

CITY OF HIGHLAND HEIGHTS
Regular Council Meeting Minutes
April 5, 2022
Approved: May 3, 2022

On Tuesday, April 5, 2022, at 7:08 p.m. Mayor Meyers called the regular Council meeting to order at 176 Johns Hill Road.

Council Members Present: Deborah Ball, Gary Chinn, Rene Heinrich, John Hoffert, Mitchell Miller, Virgil Miller, Mayor Gregory Meyers. A quorum was present.

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

Minutes for Approval

- **Regular Meeting Minutes of March 1, 2022.** 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 approve the minutes from the regular council meeting of March 1, 2022. Seconded by Member Heinrich. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- **Special Meeting Minutes of March 9, 2022.** These minutes had been previously e-mailed to the Mayor, Council Members, and City Staff present for review.
- **Action Taken:** Member Chinn made a motion to approve the minutes from the special council meeting of March 9, 2022. Seconded by Member Heinrich. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Scheduled Guests: Dennis Elrod was scheduled but unable to attend the meeting.

Announcements:

- Mayor Meyers requested a moment of silence for Jewell Pettit, mother of Chuck Pettit, Planning and Zoning Commissioner; mother-in-law of Jeanne Pettit, City Clerk/Treasurer. Mayor Meyers mentioned a thank you card sent by the Pettit's for the flowers, sent by the city, in memory of Jewell Pettit.
- Mayor Meyers read a proclamation declaring April 2022 Fair Housing Month.
 - **Action Taken:** Member Heinrich made a motion to accept the proclamation for Fair Housing Month. Seconded by Member Virgil Miller. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- This year's Arbor Day celebration will be from 11:00 a.m.-1:00 p.m. on April 30 at the City Building. Honor trees will be dedicated at 11:30 a.m. for Elwood Schneider, former mayor; and Stella Worley, volunteer within the city.

Correspondence

- Member Hoffert announced the Highland Heights received the 2021 Tree City USA designation from the Arbor Day Foundation. This is the third year in a row the city has received this designation. He also congratulated the Tree Board for their efforts to make this happen.

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Staff Reports

- City Administrator – Michael Giffen – Report is attached to these minutes.
 - CDBG Utility Assistance program, for those who have fallen behind in paying utility bills during the COVID emergency, is progressing. Notifications of grant availability will be going out once everything is finalized.
 - Green Space Committee is planning to have a meeting late this month or early next month.
 - Member Virgil Miller suggested an electronic sign be installed at the I-471 interchange. This would help get the word out to seniors who don't use Facebook or the internet. An electronic sign cannot be placed at the I-471 interchange, but other locations are being discussed for an electronic sign.
- Police Chief – Bill Birkenhauer – Report is attached to these minutes.
 - New Officers – Eric Schmidt and Britt Ross.
- City Clerk/Treasurer – Jeanne Pettit – Report is attached to these minutes.
- Finance Director – Harry Barlage – working on the budget for the 2022-23 fiscal year.
- City Engineer and Zoning Administrator – Dave Whitacre – Report is attached to these minutes.
 - **Action Taken:** Member Virgil Miller made a motion to accept TMS Construction's bid of \$327,862, and award them the Main Avenue reconstruction project. Seconded by Member Chinn. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- Public Works Supervisor – Steve Lehman – Report is attached to these minutes.
- Attorney – Steve Franzen
 - **Municipal Orders**
 - **Municipal Orders #04-2022, #05-2022, #06-2022, #07-2022:** Municipal orders appointing Diane Brossart, Tom Schulte, Tom Mann, and Christie Fillhardt, to a one-year term on the Highland Heights Tree Board.
 - **Action Taken:** Member Hoffert made a motion to accept Municipal Orders #04-2022, #05-2022, #06-2022, #07-2022. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Unfinished Business: None

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New Business

- Cancellation of the April 19, 2022 Council Meeting.
 - **Action Taken:** Member Virgil Miller made a motion to cancel the April 19, 2022 regular council meeting due to lack of business. Seconded by Mitch Miller. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Citizens to Address Council: None

New Business:

- Mayor Meyers asked if council would like to reinstate a city newsletter. He suggested a small one go out soon with city updates and events, and utility grant information.

Adjournment

- **Action Taken:** Member Virgil Miller made a motion to adjourn the April 5, 2022 meeting. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.


Meeting adjourned at 8:00 p.m. on Tuesday, April 5, 2022.

