

CITY OF HIGHLAND HEIGHTS
Regular Council Meeting Minutes
April 4, 2023
Approved: April 18, 2023

On Tuesday, April 4, 2023 at 7:07 p.m. Mayor Meyers called the regular Council meeting to order at 176 Johns Hill Road.

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

Council Member Absent: Eddie Fessler

Staff Present: Attorney, Michelle Eviston; City Administrator, Michael Giffen; Police Chief, Bill Birkenhauer; City Clerk/Treasurer, Jeanne Pettit; Public Works Director, Steve Lehman.

Minutes for Approval

- **Regular Meeting Minutes of March 21, 2023.** These minutes had been previously e-mailed to the Mayor, Council Members, and City Staff for review.
- **Action Taken:** Member Bramel made a motion to accept the minutes from the regular council meeting held March 21, 2023. Seconded by Member Braun. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Scheduled Guests: None

Correspondence:

- There have been many positive emails and comments about the new city entrance sign.

Staff Reports

- City Administrator – Michael Giffen
 - **Resolution 10-2023:** a resolution supporting expenditure of coronavirus state and local fiscal recovery funds (SLFRF) from the American Rescue Plan Act (ARPA), for government services – license plate reader system.
 - **Action Taken:** Member Bramel made a motion to accept resolution 10-2023. Seconded by Member Chinn. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
 - The Greenspace Committee met with TSW Design on March 14 and TSW will begin a site analysis.
 - CT consultants has been hired as the city's engineering firm.
 - Communication Committee – The newsletter will be mailed in the coming weeks.
 - At the April 18 meeting, there will be a presentation requesting council pass legislation banning smoking in Highland Heights.
- Police Chief – Bill Birkenhauer
 - People are encouraged to call the police if they see something going on, while it is going on, so it can be addressed immediately.
 - Discussion of police vacation checks for residents who are out of town. There was also discussion about police training.
- City Clerk/Treasurer – Jeanne Pettit
 - Sydney Fillhardt is interested in serving on the Code Enforcement Board.
 - **Action Taken:** Member Hoffert made a motion to appoint Sydney Fillhardt to the Code Enforcement Board. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

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- Finance Director – Harry Barlage
 - Work continues on the 2023-24 budget. Councilmembers Hoffert and Bramel will review a draft of the budget before it is presented to council at the first meeting in May.
- Code Enforcement Officer – Will Hunt
 - Update on code enforcement activity and Campbell County Clean-Up event.
- Public Works Supervisor – Steve Lehman
 - Update on work completed and recreation events.
- Attorney – Michelle Eviston
 - **Municipal Order 04-2023:** A municipal order declaring city-owned real property as surplus and authorizing the Mayor to dispose of one police vehicle.
 - **Action Taken:** Member Chinn made a motion to accept municipal order 04-2023. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
 - **Action Taken:** Member Chinn made a motion to read resolution 11-2023. Seconded by Member Bramel. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
 - **Resolution 11-2023:** A resolution of the City Council of the City of Highland Heights, Kentucky setting the public hearing for the misconduct charges filed against Councilman Edward Fessler.
 - **Action Taken:** Member Hoffert made a motion to accept resolution 11-2023. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
 - **Action Taken:** Member Hoffert made a motion to read resolution 12-2023. Seconded by Member Bramel. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
 - **Resolution 12-2023:** A resolution of the City Council of the City of Highland Heights, Kentucky authorizing the Mayor to execute a contract with outside counsel for legal services related to the public hearing set for the misconduct charges filed against Councilman Edward Fessler.
 - **Action Taken:** Member Bramel made a motion to accept resolution 12-2023. Seconded by Member Chinn. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Unfinished Business

- There are 4 openings for the Tree Committee.
- The Arbor Day Celebration and tree giveaway is April 29, 11:00-1:00.
- The City-Wide Clean-up is May 19-21, 10:00-4:00.
- Central Campbell County Fire District Fire Chief Dan Schultz brought the new life squad to the city building for council to see. This was purchased with ARPA funds from Highland Heights and Cold Spring.

New Business: None

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Citizens to Address Council:

- Harley Iles and Barb Kenny, Wilson Road.; and Tina Graham, Bramble Ave. All are requesting a sidewalk on Bramble. It is a safety issue for children walking to the school bus stop and waiting for the bus. City Administrator Giffen stated that this is one of the top priorities for the engineers to address. Additionally, we will be looking at grants to help cover the cost.
- Barb Kenny and Tina Graham also requested trash cans be placed along the west side of US 27 in the north end of the city.
- Ms. Kenny explained that it is difficult to see around the corner at US 27 and Renshaw when cars are parked in the businesses parking lots.

Executive Session

- **Action Taken:** Member Hoffert made a motion to meet in executive session pursuant to KRS 61.810(1)(c) to discuss proposed or pending litigation against or on behalf of the public agency. The session shall take place during the meeting since action may be taken as a result of the executive session. Seconded by Member Bramel. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- **Action Taken:** Member Bramel made a motion to exit of executive session. Seconded by Member Hoffert. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- **Action Taken:** Member Chinn made a motion to read resolution 13-2023. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- **Resolution 13-2023:** A resolution of the City of Highland Heights authorizing execution of the settlement participation forms.
- **Action Taken:** Member Bramel made a motion to accept resolution 13-2023. Seconded by Member Chinn. Discussion: None. Ayes: 4, abstain: 1. Mayor Meyers declared the motion passed.

Adjournment

- **Action Taken:** Member Hoffert made a motion to adjourn the April 4, 2023 meeting. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.


Meeting adjourned at 8:11 p.m. on Tuesday, April 4, 2023.

Submitted by:



Jeanne M. Pettit, City Clerk/Treasurer

Signed:



Gregory V. Meyers, Mayor