
AS A COMMITTEE OF THE WHOLE
HELD: OCTOBER 26, 2021
Community Center
7:00 PM**

PRESENT: Mayor Brunello; Council Representatives D'Amico, DeLisio, DiLalla, Ganser, Hargate, 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.

EXCUSED: Council Representative Milroy

AGENDA

Ordinance amending Chapter 1311
Ordinance amending Chapter 1145
Solar Panel Discussion
Envelope Consulting Services, LLC
Joint Proposal GCRTA
Park Entrance Improvement Bid Tab
Fire Department Replacement Radios
Keep Ohio Beautiful

APPROVAL OF MINUTES: The reading of the Minutes of the Committee of the Whole Meeting held September 9, 2021, was dispensed with. Mrs. Ganser moved to accept the minutes as written; seconded by Mr. DiLalla. Ayes all; motion carried.

APPROVAL OF MINUTES: The reading of the Minutes of the Committee of the Whole Meeting held September 28, 2021, was dispensed with. Mrs. Ganser moved to accept the minutes as written; seconded by Mr. DeLisio. Ayes all; motion carried.

Ordinances amending Chapter 1311 and 1145

Building Commissioner Grabfelder explained that the proposed ordinance amending Chapter 1311 reduces a permit fee for reroof, reside, gutters from \$100 to \$75. The fee is inline with surrounding communities.

The proposed ordinance eliminates 1311.27(c) and adds new section 1311.28 Exterior Maintenance Bonds. 1311.27(c) required a bond for 50% of the Building Commissioner's cost summary which was very difficult to obtain. The new section 1311.28(a) requires a new construction bond in the amount of \$5,000; and (b) \$1,000 cash deposit for additions or alterations to existing single family home.

Commissioner Grabfelder stated when the building permit fees were increased last year, the permit fees for signs was not included. The proposed ordinance would increase the permit fees to amounts that are compatible with area communities. Mayor Brunello reviewed the sign fees from 5-6 municipalities and noted the discrepancy in the city's fees and adjusted them accordingly. The sign fees had not been increased for quite some time.

Mr. Hargate was not in favor of requiring cash bonds from the homeowners. Commissioner Grabfelder stated the amendment would address more than one violator of the ordinance and not target a specific homeowner. Using a construction cost threshold was discussed; however, construction costs increase every year. The cash bond is returned to the homeowner once the project is completed.

Commissioner Grabfelder stated bond companies do not offer bonds for completion of houses. Mayor Brunello suggested the ordinance can be discussed further and set construction cost parameters to address concerns of Council. President Stickan suggested alternative language can be addressed at the next Committee of the Whole meeting.

Solar Panel Legislation

Law Director Paluf reviewed surrounding cities' legislation on solar panel and distributed two that he considered suitable for Highland Heights. An item for consideration is allowing solar panels on the front of homes. Planning & Zoning discussed the exclusion of 25% of the homes that would have southern exposure to the front yard. Mr. DiLalla agreed with adopting regulations for solar panel installation; however, due to the area's climate it may not be utilized on a large scale. President Stickan stated many existing homeowner associations' regulations prevent the installation. Council recommended merging the two sample ordinances and create legislation to review which sets guidelines and would include business districts. Mayor Brunello suggested Council will need to address regulations for wind turbines in the near future. Director Paluf stated wind turbines would require a new ordinance.

Enveloping Consulting Services, LLC

Mayor Brunello submitted a rough-order magnitude estimate for the Police & Fire Station that was requested and prepared by Mr. Duber and Mr. Helms from Envelope Consulting Services, LLC. The work description would address the roof, HVAC, masonry work and basement water infiltration repairs. The estimated projected costs will require the bidding process to obtain final numbers.

Director Paluf stated Mr. Duber is our Plans Examiner; however, being the architect for this project is not a conflict as this project is proprietary in nature.

Director Filippo stated bond counsel suggested a bond schedule that should be initiated in December. The amount of the proposal is \$4.2 million; however, the ordinance will be written as, not to exceed \$5 million. This language would provide flexibility and safeguard increases in material costs. Final figures will be presented after the bidding process.

Mayor Brunello stated the Fire & Police Chief have reviewed the proposal and agree with the scope of work. The HVAC will be upgraded to accommodate future building expansion. Council agreed that the scope of work addresses the most critical building needs. Bond legislation will be forthcoming.

Joint Proposal GCRTA

Mayor Brunello distributed a memo to Council explaining the Proposal to Greater Cleveland Regional Transit Authority (GCRTA) Micro Transit Grant Program. The Resolution on the Council agenda indicates the city's support to request a grant along with Mayfield Village. The grant would provide for a bus loop or shuttle to transport employees to and from the RTA bus stop on Wilson Mills Road. A proposed route for the circular bus was provided and it was noted that it will benefit businesses and retail locations on Alpha Drive, the Metroparks, and the library.

Proposals for the shuttle are:

1. Twice a day/Monday-Friday shuttle for \$60,000 a year.
2. All Day service/Monday-Friday shuttle for \$160,000 a year. App available to provide estimated wait times.

Fifty percent of the cost will be provided by the grant and the two municipalities will evenly provide the remaining 50%. The Resolution is a request application to obtain the grant; not a commitment to enter into the pilot program. The Resolution is a letter of support and will need to be submitted by November 12th. Mayor Brunello requested a suspension of the second and third reading. Mayor Brunello will inform Council if the grant has been awarded and Council can determine at that time how to proceed.

Park Entrance Improvement Bid Tabulation

City Engineer Mader submitted a bid tabulation and award recommendation for the Park Entrance Improvement Project. Three sets of plans were distributed to contractors and only one bid was received. The other two bidders declined due to time restraints and entering into the winter season. The award recommendation is to Terrace Construction. Mr. Mader stated without Bid Alternate 1, the park entrance will have asphalt patches, painted over pavement markings and multiple loop detectors cut into the pavement surface. Bid Alternate 2 is a couple of concrete repairs that were taken out of the Road Program due to the problems with this year's program.

Mr. Mader requested a motion be added to tonight's council agenda to award the Park Entrance Improvement project because the contract does have a December 1st completion date deadline. Mayor Brunello concurred that both bid alternates should be included in the motion to award the contract to Terrace Construction.

Fire Department Replacement Radios

Chief Turner submitted a memo detailing the request to replace radios. The current radios are through the MARCS statewide system. The current radios have reached their manufacturer's life expectancy and Motorola no longer supports these devices. The radios were received in 2008 under a federal grant. The State of Ohio is offering special pricing for Motorola radios through December 1st. If the radios were purchased this year, there would be approximately \$25,000 in saving compared to the current State STS contract pricing. If the purchase is approved, a re-allocation of bond funds that were designated for another fire department project, would be necessary. Director Filippo concurred that the bond funds can be reallocated.

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Keep Ohio Beautiful

Mayor Brunello attended a presentation on Keep Ohio Beautiful. The campaign would assist with community clean up and recycling. There are many aspects to the program and currently 40 affiliates participate in the State of Ohio. Director Belfiore added that Friends of Euclid Creek are currently involved for clean up efforts. Multiple grants will be available, and more information will be forthcoming.

ADJOURNMENT: A motion was made by Mr. DiLalla and seconded by Mrs. Ganser to adjourn the meeting at 7:56 p.m. Ayes all; motion carried.