Submitted by:



Jeanne M. Pettit, City Clerk/Treasurer

Signed:



Gregory V. Meyers, Mayor



Michael Giffen
City Administrator
859-441-8575
mgiffen@hhky.com

City Administrator's Report

April 2022



City Sign - Entrance

The City will be constructing a new sign at the intersection of US-27 and Sunset Drive to match the rest of the city's brick signage with city logo. This will likely take place in May. We will also be doing some substantial landscaping in the area as well.

Ballfield Dedication

On April 23rd we will be dedicating the acquired baseball field off of Marth Layne Collins Boulevard after Mayor Greg Meyers. Attached is a save the date flyer. The event will be held at the ballfield from 11am to 2pm.

Monthly Report

March 2022



HIGHLAND HEIGHTS
POLICE DEPARTMENT

MONTHLY REPORT

March 1, 2022 – March 31, 2022

Charges	
Felony	17
Misdemeanor	18
Warrants	6
Violations	7
TOTAL	48
ARRESTS	
DUI	0
Drug Related Arrests	5
Drunkenness	1
All Other Offenses	10
TOTAL	16
Citations	
Traffic	12
Other	28
Parking	1
TOTAL	41

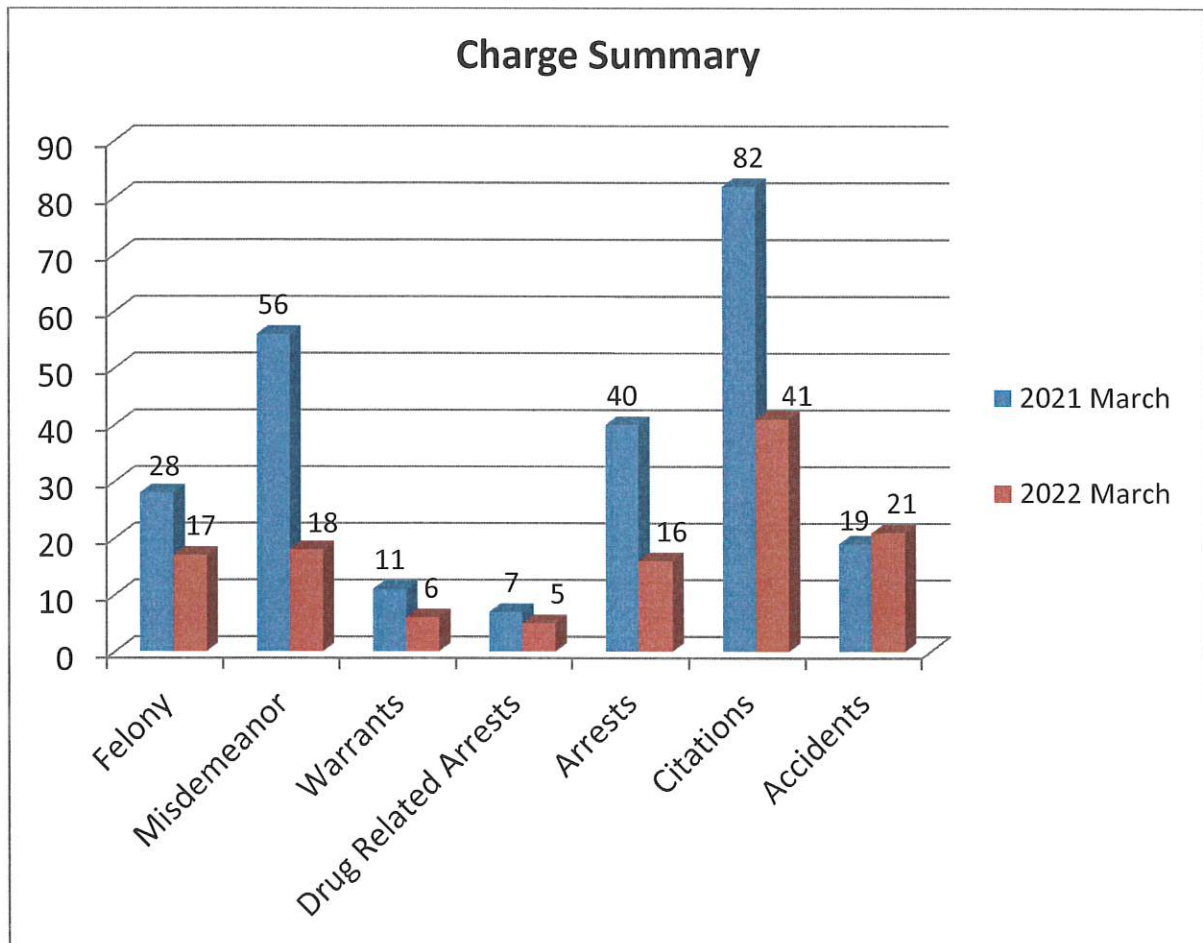
Accidents	21
Call for Service	935

CALL BY ACTIVITY

March 1, 2022 – March 31, 2022

Alarms	10
Animal Complaint	5
Area Checks	128
Assault	1
Assist Other Agency	9
Burglary	0
Business Checks	73
Disabled Motorist	20
Disorderly Juveniles	5
Disturbance	8
Domestic	11
Fight	0
Harassment	6
Intoxicated Subject	1
Missing Person	2
Neighbor Dispute	2
Parking Complaint	3
Public Contacts	3
Roadway Obstruction	4
Suspicious Person/Vehicle	11
Theft	9
Traffic Stops	94
Vacation Checks	16
Vandalism	0
Vice Activity	0
Welfare Check	10
911 Hang up	2

CHARGE SUMMARY COMPARISON 2020/2021



Call for Service

2021 – 1198

2022 – 935

S.I.R.T. SPECIAL INVESTIGATIONS RESPONSE TEAM

On 3/16/22 Newport Police requested The Special Investigation Response Team respond to the 700 block on Ann St where two victims were found inside a house deceased. The initial response included 13 officers from Campbell County Police, Alexandria Police, Cold Spring Police, Highland Heights Police, Wilder Police, Dayton Police and Fort Thomas Police Departments. The SIRT Team was on the scene for over 13 hours where the scene was photographed, FARO Scans were done, evidence was collected and processed. The SIRT Team was able to reconstruct the double homicide scene, determine what item was used as a weapon and use a chemical agent to prove the suspect had cleaned up on the scene. Over the next few days, the Team members completed reports and additional evidence was processed. Newport Police Detectives charged Eric Lightfoot with two counts of Murder.

