

**CITY OF HIGHLAND HEIGHTS
COUNCIL MINUTES
JANUARY 2, 2018**

On Tuesday, January 2, 2018 Mayor Meyers called the Council meeting to order at 176 Johns Hill Road at 7:30 p.m.

PRESENT: Mayor Meyers, Council Members: Deborah Ball, Gary Chinn, John Hoffert, A. J. Moermond, Jeanne Pettit and Dave Ramler. A quorum was present.

ALSO PRESENT: Attorney Steve Franzen, Police Chief Bill Birkenhauer, Public Works Director Steve Lehman, City Engineer/Zoning Administrator Dave Whitacre and Jean A. Rauf, City Clerk/Treasurer.

PRAYER/PLEDGE OF ALLEGIANCE TO THE FLAG: After Mayor Meyers delivered the prayer, everyone said the pledge of allegiance to the flag.

Mayor Meyers thanked the staff and professional staff for their work during the year and hoped everyone enjoyed the Holidays.

PRESENTATION OF THE REGULAR COUNCIL MEETING MINUTES OF DECEMBER 5, 2017: These minutes had been previously distributed to the Mayor, Councilmembers and City Staff for review.

ACTION TAKEN: MEMBER PETTIT MOVED TO APPROVE THE REGULAR COUNCIL MINUTES OF DECEMBER 5, 2017, SECONDED BY MEMBER BALL. DISCUSSION: NONE. AYE: ALL. MAYOR MEYERS DECLARED THE MOTION PASSED.

ANNOUNCEMENT: Mayor Meyers announced Dave Whitacre has retired from Cardinal Engineering and has joined the staff at the City of Highland Heights. He will be the Building Inspector, Zoning Administrator and Code Enforcement Officer.

SCHEDULED GUEST/S: NONE.

CORRESPONDENCE: NONE. Member Pettit received a phone call about how the construction at NKU will affect the residents on Marshall and Faren Drives. Mayor Meyers reported that Mr. Whitacre will oversee the project for the City.

STAFF REPORTS:

CHIEF OF POLICE: Chief Birkenhauer presented the monthly report. Chief Birkenhauer stated parking and traffic for the UC games have been going well.

Member Pettit stated she read where Highland Heights is the 7th safest College Town in the United States and thanked Chief Birkenhauer and his Officers.

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CLERK TREASURER: Mrs. Rauf reported the auditors were in for two days to obtain data to complete audit. They will attend the second meeting in February to present the audit.

FINANCE DIRECTOR: Mayor Meyers reported they are working to close out the first six months of the fiscal year. Mayor Meyers stated they received the new rates for the FY2018/2019 Retirement percentages. Non-Hazardous will be 28.5% and Hazardous will be 47.86%.

CITY ENGINEER/ZONING ADMINISTRATOR: Mr. Whitacre reported it has been a slow month, two road projects, the drainage issues on Wilson Road and water runoff on Robinson Road.

Zoning Enforcement is resumed this week and will be allowed until January 15 for compliance as they will have warmer weather to complete the issues.

PUBLIC WORKS SUPERVISOR: Mr. Lehman's monthly report was previously presented to Mayor and Council and a copy is attached to these minutes. In December there were a couple of snow events at which time they brined and salted streets.

Mr. Lehman reported that Duke Energy will remove tree limbs from wires on Wilson Road so the City can remove the falling wall and brush from hillside.

Mr. Lehman announced the Recreation Committee selected 330 Knollwood as the winner of the annual lighting contest. Mrs. Rauf will contact the residents.

Mr. Lehman reported that Lunch with Santa was very well attended and the children enjoyed the event. He would like to thank the Council members that helped with the event.

CITY ATTORNEY: CITY ATTORNEY FRANZEN READ THE FIRST READING OF ORDINANCE 01-2018 AN ORDINANCE ESTABLISHING A STOP SIGN ON HIGH STREET AT THE NORTH EAST SIDE OF STREET AT HIGH AND DALE.

OLD BUSINESS: NONE.

NEW BUSINESS: Mayor Meyers reported that the following Board Members would like to continue to serve on the following Boards: Steve Crawford and Joseph Krebs for Planning and Zoning; Dennis Elix, Gregory James and Michael Meyers for the Board of Adjustment; Emma Hamann for the Board of Appeals; Melissa Irwin and Michael Vaught for the Parks and Recreation Committee.

