

**CITY OF HIGHLAND HEIGHTS
Special Council Meeting Minutes**

August 4, 2020

Approved: August 18, 2020

On Tuesday, August 4, 2020, at 7:00 p.m. Mayor Meyers called the Special Meeting of the Highland Heights City Council to order. This was a virtual meeting via Zoom and streamed live on the Highland Heights Facebook page.

Attendance Roll Call: Councilmembers: Deborah Ball, yes; Gary Chinn, yes; Rene Heinrich, yes; John Hoffert, yes; Michael Kessler, yes; and Virgil Miller, yes; Mayor Meyers, yes. A quorum was present.

Staff Present: Attorney, Steve Franzen; Public Works Director, Steve Lehman; Police Chief, Bill Birkenhauer; City Clerk/Treasurer, Jeanne Pettit. Dave Whitacre notified the City in advance that he would not be present for the meeting.

Announcements/Correspondence

- Notice of the Special meeting, along with an agenda, was mailed to each member of council. The agenda and meeting documents were emailed to all council members and city staff. Email notifications and agendas were sent to media organizations, who have requested notification. A notice and the agenda were posted on the door of the City Building and a notice was posted on the City's website. An announcement was also posted on the City's Facebook page.
- All council votes will be taken by roll call vote.

Recognition of Amber Conrad

- Chief Birkenhauer noted the many accomplishments of Lt. Amber Conrad during her 20-year career in Highland Heights, thanked her, and congratulated her on her retirement.
- Senator Wil Schroder congratulated Lt. Conrad on her retirement and read a Senate Citation recognizing her 20 years of service and retirement.
- Mayor, council, and city staff shared their congratulations and appreciation for Lt. Conrad's service.

Minutes for Approval

Special Meeting Council Minutes of July 21, 2020. These minutes had been previously e-mailed to the Mayor, Council Members, and City Staff for review.

- **Action Taken:** Member Chinn made a motion to accept the minutes from the special council meeting of July 21, 2020, seconded by Member Miller.
Discussion: None.
- **Roll Call:** Member Miller, yes; Kessler, yes; Hoffert, yes; Heinrich, abstain; Chinn, yes; Ball, yes. Mayor Meyers declared the motion passed.

Staff Reports

- Police Chief – Bill Birkenhauer – report is attached to these minutes.
 - Promotions – Nick Love has been promoted to Lieutenant and Nick Blank has been promoted to Sargent.
 - Member Ball asked, and Chief Birkenhauer discussed, the process of hiring a new officer, requirements to be a police officer, the mandatory training of officers, and additional training opportunities supported by the mayor and the city.

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- Member Heinrich asked, and Chief Birkenhauer explained, the reasons Highland Heights is not having the same issues as other police departments heard about in the media.
- City Clerk – Jeanne Pettit – report is attached to these minutes. There was a discussion about reasons the City’s return rate is low and ways to increase the 2020 census return rate.
- Finance Director – Harry Barlage – No report.
- City Engineer and Zoning Administrator – Dave Whitacre – report is attached to these minutes.
- Public Works Supervisor – Steve Lehman – report is attached to these minutes. Mr. Lehman discussed the need to cancel concert and cruise-in explaining that the committee does not have time to put it together, even if Governor opens up the state. Member Chinn will contact Country Cruisers to cancel.
- City Attorney – Steve Franzen – no report.

New Business

- Tax Rate Update – Clerk Pettit discussed the calendar for deciding the tax rate in order to mail the property tax/waste bills by October 1, 2020.
- Question from Sara Howrey – COVID-19 expenses. Mayor discussed the City’s shortfall and decrease in tax revenue from businesses. Mayor also discussed expenses incurred due to COVID-19 and the reimbursable expenses from the CARES Act.

Old Business: None

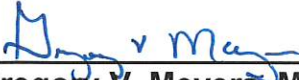
Adjournment

- **Action Taken:** Member Miller made a motion to adjourn the meeting, seconded by Member Hoffert Discussion: None.
 - **Roll Call:** Member Miller, yes; Chinn, yes; Ball, yes; Hoffert, yes; Kessler, yes; Heinrich, yes. Mayor Meyers declared the motion passed.

Meeting adjourned at approximately 8:07 p.m. on Tuesday, August 4, 2020.

Submitted by: 

Jeanne Pettit, City Clerk/Treasurer

Signed: 

Gregory V. Meyers, Mayor