On 3/27/22 Wilder Police requested The Special Investigation Response Team respond to Bobby Mackey's where three people had been shot after a fight in the parking lot. The initial response included 6 officers from Campbell County Police, Wilder Police, Fort Thomas Police and Highland Heights Police Departments. The SIRT Team was on scene for over 8 hours where the scene was photographed, FARO Scans were done, evidence was collected and processed. Over the next few days, the Team assisted with searching vehicles and each officers completed individual reports. Wilder Police Detectives are still working to present criminal charges as all parties are claiming self-defense for the shooting.

Detective Sergeant John Dunn

TRAINING

Officer Patrick Feldman and Officer Zach Burton-Search Warrant/Major Case Investigation

Officer Zach Vance-Child Abuse Investigation

Officer Mike Rowland-Managing the Investigative Unit

All officer completed March Monthly Training-Arrest, Search, and Seizure



GROWTH

THROUGH

PROGRESS

HIGHLAND HEIGHTS POLICE DEPARTMENT 2021 ANNUAL REPORT



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Mission Statement

The primary mission of the Highland Heights Police Department is to lead efforts within the community to preserve the public peace, protect the rights of persons and property, prevent crime and provide assistance to citizens in urgent situations. The Department is responsible for the law enforcement of all federal laws, state statutes, and city ordinances within the boundaries of the City of Highland Heights.

The Department must enforce the law in a fair and impartial manner, recognizing both the statutory and judicial limitations of police authority and constitutional rights of all persons. It is not the role of the Department to legislate, render legal judgements or punish.

The Department strives to serve the people of Highland Heights by providing law enforcement in a professional courteous manner and it is to the people, that the Department is ultimately responsible.



VALUES

HUMAN LIFE

We value life and dignity above all else. Therefore: We give first priority to situations that threaten life. We use force only when necessary. We treat all persons with courtesy and respect. We are compassionate and caring.

COOPERATION

We believe that cooperation and team work will enable us to combine our diverse backgrounds, skills and styles to achieve common goals. Therefore: We work as a team. We strive to understand those who disagree with us. We seek the help and cooperation of others. We seek to resolve conflicts. We rely on community support and involvement. We share our responsibility to serve the citizens of Highland Heights, KY with many other agencies and organizations.

