

**CITY OF HIGHLAND HEIGHTS**  
**Regular Council Meeting Minutes**  
**March 7, 2023**  
**Approved: March 21, 2023**

On Tuesday, March 7, 2023 at 7:04 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 Members Absent:** Eddie Fessler

**Staff Present:** Attorneys, Steve Franzen and Michelle Eviston; 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 February 7, 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 February 7, 2023. Seconded by Member Chinn. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

**Scheduled Guests:** None

**Correspondence**

- The City has been recognized by Tree City USA as a Tree City for the fourth year.
- Chuck Pettit has resigned from the Planning and Zoning Commission. Mayor Meyers encouraged interested residents to send a brief resume to the City Building.

**Staff Reports**

- City Administrator – Michael Giffen
  - **Resolutions**
    - **Resolution 06-2023:** A resolution opposing the passage of Senate Bill 50 and House Bill 50 relating to partisan local elections.
    - **Action Taken:** Member Chinn made a motion to approve resolution 06-2023. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
    - **Resolution 07-2023:** A resolution supporting expenditure of Coronavirus State and Local Fiscal Recovery Funds (SLFRF) from the American Rescue Plan Act Funds (ARPA) for the purpose of premium pay for eligible workers performing essential work during the COVID-19 public health emergency.
    - **Action Taken:** Member Hoffert made a motion to approve resolution 07-2023. Seconded by Member Ball. Discussion: Premium pay is being reviewed on a yearly basis. Many cities are rescinding the state of emergency, and this will likely be the last year for premium pay. Ayes: All. Mayor Meyers declared the motion passed.
    - **Resolution 08-2023:** A resolution of the City of Highland Heights authorizing the Mayor to execute a contract with Michelle K. Eviston, Attorney at Law for legal services on behalf of the City.

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- **Action Taken:** Member Braun made a motion to approve resolution 08-2023. Seconded by Member Hoffert. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- **Ordinances – First Readings**
  - **Ordinance 02-2023:** An ordinance amending the City of Highland Heights, Kentucky annual budget for fiscal year 7/1/2022 through 6/30/2023, by estimating revenues and resources and appropriating funds for the operation of city government.
  - **Ordinance 03-2023:** An ordinance amending the City's pay classifications ordinance for all employees and various city board members.
  - **Ordinance 04-2023:** An ordinance amending the city of Highland Heights Code of Ordinances Chapter 30: Organizations of City – City Engineer.
  - **Ordinance 05-2023:** An ordinance amending the City of Highland Heights Code of Ordinances Chapter 31: Department, Boards, and Commissions – Planning and Zoning.
- **Police Chief – Bill Birkenhauer**
  - Chief Birkenhauer thanked Mr. Franzen for all he has done for the police department, himself, and the city.
  - There was a burglary in February, the individual was caught the night it happened. Chief Birkenhauer encouraged citizens to call police immediately if they see something suspicious.
  - Mayor Meyers encouraged citizens to let the police know if they will be out of town. Police officers will perform safety checks of their residence during their time away and will receive a report of the checks when they return home.
- **City Clerk/Treasurer – Jeanne Pettit**
  - In the process of setting up a system to accept credit cards for tax/waste payments on-line and in person.
- **Finance Director – Harry Barlage**
  - Working on the budget for 2023-2024.
- **Code Enforcement Officer – Will Hunt**
  - March is seeing an increase in code enforcement complaints.
  - Continue to work on web-based software for code enforcement.
- **Public Works Supervisor – Steve Lehman**
  - Update on projects and trainings.
  - March 25 is the Easter Bunny Tour.
- **Attorney – Steve Franzen**
  - **Municipal Order**
    - **Municipal Order 03-2023:** A municipal order declaring city-owned tangible property as surplus and authorizing the Mayor to dispose of such tangible property in accordance with KRS 82.083.

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- **Action Taken:** Member Bramel made a motion to approve municipal order 03-2023. Seconded by Member Chinn. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- Attorney Franzen addressed Mr. Fessler's arrest by Northern Kentucky Drug Strike Force. Mr. Franzen and Ms. Eviston have reached out to Mr. Fessler's attorney encouraging Mr. Fessler to resign. If they don't hear back from Mr. Fessler or his attorney by the next city council meeting, the city may initiate proceedings to have Mr. Fessler removed as a council member. A hearing will be held, outlining evidence for removal, Mr. Fessler have an opportunity to respond. A unanimous vote of council is necessary for removal. Attorney Franzen recommended council wait for Mr. Fessler to respond to the request for his resignation before initiating proceedings.

**Unfinished Business:** None

**New Business**

- A City Clean-up Event with dumpsters at the city building, similar to the county spring clean-up, is being planned. Councilmembers Chinn and Bramel will work on this.
- Arbor Day is Saturday, April 29. There will be 150 trees given away to Highland Heights residents. There will be 4 vacancies on the Tree Board that need to be filled.
- Carmack park – a shelter is planned to be built by the playground.

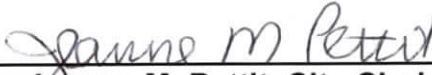
**Citizens to Address Council**

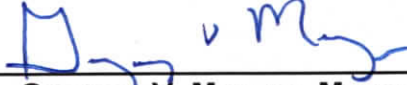
- Hayley Hamblin, Bramble Ave., requested council consider putting more sidewalks in the city, more specifically on Bramble Ave. Young children have to stand in the street to wait for the school bus and she would like them to have a safe sidewalk to stand and wait. Ms. Hamblin also mentioned that sidewalks encourage more people to walk.

**Adjournment**

- **Action Taken:** Member Bramel made a motion to adjourn the March 7, 2023 meeting. Seconded by Member Chinn. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Meeting adjourned at 8:03 p.m. on Tuesday, March 7, 2023.

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

**Signed:**   
\_\_\_\_\_  
**Gregory V. Meyers, Mayor**