

**CITY OF HIGHLAND HEIGHTS**  
**Regular Council Meeting Minutes**  
**November 19, 2024**  
**Approved: December 3, 2024**

On Tuesday, November 19, 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, Alex Bramel. A quorum was present.

**Council Members Absent:** Councilmember John Hoffert.

**Staff Present:** City Administrator, Michael Giffen; 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 October 1, 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 October 1, 2024. Seconded by Member Ball. Discussion: None. Yes: 4; Abstain, 1. Mayor Meyers declared the motion passed.
- **Special Meeting Minutes of October 22, 2024:** These minutes had been previously emailed to the Mayor, Council Members, and City Staff for review. **Action is Requested.**
- **Action Taken:** Member Bramel made a motion to approve the minutes from the special council meeting held October 22, 2024. Seconded by Member Chinn. Discussion: None. Yes: 4; Abstain: 1. Mayor Meyers declared the motion passed.

**Scheduled Guests:** None

**Correspondence:** None

**Staff Reports**

- City Administrator – Michael Giffen
- The \$3M sidewalk grant was approved.
- Halloween Decoration award winner is Michael Comiskey on Knollwood Drive.
  - **Municipal Order 12-2024:** A municipal order accepting vehicle bids for public works services within the City of Highland Heights, Kentucky in the amount of \$64,353.91 for a 2023 Ford F-350 from Fuller Ford.
  - **Action Taken:** Member Bramel made a motion to accept municipal order 12-2024. Seconded by Member Braun. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
  - **Resolution 07-2024:** A resolution supporting expenditure of Coronavirus State and Local Fiscal Recovery Funds (SLFRF) from the American Rescue Plan Act (ARPA) for government services to perform a landscape design of the Central Commons amenity zone surrounding the proposed pickleball courts.
  - **Action Taken:** Member Chinn made a motion to accept resolution 07-2024. Seconded by Member Heinrich. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
  - **Resolution 08-2024:** A resolution supporting expenditure of Coronavirus State and Local Fiscal Recovery Funds (SLFRF) from the American Rescue Plan Act (ARPA) for

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government services to fund the social worker position within the police department through December 31, 2026.

- **Action Taken:** Member Heinrich made a motion to accept resolution 08-2024. Seconded by Member Bramel. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
- Police Chief – Bill Birkenhauer
  - Update on police training. New police cruisers were picked up.
- City Clerk/Treasurer – Jeanne Pettit
  - Update on tax collections, auditor on-site visit, and alcoholic beverage licenses.
- Code Enforcement Officer – Dave Fornash
  - Update on code enforcement activity.
- Public Works Supervisor – Steve Lehman
  - Update on city events.
- Attorney – Michelle Eviston
  - **Ordinance – Second Reading**
    - **Ordinance 09-2024:** An ordinance adopting a supplement to the code of ordinances of Highland Heights, Kentucky.
    - **Action Taken:** Member Bramel made a motion to accept ordinance 09-2024. Seconded by Member Heinrich. Discussion: None.
    - **Roll Call:** Member Braun, yes; Ball, yes; Chinn, yes; Bramel, yes; Heinrich, yes. Mayor Meyers declared the motion passed.
  - **Municipal Orders**
    - **Municipal Order 13-2024:** A municipal order appointing Gene White to a four-year term on the Highland Heights Planning and Zoning Commission.
    - **Action Taken:** Member Bramel made a motion to accept municipal order 13-2024. Seconded by Member Chinn. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
    - **Municipal Order 14-2024:** A municipal order appointing John McNabb to a four-year term on the Highland Heights Planning and Zoning Commission.
    - **Action Taken:** Member Heinrich made a motion to accept municipal order 14-2024. Seconded by Member Ball. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
    - **Municipal Order 15-2024:** A municipal order appointing Scott Reincke to a four-year term on the Highland Heights Planning and Zoning Commission.
    - **Action Taken:** Member Bramel made a motion to accept municipal order 15-2024. Seconded by Member Braun. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.

**Unfinished Business:** None

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**New Business**

- Fire Chief Dan Schultz, Central Campbell County Fire District
  - The fire district has put a new fire engine in service.
  - One ambulance has been temporarily taken off the street until qualified staff is hired to run the equipment.
- **Good Neighbor Award Nomination**
- April Hoskins and Leo Combs have been accepting donations to take to an area of North Carolina hit by the hurricane.
  - **Action Taken:** Member Bramel made a motion to present the Good Neighbor Award to April Hoskins and Leo Combs. Seconded by member Heinrich. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.
- **Heinrich Firm** collects luggage for children in foster care. People may drop off new or gently used luggage at their office, 800 Monmouth Street, between 9:00 AM-5:00 PM, Monday-Friday.

**Citizens to Address Council:** None

**Adjournment**

- **Action Taken:** Member Bramel made a motion to adjourn the November 19, 2024 meeting. Seconded by Member Ball. Discussion: None. Yes: 5. Mayor Meyers declared the motion passed.

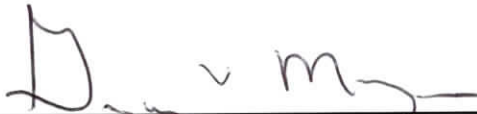
Meeting adjourned at 7:44 p.m. on Tuesday, November 19, 2024.

**Submitted by:**

  
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**Jeanne M. Pettit, City Clerk/Treasurer**

**Signed:**

  
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**Gregory V. Meyers, Mayor**