EXCELLENCE

We strive for personal and professional excellence. Therefore: We do our best. We seek adequate resources in staffing, facilities, equipment, training, salaries, and benefits. We recruit and hire the best people. We are receptive to new ideas, to change. We meet state-recognized law enforcement standards. We lead by example. We work toward realistic, mutually-agree-upon goals.

INTEGRITY

We believe integrity is the basis of community trust. Therefore: We are honest and truthful. We are consistent in our beliefs and actions. We hold ourselves to high standards of moral and ethical conduct. We are role models for the community.



CHARGES AND CITIATIONS

January 1, 2021 - December 31, 2021

Charges	
Felony	142
Misdemeanor	372
Warrants	58
TOTAL	572
Drug Related	88
Arrests	273

Citations	
Traffic	330
Other	430
Parking	23

Accidents	229
Call for Service	12,638



CALL BY ACTIVITY

January 1, 2021 - December 31, 2021

Alarms	129
Animal Complaint	40
Area Checks	1,924
Assault	17
Assist Other Agency	208
Burglary	15
Business Checks	705
Disabled Motorist	237
Disorderly Juveniles	12
Disturbance	134
Domestic	103
Fight	6
Harassment	43
Intoxicated Subject	9
Missing Person	10
Neighbor Dispute	17
Parking Complaint	72
Public Contacts	51
Roadway Obstruction	57
Suspicious Subject/Vehicle	215
Theft	124
Traffic Stops	1,771
Vacation Checks	620
Vandalism	4
Vice Activity	10
Welfare Check	98
911 Hang-ups	36



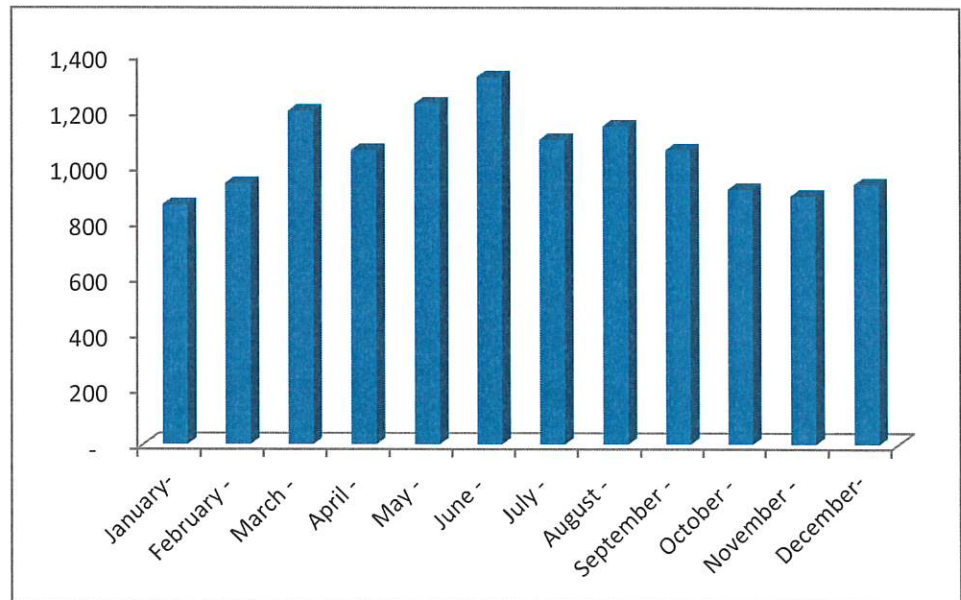
Call by Activity	2019	2020	2021	3-year Average
Alarms	193	137	129	153
Animal Complaint	76	47	40	54
Area Checks	1,167	3,693	1,924	2,261
Assault	12	11	17	13
Assist Other Agency	694	451	208	451
Burglary	24	20	15	20
Business Checks	539	1219	705	821
Disabled Motorists	280	191	237	236
Disorderly Juveniles	15	21	12	16
Disturbance	196	232	134	187
Domestic	126	113	103	114
Fight	8	16	6	10
Harassment	38	55	43	45
Intoxicated Subject	11	10	9	10
Missing Person	16	15	10	14
Neighbor Dispute	22	23	17	21
Parking Complaint	110	91	72	91
Public Contacts	186	164	51	134
Roadway Obstruction	64	51	57	57
Suspicious Subject/Vehicle	269	209	215	231
Theft	91	98	124	104
Traffic Stops	1,232	1,046	1,771	1,350
Vacations Checks	634	182	620	479
Vandalism	33	11	4	16
Vice Activity	9	5	10	8
Welfare Check	67	107	98	91
911 Hang-ups	26	16	36	54



