

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING
APRIL 23, 2024

1 The Council of the City of Middleburg Heights, Ohio met in Council Chambers at
2 City Hall on Tuesday, April 23, 2024 for the purpose of conducting a REGULAR
3 MEETING. President of Council David Bortolotto called the meeting to order at
4 7:00 p.m.
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6
7 PRESENT: Matthew Castelli Mayor
8 David Bortolotto President of Council
9 Tim Ali Councilman At Large
10 Dan Sage Councilman At Large
11 Bill Meany Councilman Ward 1
12 Matthew McGregor Councilman Ward 2
13 Mike Ference Councilman Ward 3
14 Trish Gable Council Secretary
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16

17 STAFF
18 ATTENDING: Santo Incorvaia Law Director
19 Jason Stewart Finance Director
20 Jim Herron Service Director
21 Chuck Bichara Economic Development Director
22 Mark Elliott Recreation Director
23 Ed Tomba Police Chief
24
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26 ABSENT: Councilman John Zakel, Jr., out of town
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29 PLEDGE OF ALLEGIANCE
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31 MINUTES

32 Motion by Mr. Ali to approve the minutes of the regular meeting of April 9, 2024. MINUTES
33 Seconded by Mr. Meany. APPROVED

34 ROLL CALL: YEAS 5, NAYS 0, ABSTAIN 1, MCGREGOR, MINUTES
35 APPROVED
36

37
38 COMMUNICATIONS

39 Certificate of estimated property tax revenue from the county auditor regarding FILE AS RECORD
40 Southwest General Hospital levy.
41

42
43 Mayor Castelli said he is excited to welcome Polaris here this evening. He said
44 before he turns this over to Mr. Bichara, this is one of those stories where you
45 have a great asset in your community, Polaris Career Center, and you're able to
46 utilize the great experience of the students that are there to help with a project that
47 ultimately saved the city tens of thousands of dollars. Mayor Castelli said the city
48 really appreciated being able to partner with Polaris. He said with that, he turned
49 the meeting over to Mr. Bichara.
50

51 Mr. Bichara said this story began when he received a call from one of our service
52 department supervisors, Tim Romanowski. He said Tim Romanowski and Marty
53 Kramer, Facility Maintenance Manager, were looking for a machine shop to
54 machine some floor grates. Mr. Bichara said as you know, the city currently
55 owns the Sears property, which consists of the main building and the automotive
56 building. He said in the automotive building, there are a number of floor grates
57 that Marty felt would fit in our service garage. Mr. Bichara said the service
58 garage was completed in 2000, and many of the floor grates are in need of
59 replacement. He said the dilemma is the size of the grates in our service garage
60 aren't a regular size grate. Mr. Bichara said the company that manufactured these
61 grates in 2000 is no longer in business, so there is no one that makes the same
62 grate size to fit the opening. He said he contacted a machine shop, that of course

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1 said they could do the machining, but their concern was that they didn't want to
2 tie up their equipment and labor with that amount of work to machine 77 grates.

3 Mr. Bichara said he contacted Maureen Lehman, Director of Workforce Services
4 at Polaris, who unfortunately could not be here this evening, but he asked her if
5 she knew of other machine shops outside of the city that could help. He said she
6 went to the machining instructor, who felt that the students could handle the job.

7 Mr. Bichara that began the partnership with Polaris. He said even if we were to
8 purchase new grates, or machine these it would have cost a tremendous amount of
9 money. Mr. Bichara said in total by Polaris doing this project, it saved the city
10 well over \$46,000. He said the real story here for the city is the savings and costs,
11 but more important is the collaboration/cooperation once again, with Polaris, the
12 great students, the great staff and their willingness to always help the community
13 in so many ways. Mr. Bichara said with us today, is Mr. Bill Evans, Principal,
14 Mr. Doug Miller, Director of Communications and the two students that did the
15 work which are Izze Abusharif and Ben Conley, along with their instructor from
16 the machining shop.
17

18 Mr. Evans thanked the mayor and council for having them here this evening. He
19 said they are glad that they were able to give back to the city. Mr. Evans said they
20 are always asking for things from the city, whether it is Chief Tomba coming to
21 meetings or asking Mayor Castelli for something. Mr. Evans said they were
22 actually able to find a project where they were able to match what their students
23 are capable of. He said we were able to show off their skills, and give them a real
24 world experience. Mr. Evans said they couldn't be more proud of the students
25 and are fortunate to have great partnerships. He said they hoped that they would
26 be able to do more and more for the city. Mr. Evans asked the students to come
27 up so they could be recognized.
28

29 Mr. Izze Abusharif, said he was from North Olmsted High School, and said it was
30 nice working on these grates. He reiterated that this did give him the real world
31 experience and thanked the city for that.
32

33 Mr. Matt King, Student Ambassador, spoke on Ben Conley's behalf since he
34 couldn't be here this evening. He said he did his fair share of work on the sewer
35 grates, and it was a real honor to help the city but most of the work was done by
36 Ben and Izze.
37

38 Mayor Castelli said they appreciated everyone coming this evening.
39

40 Mr. Bichara said with the support of the mayor and city council, they would like
41 to make a donation to Polaris. He said the reason for the donation is that it will be
42 able to provide tools for this program for the future. Mr. Bichara said Maureen
43 Lehman, Director of Workforce Services, shared a story with him about a student
44 that went on an internship where they needed to buy their own tools, and she did
45 not want that to happen again. He said the city wants to give back by making a
46 donation and said this check is for the hard work and dedication of the teacher and
47 students to buy tools to continue with the program.
48

