

CITY OF HIGHLAND HEIGHTS
Regular Council Meeting Minutes
May 7, 2024
Approved: June 4, 2024

On Tuesday, May 7, 2024 at 7:00 p.m. Mayor Meyers called the regular Council meeting to order at 176 Johns Hill Road.

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

Staff Present: Police Chief, Bill Birkenhauer; City Clerk/Treasurer, Jeanne Pettit; Code Enforcement Officer, Dave Fornash; Public Works Director, Steve Lehman; Attorney, Michelle Eviston.

Minutes for Approval

- **Regular Meeting Minutes of April 16, 2024.** These minutes had been previously emailed to the Mayor, Council Members, and City Staff for review.
- **Action Taken:** Member Heinrich made a motion to approve the minutes from the regular council meeting held April 16, 2024. Seconded by Member Ball. Discussion: None. Yes: 5, Abstain: 1. Mayor Meyers declared the motion passed.

Scheduled Guests

- Taylor Siefker Williams (TSW) Design Group – Scott Siefker – Greenspace Presentation
- The presentation addressed the 12-month process for the Greenspace Study which included:
 - An infrastructure review. Existing recreational facilities in both Highland Heights and the region.
 - The input received from community open houses and an online survey.
 - Development of 3 broad concepts based on infrastructure and community input:
 - Play and Adventure
 - Gather and Create
 - Discover and Explore
- Preferred concepts, recommended implementation phases, and the cost for each phase grew from the broad concepts. Working name: The Commons at Highland Heights.
 - Phase A – Greenway Commons – Connect upper and lower greenspaces with art and a rest area along the way. Cost: \$1,203,008.
 - Phase B – Central Commons – Create an activity plaza for adults; develop the hillside overlook and add benches; pickleball courts. Cost: \$962,600.
 - Phase C – Community Commons – Expand playground and include an ADA accessible play space for children; performing arts/multi-use pavilion. Cost: \$1,820,037.
 - Phase D – Recreational Commons – Active courts and gathering areas. Cost: \$665,258.
 - Total cost: \$4,650,902

Correspondence: None

Staff Reports

- Finance Director – Harry Barlage
 - Reviewed and discussed the 2023-24 amended budget and the 2024-25 Budget.

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- City Administrator – Michael Giffen
 - **Ordinances – First Reading**
 - **Ordinance 03-2024:** An ordinance amending the City of Highland Heights, Kentucky annual budget for the fiscal year 7/1/2023 through 6/30/2024 by estimating revenues and resources and appropriating funds for the operation of city government.
 - **Ordinance 04-2024:** An ordinance adopting the City of Highland Heights, Kentucky annual budget for the fiscal year 7/1/2024 through 6/30/2025, by estimating revenues and resource and appropriating funds for the operation of city government.
 - Progress on the new website, training, and e-newsletter was discussed.
 - A resolution for the SNK grant is scheduled to be presented to Council in June.
 - Electronic sign – A double-sided sign costs approximately \$70,000. After considering several options and consulting with the sign company that produced the ballfield and welcome sign, the recommendation is to put it at the City Building. There will likely be more traffic with the greenspace development.
 - Council comments indicated that an electronic sign would not be a good investment of the city’s money. People look at the website and social media to get the information that would be posted on an electronic sign.
- Police Chief – Bill Birkenhauer
 - Update on Police Citizens Academy and re-accreditation process.
- City Clerk/Treasurer – Jeanne Pettit
 - Update on delinquent property tax follow-up and the filing deadline to run for council.
 - Kudos for public works was received from residents about the Hilltop Community Garden. An update on garden plot availability was given.
- Code Enforcement Officer – Dave Fornash
 - Update on property code enforcement and the site across from Lowe’s.
- Public Works Supervisor – Steve Lehman
 - Update on projects, and the City Clean-Up and Memorial Day events.
- City Engineer – CT Consultants – Robert Seitzinger
 - Reviewed bids for the Rose Avenue Roadway Improvements project and recommended accepting the bid from Queen City Blacktop.
 - **Action Taken:** Member Bramel made a motion to accept the bid of Queen City Blacktop in the amount of \$167,909.00 for the Rose Avenue roadway improvements and authorize Mayor Meyers to enter into an agreement with Queen City Blacktop. Seconded by Member Chinn. Yes: 6. Mayor Meyers declared the motion passed.
- Attorney – Michelle Eviston
- **Action Taken:** Member Heinrich made a motion to read ordinance 02-2024 in summary. Seconded by Member Bramel. Discussion: None. Yes 6. Mayor Meyers declared the motion passed.
 - **Ordinance – Second Reading**
 - **Ordinance 02-2024:** An ordinance of the City of Highland Heights in Campbell County, Kentucky establishing a non-exclusive franchise for the use of the public

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streets, alleys, and other public grounds of the city for the transmission and distribution of either or both natural gas and electricity through and for consumption within the City; and providing the terms thereof.

- **Action Taken:** Member Bramel made a motion to accept ordinance 02-2024. Seconded by Member Ball. Discussion: None
- **Roll Call:** Member Braun, yes; Hoffert, yes; Ball, yes; Chinn, yes; Bramel, yes; Heinrich, yes. Mayor Meyers declared the motion passed.
- **Municipal Order**
 - **Municipal Order 05-2024:** A municipal order adopting the Northern Kentucky Regional Hazard Mitigation Plan 2024.
 - **Action Taken:** Member Bramel made a motion to accept municipal order 05-2024. Seconded by Member Heinrich. Discussion about the purpose of the plan. Yes: 6. Mayor Meyers declared the motion passed.

Unfinished Business

- Councilmember Hoffert shared thanks and appreciation for all the volunteers and sponsors for the Arbor Day event. There was a great turn out and 100 trees were distributed.

New Business

- This Saturday, May 11, is the Postal Carrier Food Drive.
- **Action Taken:** Member Bramel made a motion to cancel the May 21, 2024 council meeting due to lack of business. Seconded by Member Braun. Discussion: None. Yes: 6. Mayor Meyers declared the motion passed.
- HB 829 – Discussion of medical cannabis dispensaries, licenses, options council has related to having dispensaries in the city, and the timeline for council to take action.

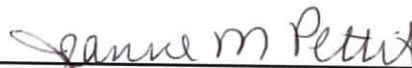
Citizens to Address Council: None

Adjournment

- **Action Taken:** Member Bramel made a motion to adjourn the May 7, 2024 meeting. Seconded by Member Hoffert. Discussion: None. Yes: 6. Mayor Meyers declared the motion passed.

Meeting adjourned at approximately 9:07 p.m. on Tuesday, May 7, 2024.

Submitted by:



Jeanne M. Pettit, City Clerk/Treasurer

Signed:



Gregory V. Meyers, Mayor