CALLS FOR SERVICE

January 1, 2021 - December 31, 2021

JANUARY-	861
FEBRUARY-	938
MARCH-	1,198
APRIL-	1,057
MAY-	1,224
JUNE-	1,320
JULY-	1,095
AUGUST-	1,143
SEPTEMBER-	1,058
OCTOBER-	916
NOVEMBER-	893
DECEMBER-	935
TOTAL-	12,638

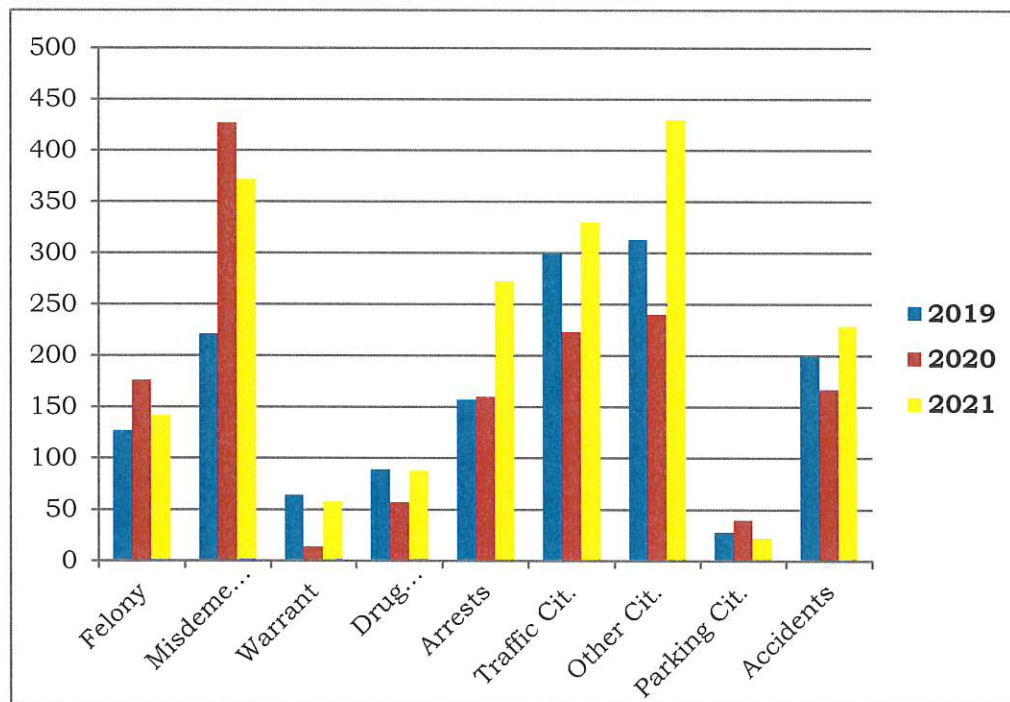


2019	6,638
2020	11,509
2021	12,638
3 Year Average	10,262



CHARGES AND CITATIONS 3-YEAR AVERAGE

	2019	2020	2021	3-year Average
Felony	127	176	142	148
Misdemeanor	221	427	372	340
Warrant	64	14	58	45
Drug Related	89	57	88	78
Arrests	157	160	273	197
Traffic Cit.	299	223	330	284
Other Cit.	313	240	430	328
Parking Cit.	28	40	23	30
Accidents	199	167	229	198





COMMAND STAFF

Title	Name	Email	Contact
Chief of Police	William Birkenhauer	wbirkenhauer@hhky.com	859-442-6913
Lieutenant	Nick Love	nlove@hhky.com	859-441-8956
Patrol Sergeant	Nick Blank	nblank@hhky.com	859-442-6908
Detective Sergeant	John Dunn	jdunn@hhky.com	859-442-6911



PROMOTIONS



Detective Sergeant John Dunn

Detective Sergeant Dunn began his career at Campbell County Sheriff's Department. He served there from 8/1/2004 - 3/24/2008. He then served with Newport Police Department from 3/25/2008 - 12/15/2017. Det Sgt Dunn has been with the Highland

Heights Police since 12/16/2017. He is in charge of the S.I.R.T Unit that includes 11 detectives from various Campbell County police departments. He facilitates the Field Training Officer Program and Police Social Worker Program.

