

**CITY OF HIGHLAND HEIGHTS**  
**Regular Council Meeting Minutes**  
**September 5, 2023**  
**Approved: September 19, 2023**

On Tuesday, September 5, 2023 at 7:03 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 Braun, Alex Bramel, Rene Heinrich. A quorum was present.

**Council Member Absent:** John Hoffert notified the city in advance he was unable to attend.

**Staff Present:** City Administrator, Michael Giffen; Police Chief, Bill Birkenhauer; City Clerk/Treasurer, Jeanne Pettit; Code Enforcement Officer, William Hunt; Attorney, Michelle Eviston.

**Staff Absent:** Public Works Director, Steve Lehman, was unable to attend.

#### **Minutes for Approval**

- **Regular Meeting Minutes of August 1, 2023.** These minutes had been previously emailed to the Mayor, Council Members, and City Staff for review.
- **Action Taken:** Member Ball made a motion to accept the minutes from the regular council meeting held August 1, 2023. Seconded by Member Bramel. Discussion: None. Yes: Members Braun, Ball, Chinn, Bramel. Abstain: Member Heinrich. Mayor Meyers declared the motion passed.

**Scheduled Guests:** None

#### **Municipal Road Aid Fund**

- An announcement for citizen input was posted on the front entrance of the City Building, the City's Facebook page and website. Notice was sent to media outlets requesting notification.
- **Citizen Comments:** None
- **Council Comments:** Streets that need work include Alexandria Way and Rose Avenue.

**Correspondence:** None

#### **Staff Reports**

- City Administrator – Michael Giffen
  - The Greenspace Committee is meeting on Monday, September 18 from 1:00-2:30 p.m. in the Community Room.
  - The Community Fall Celebration is Saturday, October 7 from 3:00-9:00 p.m. at the City Building Shelter.
  - Will Hunt has notified the city he will not be renewing his contract at the end of September.
  - **Resolution**
    - **Resolution 18-2023:** A resolution supporting expenditure of up to \$20,000 of Coronavirus State and Local Fiscal Recovery Funds (SLFRF), from the American Rescue Plan Act (ARPA), for the purchase of fire proof file cabinets to protect permanent records.
    - **Action Taken:** Member Bramel made a motion supporting the expenditure of up to \$20,000 for the purchase of fire proof file cabinets. Seconded by Member Braun. Discussion: None. Yes: All. Mayor Meyers declared the motion passed.

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- **Resolution 19-2023:** A resolution supporting expenditure of up to \$20,000 of Coronavirus State and Local Fiscal Recovery Funds (SLFRF), from the American Rescue Plan Act (ARPA), for a shelter cover at Carmack Park.
- **Action Taken:** Member Heinrich made a motion supporting the expenditure of up to \$20,000 for a shelter cover at Carmack Park. Seconded by Member Bramel. Discussion: None. Yes: All. Mayor Meyers declared the motion passed.
- **Ordinance – First Reading**
  - **Action Taken:** Member Bramel made a motion to have first reading of the ordinance stating the ad valorem tax rate will be set at 1.42 per thousand. Seconded by Member Braun. Discussion: None. Yes: All. Mayor Meyers declared the motion passed.
  - **Ordinance 10-2023:** An ordinance assessing and levying an ad valorem tax on the property within the City of Highland Heights, Kentucky and imposing interest and penalties thereon.
- **Police Chief – Bill Birkenhauer**
  - Gilbert Marksberry was hired in August as a, part-time police officer; he has 20 years of police experience. Officer Marksberry brings with him a K-9 officer certified in drug detection and search and rescue.
- **City Clerk/Treasurer – Jeanne Pettit**
  - Reviewed tax information as well as clean-up events occurring the upcoming months.
- **Code Enforcement Officer – William Hunt**
  - Reviewed code enforcement issues and thanked the city for the opportunity to serve as code enforcement officer.
- **Public Works Report**
  - Update on projects and upcoming events.
- **Attorney – Michelle Eviston**
  - **Resolution**
    - **Action Taken:** Member Heinrich made a motion to read resolution 20-2023 in summary. Seconded by Member Ball. Discussion: None. Yes: 4; No: 1. Mayor Meyers declared the motion passed.
    - **Resolution 20-2023:** A resolution of the Highland Heights City Council authorizing the Mayor to execute an agreement with Rumpke Waste and Recycling Service amending the prior contract.
    - **Action Taken:** Member Heinrich made a motion authorizing the Mayor to execute an agreement with Rumpke amending the prior contract. Seconded by Member Bramel. Discussion: None. Yes: All. Mayor Meyers declared the motion passed.

**Unfinished Business**

- **Sober Living House**
  - City Administrator Giffen has followed up but has not received a response from Oxford House representatives about coming to a council meeting or having an open house for the neighborhood.

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- The administrative offices and police have received no complaints about the sober living house. The police have not witnessed an overabundance of vehicles parked on the street. Another email will be sent to residents as a follow-up.
- Bramble Bus Stop is working out very well. Children are safe waiting for the school bus.

**New Business**

- Mayor Meyers announced Mike Rust is new Chairman for Central Campbell County Fire District.

**Citizens to Address Council**

- Recycling pick-up on Thompson and Hale is inconsistent.
- Don Childers thanked council for the bus stop and stated it is too small for the number of children using it. Additionally, he recommended that the mailboxes on Thompson be relocated to the front yards of the houses when the street is replaced.

**Adjournment**


- **Action Taken:** Member Bramel made a motion to adjourn the September 5, 2023 meeting. Seconded by Member Ball. Discussion: None. Yes: All. Mayor Meyers declared the motion passed.

Meeting adjourned at approximately 8:01 p.m. on Tuesday, September 5, 2023.

Submitted by:

  
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Jeanne M. Pettit, City Clerk/Treasurer

Signed:

  
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Gregory V. Meyers, Mayor