

**CITY OF HIGHLAND HEIGHTS**  
**Special Council Meeting Minutes**  
**May 18, 2021**  
**Approved: June 1, 2021**

Mayor Meyers called the Tuesday, May 18, 2021 special meeting of the Highland Heights City Council to order at 7:00 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; John Hoffert, yes; Virgil Miller, yes; Mitch Miller, yes. Mayor Meyers, yes. A quorum was present.

**Absent:** Councilmember Heinrich notified the City that she was unable to attend the meeting.

**Staff Present:** City Administrator, Michael Giffen; City Clerk/Treasurer, Jeanne Pettit; Attorney, Steve Franzen.

**Announcements**

- 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**

**Special Meeting Council Minutes of May 4, 2021.** These minutes had been previously e-mailed to the Mayor, Council Members, and City Staff for review.

- **Action Taken:** Member Virgil Miller made a motion to accept the minutes from the special council meeting of May 4, 2021. Seconded by Member Ball. Discussion: None.
- **Roll Call:** Member Ball, yes; Chinn, yes; Hoffert, yes; Virgil Miller, yes; Mitch Miller, yes. Mayor Meyers declared the motion passed.

**Correspondence:** None

**Staff Reports**

- City Administrator – Michael Giffen
  - American Rescue Plan – There was a briefing about the plan; guidelines will evolve over time. Involvement from the public and council is needed to generate ideas about how to use the funding. First round of funding will be received within this fiscal year. Second round in June of 2022.
  - The Pavilion will open July 1, 2021 and Highland Heights citizens may make a reservation now. Council and Commission meetings will also begin in person beginning July 1.
  
- Finance Director – Harry Barlage
  - Budget Presentation – Mr. Barlage reviewed the 2021-22 fiscal year budget revenues and expenditures with Council.
  
- City Attorney – Steve Franzen
  - **Ordinance – First Reading**
    - **Ordinance #03-2021:** An Ordinance adopting the City of Highland Heights, Kentucky annual budget for the fiscal year 7/1/2021 through 6/30/2022, by estimating revenues and resources and appropriating funds for the operation of city government.

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**Municipal Order**

- **Municipal Order #06-2021:** A Municipal Order appointing Jean Rauf to a two-year term on the Highland Heights Tree Commission.
  - **Action Taken:** Member Chinn made a motion to approve Municipal Order #06-2021 re-appointing Jean Rauf to the Tree Commission. Seconded by Member Ball. Discussion: None.
  - **Roll Call:** Member Hoffert, yes; Virgil Miller, yes; Ball, yes; Chinn, yes Mitch Miller, yes. Mayor Meyers declared the motion passed.

**New Business**

- A flag raising service will begin at 8:30 a.m. at the City Building on May 31 in honor of Memorial Day

**Old Business**

- **Municipal Road Aid Fund Public Hearing** – Tuesday, June 1, 2021 at 6:45 p.m. at the City Building.

**Adjournment**

- **Action Taken:** Member Virgil Miller made a motion to adjourn the May 18, 2021 meeting. Seconded by Member Ball. Discussion: None.
- **Roll Call:** Member Ball, yes; Chinn, yes; Virgil Miller, yes; Hoffert, yes; Mitch Miller, yes. Mayor Meyers declared the motion passed.

Meeting adjourned at approximately 7:46 p.m. on Tuesday, May 18, 2021.

Submitted by:

  
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Jeanne M. Pettit, City Clerk/Treasurer

Signed:

  
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Gregory V. Meyers, Mayor