Congratulations, Detective Sergeant Dunn!



RETIRED OFFICER

Congratulations Lt. Greg Haigis!



Lieutenant Greg Haigis began his Law Enforcement Career in 1998 with the Campbell County Police Department where he was employed until 2010.

In 2010 Lieutenant Haigis joined the Highland Heights Police Department where he has been employed until his retirement date of September 1, 2021.

The City of Highland Heights thank Greg for his years of service and wish him the best in his future endeavors!



TRAINING

AUTOMATED EXTERNAL DEFIBRILLATOR (AED)
CPR AND FIRST AID
CJED CRIMINAL JUSTICE EXECUTIVE DEVELOPMENT
DRUG INVESTIGATIVE TECHNIQUES TRAINING
INVESTIGATIVE TECHNIQUES
TASER TRAINING
CJIS SECURITY TRAINING
ACADEMY OF POLICE SUPERVISION (APS)
SEXUAL ASSAULT INVESTIGATIONS
PROPERTY AND EVIDENCE ROOM MANAGEMENT
BLOODSTAIN PATTERN IDENTIFICATION
DRUG INVESTIGATION TECHNIQUES
DESERT SNOW
DRONE WRITTEN TEST PREPARATION
UPGRADING EVIDENCE SYSTEM TRAINING
RAPID DNA TRAINING
DIGITAL CRIME SCENE TRAINING
SHOOTING QUALIFICATIONS
ACCREDITATION TRAINING
ADVANCED ROADSIDE IMPAIRED DRIVING ENFORCEMENT
(ARIDE)



DOCJT MANDATORY TRAINING

RESPONSE TO RESISTANCE

EMERGENCY VEHICLE OPERATION/PURSUIT

ARREST, SEARCH & SEIZURE

CARE, CUSTODY, RESTRAINT AND TRANSPORTATION OF PRISONERS

OFF-DUTY AND SECONDARY EMPLOYMENT

PROPERTY AND EVIDENCE

OFFICER INVOLVED DOMESTIC VIOLENCE

SEXUAL HARASSMENT, DISCRIMINATION, MISCONDUCT

SELECTION, HIRING, RETENTION

INTERNAL AFFAIRS AND COMPLAINTS

SPECIAL OPERATIONS

PERSON OF DIMINISHED CAPACITY



COMMAND & STAFF



Chief William Birkenhauer

- * Campbell County Police Department
01/01/1991 to 07/01/2011
- * Highland Heights Police Department
11/02/2011 to Present
- * Police Chief Since 06/01/2014



Lieutenant Nick Love

- * Cold Spring Police Department 06/01/2007 to
09/01/2009
- * Highland Heights Police Department
09/01/2007 to Present
- * Promoted to Sergeant 07/01/2016
- * Promoted to Lieutenant 07/01/2020



Sergeant Nick Blank

- * Campbell County Police Department
09/01/2011 to 11/03/2014
- * Highland Heights Police Department
11/03/2014 to Present
- * Promoted to Sergeant 07/01/20



Detective Sergeant John Dunn

*Campbell County Sheriff's Office 08/01/2004 to 03/01/2008

*Newport Police Department 03/02/2008 to 12/19/2016

*Highland Heights Police Department 12/19/2016 to Present

*Promoted to Sergeant 08/01/2021



Officer Dave Fornash

*Highland Heights Police Department 05/21/1996 to 08/01/2016

*Highland Heights Police Department 09/09/2016 to Present



Officer Patrick Feldman

*Cold Spring Police Department 05/01/2018 to 02/07/2019

*Highland Heights Police Department 02/08/2019 to Present



Officer Zach Burton

* Covington Police Department 07/2013 to 06/2014

* Northern Kentucky University Police Department 08/18/2015 to 04/30/2018

* Dayton Police Department 04/30/2018 to 11/02/2020

* Highland Heights Police Department 11/02/2020 to Present



Officer Zach Vance

* Campbell County Police Department 04/02/2018 to 03/03/2021

* Highland Heights Police Department 03/03/2021 to Present



Officer Mike Rowland

* Southgate Police Department 11/2006 to 08/2010

* Fort Thomas Police Department 08/2010 to 03/2021

* Highland Heights Police 06/01/2021 to Present



Officer Kim Williams

* Campbell County Police Department 12/2000 to 02/2013

* Highland Heights Police Department 2/2013 to 12/2020

* Highland Heights Police Department 05/2021 to Present



Mary Oergel-Police Clerk

* Highland Heights Police Department 06/19/2019 to Present



Angie Weinel-Police Social Worker

* Highland Heights & Campbell County Police Departments 06/01/2021



CONTACT US

Our administrative office is open Monday through Friday from 8 AM to 4 PM. Please allow up to 10 business days from the date of the incident to completion of the report.

