

CITY OF HIGHLAND HEIGHTS
Special Council Meeting Minutes
May 4, 2021
Approved: May 18, 2021

Due to technical difficulties, Mayor Meyers called the Tuesday, May 4, 2021 special meeting of the Highland Heights City Council to order at 7:35 p.m. This was a virtual meeting via Zoom and streamed live on the City of Highland Heights Facebook page.

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

Staff Present: City Administrator, Michael Giffen; Public Works Director, Steve Lehman; Police Chief, Bill Birkenhauer; City Clerk/Treasurer, Jeanne Pettit; Code/Zoning Administrator, Dave Whitacre; Attorney, Steve Franzen.

Announcements/Correspondence

- Notice of the special meeting, along with an agenda and meeting materials, 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 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.

Minutes for Approval

Regular Meeting Council Minutes of April 6, 2021. 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 April 6, 2021. Seconded by Member Miller. Discussion: None.
- **Roll Call:** Member Ball, yes; Chinn, yes; Heinrich, yes; Hoffert, yes; Miller, yes. Mayor Meyers declared the motion passed.

Appointment of Councilmember to Fill Vacancy

- Mayor Meyers thanked the four people who submitted resumes to fill the council vacancy. Resumes were emailed to the Councilmembers prior to the meeting. Two candidates hold sworn positions in other cities and Mr. Giffen stated that he discussed this with Attorney Franzen and, therefore, Mr. Giffen recommends they be disqualified.
- **Action Taken:** Member Hoffert made a motion to appoint Mitchell Miller to the vacant council position. Seconded by Member Heinrich.
- **Discussion:** Councilmember Miller stated that, to his knowledge, he is not related to Mitchell Miller. He asked if it was okay for him to vote on Mitchell Miller's appointment. Attorney Franzen indicated Councilmember Miller could vote.
- **Roll Call:** Member Miller, yes; Ball, yes; Chinn, yes; Heinrich, yes; Hoffert, yes. Mayor Meyers declared the motion passed.

Staff Reports

- City Administrator – Michael Giffen
 - **Resolution #03-2021** – A Resolution of the City of Highland Heights, Kentucky acknowledging the intent to make application for a Surface Transportation Block Grant and sign assurances to comply with said grant.
 - **Action Taken:** Member Chinn made a motion to approve Resolution #03-2021 allowing Mr. Giffen to apply for a Surface Transportation Block Grant. Seconded by Member Miller.

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- **Discussion:** It will take houses currently under contract by a private developer. Rough sketches will be sent to council to review and see which houses may be taken to straighten Sunset.
- **Roll Call:** Member Hoffert, yes; Miller, yes; Ball, abstain; Chinn, yes; Heinrich, yes. Mayor Meyers declared the motion passed.
- Waste Bid – Rumpke was the only company to submit a bid.
 - **Action Taken:** Member Miller made a motion to accept the waste collection bid from Rumpke and allow Mayor Meyers enter into a contract with Rumpke. Seconded by Member Ball. Discussion: None.
 - **Roll Call:** Member Ball, yes; Chinn, yes; Heinrich, yes; Hoffert, yes; Miller, yes. Mayor Meyers declared the motion passed.
- Police Chief – Bill Birkenhauer – report is attached to these minutes.
- City Clerk/Treasurer – Jeanne Pettit – report is attached to these minutes.
- Finance Director – Harry Barlage – Mr. Barlage will present the budget the May 18, 2021 meeting.
- City Engineer and Zoning Administrator – Dave Whitacre – report is attached to these minutes.
- Public Works Supervisor – Steve Lehman – report is attached to these minutes.
- City Attorney – Steve Franzen
 - **Municipal Order #02-2021** – A Municipal Order appointing John Braun to unexpired term of Michael Forge on the Highland Heights Planning and Zoning Commission.
 - **Action Taken:** Member Miller made a motion for to approve Municipal Order #02-2021 appointing John Braun to the Planning and Zoning Commission. Seconded by Member Heinrich. Discussion: None.
 - **Roll Call:** Member Heinrich, yes; Hoffert, yes; Miller, yes; Ball, yes; Chinn, yes. Mayor Meyers declared the motion passed.
 - **Municipal Order #03-2021** – a Municipal Order appointing Kay James to unexpired term of John Braun on the Highland Heights Code Enforcement Board.
 - **Action Taken:** Member Chinn made a motion for to approve Municipal Order #03-2021 appointing Kay James to the Code Enforcement Board. Seconded by Member Ball. Discussion: None.
 - **Roll Call:** Member Chinn, yes; Heinrich, yes; Hoffert, yes; Miller, yes; Ball, yes. Mayor Meyers declared the motion passed.

New Business

- Prior to the June 1, 2021 meeting, there will be a public hearing for Municipal Road Aid Fund at 6:45 p.m. The meeting will be in the council chambers.

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Old Business

- The Arbor Day celebration was a huge success. The event began at 11:00 and all trees were given away by 11:30. Additionally, Highland Heights is in the second year as a Tree City. Thanks were given by Member Hoffert to the Committee, Steve Lehman, and the Public Works employees for their hard work. He also thanked Detective Dunn for directing traffic. Mayor Meyers thanked Councilmember Hoffert for the time and effort he puts in on the Tree Board and on a very successful Arbor Day Celebration.

Adjournment

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

Meeting adjourned at approximately 8:14 p.m. on Tuesday, May 4, 2021.

Submitted by:



Jeanne M. Pettit, City Clerk/Treasurer

Signed:



Gregory V. Meyers, Mayor