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NEW BUSINESS: Mayor Meyers announced a Public Hearing will be conducted on Tuesday, January 16, 2018 at 7:00 p.m. for the expansion of the Tax Increment Financing (TIF). Mayor Meyers asked Mrs. Rauf if the notice had been published. Mrs. Rauf stated it will be published in the Campbell County Recorder on January 4, 2018.


ACTION TAKEN: MEMBER PETTIT MADE A MOTION TO HOLD A PUBLIC HEARING ON TUESDAY JANUARY 16, 2018 AT 7:00 P.M. FOR THE EXPANSION OF THE TAX INCREMENT FINANCING (TIF), SECONDED BY MEMBER HOFFERT. DISCUSSION: NONE. AYES: ALL. MOTION PASSED. MAYOR MEYERS DECLARED THE MOTION PASSED.


Member Ball reminded residents to remove their cars from the streets when there is a snow emergency. Mayor Meyers reminded people not to throw their snow back out onto the street when shoveling their snow.

CITIZENS TO ADDRESS COUNCIL: None.

There being no further business **MEMBER HOFFERT MOVED TO ADJOURN THE MEETING SECONDED BY MEMBER MOERMOND. DISCUSSION: NONE. AYE: ALL. MAYOR MEYERS DECLARED THE MOTION PASSED.**

The meeting adjourned at 8:05 pm.

SUBMITTED BY: 
JEAN A. RAUF, CITY CLERK/TREASURER

SIGNED: 
GREGORY V. MEYERS, MAYOR

Public Works Department Report

January 2, 2018

- During December we brined the streets on Dec 8th and 28th and on the 24th we pre-salted the streets prior to predicted snow falls
- Following is a list of snow events we went out for:

<u>Date</u>	<u>Hrs. Worked</u>	<u>Trucks</u>	<u>Miles</u>	<u>Tons of salt used</u>
12/9	4	2	38	5.5
12/24	5	2	43	7.0 Pre-salt
12/25	2.5	2	19	2.0
12/29	9	3	67	11.5
Totals	20.5		167	26

- Duke Energy will remove tree limbs from wires on Wilson Road so we can start removing the falling wall and brush from the hillside. This should happen in the next few weeks
- On Dec. 12th, the Recreation Committee reviewed residents Christmas lighting and selected 330 Knollwood as the winner of the annual lighting contest. If Jean will contact the resident that lives there, a plaque can be awarded at a future council meeting.
- Our Lunch with Santa event in the Public Works garage was very well attended. We served about 120 hotdogs. All the children had a good time. Thanks to Council members that helped with your event.
- I have included a recap of all the Code Enforcement complaints for 2016 and 2017 through Dec. 31st.
- Christmas trees are being picked up by P.W. and will be taken to NKU for chipping

Code Complaint Counts

	Active Records	In Progress	Completed Records	Totals
Jan-17	3	1	10	14
Feb-17	0	3	7	10
Mar-17	1	3	8	12
Apr-17	2	0	14	16
May-17	4	5	23	32
Jun-17	4	2	11	17
Jul-17	1	2	16	19
Aug-17	2	4	21	27
Sep-17	0	1	4	5
Oct-17	0	2	2	4
Nov-17	0	3	15	18
Dec-17	3	2	3	8
Total 2017	20	28	134	182

Jan-16	N/A	N/A	N/A	N/A
Feb-16	N/A	N/A	N/A	N/A
Mar-16	N/A	N/A	N/A	N/A
Apr-16	N/A	N/A	N/A	N/A
May-16	N/A	N/A	N/A	N/A
Jun-16	0	1	12	13
Jul-16	0	3	30	33
Aug-16	1	0	30	31
Sep-16	1	3	15	19
Oct-16	2	0	8	10
Nov-16	0	0	7	7
Dec-16	0	0	7	7
Total 2016	4	7	109	120

CITY ENGINEER/ZONING ADMINISTRATOR REPORT

1/02/18

STREET/ROAD PROJECTS – The current projects that are in the planning stage are the drainage issues on Wilson Road, and the north side of Robinson Road in front of #11. Both of these areas weep water onto the roadway and causes icing problems.

ZONING ENFORCEMENT – There has been a brief pause in my enforcement in December as I was on vacation for 10 days, then we had the Christmas/New Year holiday - and the severely cold weather this week which makes it nearly impossible for anyone to work outside. Enforcement action is being resumed this week, and they are being allowed until Jan. 15th for compliance as they will have warmer weather all next week.

Dave Whitacre