

CITY OF HIGHLAND HEIGHTS
Regular Council Meeting Minutes
January 3, 2023
Approved: January 17, 2023

On Tuesday, January 3, 2023 at 7:02 p.m. Mayor Meyers called the regular Council meeting to order at 176 Johns Hill Road.

Council Members Present: Deborah Ball, Gary Chinn, John Hoffert, John Braun, Alex Bramel, Eddie Fessler, Mayor Gregory Meyers. A quorum was present.

Staff Present: Attorney, Steve Franzen; City Administrator, Michael Giffen; Police Chief, Bill Birkenhauer; City Clerk/Treasurer, Jeanne Pettit; Code Enforcement Officer, Will Hunt; Public Works Director, Steve Lehman.

Minutes for Approval

- **Regular Meeting Minutes of December 6, 2022.** 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 approve the minutes from the regular council meeting of December 6, 2022. Seconded by Member Ball. Discussion: None. Ayes: Councilmembers Ball, Chinn, Hoffert; Abstentions: Councilmembers Bramel, Braun, Fessler. Mayor Meyers declared the motion passed.

Scheduled Guests: None

Announcements: None

Correspondence:

- Mayor Meyers received notification that the new life squad is in at Central Campbell County Fire District. A portion of the City's ARPA allotment was used to help pay for the life squad.

Staff Reports

- City Administrator – Michael Giffen
 - Jim Parsons, Bond Council for this transaction. A city may provide an incentive to finance property with Industrial Revenue Bonds to provide some tax relief for projects. These bonds are not the debt of the City. PPD Global Central Labs was looking to relocate out of the City. The State and City put together an incentive package to encourage them to stay in the City. The State has approved their portion of the incentives. This resolution states the City's intent to move forward with the project and willingness to issue the bonds.
- **Resolution**
 - **Resolution #01-2023:** a resolution authorizing the execution of a Memorandum of Agreement between the City and PPD Global Central Labs, LLC ("COMPANY") relating to the equipping and installation of an industrial Project ("PROJECT") agreeing to undertake the issuance of industrial building revenue bonds at the appropriate time to pay the costs of equipping of said PROJECT and facilities; and taking other preliminary action; and authorizing the Mayor to execute any and all documents in furtherance of this resolution.

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- **Action Taken:** Member Chinn made a motion to read resolution #01-2023 in summary. Seconded by member Bramel. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- **Action Taken:** Member Hoffert made a motion approving resolution #01-2023. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- Councilmembers Bramel and Hoffert volunteered to serve on a committee to review proposals and recommend to council an engineering firm to contract with the City.
- Greenspace Committee: Possible discussion at the January 17 meeting: Would council like to move forward with the current bid or wait until an engineering firm is selected and work with them on the cost of the project.
- Member Hoffert asked if the Communication and Finance teams would meet sometime in January/February. There will be a meeting.
- Police Chief – Bill Birkenhauer
 - Additional officers were out during the snow emergency assisting the public. Nothing major occurred during the emergency.
 - Police officers and police social worker assisted Public Works with the Santa tour through the City.
- City Clerk/Treasurer – Jeanne Pettit
 - Update on records retention.
- Finance Director – Harry Barlage: No report
- Code Enforcement Officer – Will Hunt
 - Update on abatement, demolition, and citations issued.
- Public Works Supervisor – Steve Lehman
 - Update on trainings, events;, and time spent and amount of salt used on snow events.
 - Fountain and urns are being brought to public works to be repainted.
 - City Picnic – Discussion to have a picnic and concert only. Car show has determined the date in the past; not having the car show would give more flexibility on dates. Mr. Giffen will put together some dates, theme and style of event ideas.
- Attorney – Steve Franzen: No report

Unfinished Business: None

New Business:

- **Action Taken:** Member Hoffert made a motion to nominated Pat Kilmer for the Good Neighbor Award. Mr. Kilmer cleaned the driveway of an elderly neighbor during the blizzard. Seconded by member Bramel. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

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- **Action Taken:** Member Hoffert made a motion to add Mitchell Miller to the Tree Board. Seconded by Member Braun. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Citizens to Address Council:


- Ken Hoffman expressed his appreciation to the Public Works for their work to keep the city streets plowed during the blizzard. He also expressed his appreciation to the Police Department for patrolling the streets and their visibility within the City.

Adjournment

- **Action Taken:** Member Bramel made a motion to adjourn the January 3, 2023 meeting. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Meeting adjourned at 8:01 p.m. on Tuesday, January 3, 2023.

Submitted by: 
Jeanne M. Pettit, City Clerk/Treasurer

Signed: 
Gregory V. Meyers, Mayor