HIGHLAND HEIGHTS POLICE
176 JOHNS HILL ROAD
HIGHLAND HEIGHTS KY, 41076

PH: 859-441-8956

FAX: 859-441-8963

WEBSITE: <https://hhkypolice.info/>



City Clerk/Treasurer Report
April 5, 2022

- A few community events have been posted on our website and Facebook page that might interest residents:
 - Northern Kentucky Federal Credit Union will be holding a Community Shred Day on Saturday, April 30th from 9:00 a.m. until 12:00 noon. The event will be in the Credit Union parking lot, 2805 Alexandria Way.
 - The Campbell County Spring Clean-Up Event has been scheduled for Friday, April 29th and Saturday, April 30th from 8:00 a.m. - 5:00 p.m. This is for Residents Only and a photo ID must be shown. Participants must unload their own vehicle. Please check www.campbellcountky.gov for updates, or call 859-547-1866.

CITY OF HIGHLAND HEIGHTS
CITY ENGINEER/ZONING ADMINISTRATOR REPORT

April 5, 2022

ZONING CODE ENFORCEMENT – The Pear trees are in bloom and the grass is beginning to grow. It is likely several weeks before any yards are in violation of the 8" maximum height for vegetation. I did issue 2 citations for outdoor storage recently.

MAIN AVENUE STREET RECONSTRUCTION – We received only 1 bid for the work on Main Avenue on March 28th. TMS Construction submitted a bid of \$327,862 and will start the work in May. My estimate of \$289,625 was prepared several month ago while fuel prices were reasonable – and the TMS proposal is 13% higher.....which is a reasonable increase when you consider the concrete plants how have a \$3 a cubic yard fuel surcharge and all material costs are going up. One contractor who picked up plans said they didn't bid because they were awarded a much larger project in Cincinnati (however he did tell me their bid would have been significantly over \$300,000).

TMS Construction has done work for us before, and the most recent project was the concrete replacement work on Knollwood Drive west of the Ride Hill intersection. They just recently purchased the Krebs Construction property at 130 Main in Highland Heights which is only a couple blocks away from this project.

I recommend accepting the bid and awarding the project to TMS Construction in the amount of \$327, 862.

Dave Whitacre, PE

Public Works Department Report

April 5, 2022 Council Meeting

Date	Total Hours	No. of Trucks	Miles Driven	Tons of Salt used	Gals. Of Brine	Notes
2/23/2022	4	2	46	0	1550	Pre-Brine
2/24/2022	3.5	3	36	6	0	Salt Streets
3/11/2022	4	2	47	0	1550	Pre-Brine
March Totals	11.5		129	6	3100	

- We went out 3 times since our March report for snow and/or ice prevention since Feb.23rd. We were out for snow events a total of 11.5 hours The events are listed above.
- I am hoping we are finished with snow removal for the season and am including the years report for snow events following:

Events	Total Hours	No. of Trucks	Miles Driven	Tons of Salt used	Gals. Of Brine	Notes
23	291.75		1748	188	13025	2022 Brine, salt and Clear streets and cul-de-sacs

We have about 120 tons of salt to start out for next winter's snow.

- We spent several days in March filling additional pot holes. I believe we have most of the streets cleared of large potholes except where we have to use hot patch.
- The brick sign is completed at the ball field for the dedication. We are waiting for the sign to be installed.
- New backstop fencing has been installed at the ballfield.
- We spent a couple of weeks cleaning up the ballfield property. We are currently installing piping in the large ditch on the south end of the lot so we can place soccer goals that are out of the ball field.
- We have another section of the hill that is slipping, south of the first slip. It is about the same size at the first slip. Bray's labor has gone up about \$5.00 per hour, so it will be about \$45,000. This time for repairs

Recreation

- The next Recreation Event will be the Easter Bunny Tour, April 3rd (Rain Date, April 10th), which is after this report is completed. I will give a verbal report of the event at the council meeting.