

**CITY OF HIGHLAND HEIGHTS**  
**Regular Council Meeting Minutes**  
**October 7, 2025**  
**Approved: November 4, 2025**

On Tuesday, October 7, 2025 at 7:02 p.m. Mayor Meyers called the regular Council meeting to order at 176 Johns Hill Road.

**Councilmembers Present:** Mayor Greg Meyers. Councilmembers Deborah Ball, Gary Chinn, Jesse Hockenbury, Rene Heinrich. A quorum was present.

**Councilmember Absent:** Councilmembers Patricia Hayley, John Braun.

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

**Staff Absent:** Public Works Director, Steve Lehman; Code Enforcement Officer, Dave Fornash.

**Minutes for Approval**

- **Regular Meeting Minutes of September 16, 2025:** These minutes were previously emailed to the Mayor, Council Members, and City Staff for review.
- **Action Taken:** Member Chinn made a motion to accept the minutes from the regular council meeting held September 16, 2025. Seconded by Member Heinrich. Discussion: None. Yes: 4, No: 0, Abstain:0. Mayor Meyers declared the motion passed.

**Scheduled Guests:** None

**Correspondence:**

- The Governor's School for the Arts will be housed at NKU beginning in 2026 for 3 years.

**Staff Reports**

- City Administrator – Michael Giffen
- Phase 1 of the Greenspace Project is nearly complete. Phase 1A is next to go out to bid.
  - **Action Taken:** Member Heinrich make a motion to read Municipal Order 02-2025. Seconded by Member Ball.
  - **Municipal Order 02-2025:** A municipal order regarding the procurement of a police cruiser from the fiscal year 2026 budget.
  - **Action Taken:** Member Heinrich made a motion to accept municipal order 02-2025 approving the procurement of a police cruiser from the fiscal year 2026 budget. Seconded by Member Hockenbury. Discussion: None. Yes: 4, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.
- Police Chief – Bill Birkenhauer
  - Update on officer training and staffing.
- City Clerk/Treasurer – Jeanne Pettit
  - Update on Tax Collections.
- Code Enforcement Officer – Dave Fornash
  - Report was distributed to council.
- Public Works Supervisor – Steve Lehman
  - Appreciation for those who attended and volunteered to help with the Kids Harvest Fest.
  - Received a \$3,5000 KLC Liability Grant to remove trip hazards on sidewalks.
- City Engineer – Frank Twehues
  - Tyler Pelfrey, Verdantas; Jackie Reising, Human Nature; Nicole DiNovo, Human Nature.

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- Phase 1A of the Greenspace Project was presented. The timeline indicates construction will begin in Spring/Summer 2026.
- There was a suggestion to add chess/checkers boards.
- The reason for choosing synthetic turf is because it will hold up with high traffic use. Additionally, turf is needed on the hillside for safety.
- Firepit safety. There is vented cover over the flame and a timer switch permitting an allotted amount of time for the flame to burn. If the firepit is not used properly, a cage with lock can be installed over the on/off switch. A timer can also be installed to permit use during specified hours of the day/night.
- **Action Taken:** Member Chinn made a motion to move forward with the bid process for Phase 1A of the Greenspace Project. Seconded by Member Heinrich. Discussion: None. Yes: 4, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.
- Attorney – Michelle Eviston
  - **Resolution 05-2025:** A resolution authorizing the Mayor to execute a contract with the Kentucky Transportation Cabinet regarding the US 27 Multi-Use Path and Sidewalk Project.
  - **Action Taken:** Member Hockenbury made a motion to accept resolution 05-2025. Seconded by Member Ball. Discussion: None. Yes: 4, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.

**Unfinished Business:** None

**New Business**

- **Action Taken:** Member Chinn made a motion to cancel the October 21, 2025 council meeting due to lack of business. Seconded by Member Ball. Discussion: None. Yes: 4, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.

**Citizens to Address Council:** None

**Adjournment**

- **Action Taken:** Member Ball made a motion to adjourn the October 7, 2025 council meeting. Seconded by Member Hockenbury. Discussion: None. Yes: 4, No: 0, Abstain: 0. Mayor Meyers declared the motion passed.

Meeting adjourned at 7:49 p.m. on Tuesday, October 7, 2025.

**Submitted by:**

  
Jeanne M. Pettit, City Clerk/Treasurer

**Signed:**

  
Gregory V. Meyers, Mayor