49 AUDIENCE PARTICIPATION

50 Mrs. Mary Ferrante, said she is a 46 year resident of Middleburg Heights. She
51 thanked the mayor, city council and directors for bringing the Cleveland Clinic to
52 our community. Mrs. Ferrante is so pleased and expressed her appreciation. She
53 has safety concerns though regarding entering and exiting the facility off of
54 Bagley or Engle. Mrs. Ferrante said to her, this is an accident waiting to happen,
55 and more and more businesses are still being added there. She asked if it was
56 possible to install a traffic light on Engle Road at the entrance to the Clinic drive.
57 Mrs. Ferrante said she would appreciate it if that could be considered.
58

59 Mayor Castelli thanked Mrs. Ferrante for coming. He said we all feel there are
60 some challenges with the traffic there. Mayor Castelli said we have our traffic
61 consultant reviewing that, actually partnering with the Clinic, on some options.
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1 He said they have done some tweaking with the lights that has helped a little bit.
2 Mayor Castelli said he thought it would be very hard based on the spacing where
3 those drives are to add another traffic light on Engle. He said but what can be
4 done and what we are working towards is connecting the light that we recently put
5 in front of Cane's and the car wash, and connecting that whole area so when you
6 are in the parking lot of the Clinic, you would be able to cross into that other area
7 and access the light if you chose. Mayor Castelli said they think that is the
8 solution to the traffic, and you would safely be able to make left turns to get back
9 out onto Bagley Road.

10
11 Mr. Dennis Kobasuk, Ragall Parkway, said he is here this evening because he said
12 he heard there are some concerns about deer, and talk about doing a kill. He said
13 he just wanted to give his input, he said he has been in Middleburg Heights his
14 whole life and on Ragall for 25 years, and said there aren't any more deer than
15 there ever have been. Mr. Kobasuk said he just thinks they are moving more
16 because of housing and other developments going in all around the city. He said
17 there are people feeding the deer, which is a problem. Mr. Kobasuk said but in
18 speaking with Tim Ali, he thinks the smart thing is that the state is doing a review
19 of the area and once that review is done then maybe we can have an informed
20 decision with some facts. He said he is speaking on behalf of the Ragall group,
21 and that is where the Ragall/Alan group stands.

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24 APPOINTMENTS AND CONFIRMATIONS

25 None.

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28 ORDINANCES, RESOLUTIONS AND MOTIONS

29 CITY PARKS, RECREATION & SERVICES COMMITTEE - MR. ALI
30 CHAIRMAN

31 Mr. Ali introduced ORDINANCE NO. 2024-26, An Ordinance amending
32 Middleburg Heights Codified Ordinance Section 618.25 "Procedure and Fees for
33 Adopting Animals" and MOVED TO ADOPT. Seconded by Mr. Sage.

ORD. 2024-26
ADOPTED
AMEND CODIFIED:
SECTION 618.25 -
PROCEDURE AND
FEES FOR ADOPTING
ANIMALS

34 Mr. Ali said with this ordinance we are helping the animals again. He said many
35 animals are picked up in our city. Mr. Ali said with this ordinance, our animal
36 control officer has to scan the animal within 24 hours. He said if the animal has a
37 microchip then we can return it to the owner immediately. Mr. Ali said if they do
38 not have a microchip, we will try to find a county license, a tag or some type of
39 identification. He said if there is not identification, then we will make sure that the
40 animal is vetted to confirm that the animal doesn't have any illness or diseases
41 that could transfer to the other animals that there are there. Mr. Ali said for seven
42 days we will still try to find the owner. He said if there is no luck in finding the
43 owner, then the animal will be transferred to the Middleburg Heights Animal
44 Shelter for adoption. Mr. Ali said if an animal has a county license or a tag, and
45 no successful location of that owner is found, it is state law that we must hold the
46 animal for 14 days. He said if we still cannot find the animal owner, then after
47 that time the animal would be transferred to the Middleburg Heights Animal
48 Shelter. Mr. Ali said all the adoption fees are the same with this legislation. He
49 said Dani, our Animal Shelter Manager, is doing a phenomenal job. Mr. Ali said
50 she has been adopting out an animal a week since she's been there.

51 Mr. Ali asked members of council if they would like their names added as co-
52 sponsors. Members of council asked to have their names added.

53 ROLL CALL: YEAS 6, NAYS 0. ORDINANCE NO. 2024-26 ADOPTED

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55 Mr. Ali introduced RESOLUTION NO. 2024-27, A Resolution supporting state
56 legislation to control increases in property values for tax purposes and MOVED
57 TO ADOPT. Seconded by Mr. Sage.

RES. 2024-27
ADOPTED
CONTROL PROPERTY
VALUES INCREASES -
TAX PURPOSES

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59 Mr. Ali said 2023 is a property tax assessment year. He said with the real estate
60 market the way it has been the last few years, property values are going to
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1 substantially increase, and the property tax assessment is going to increase. Mr.
2 Ali said he is asking the county to keep the tax valuations the same. He said it is a
3 state law, HB 187, to reassess the values every three years, however, it is not a
4 state law that the values have to be increased. Mr. Ali said when the property
5 taxes are increased, it hurts many of our residents. He said it hurts every family
6 with kids, senior citizens, fixed income residents and disabled residents. Mr. Ali
7 said every resident with a mortgage has a tax escrow account, so more money is
8 going to have to be given to the tax escrow account, which means your house
9 payment is going to increase. He said we are asking for the tax values to remain
10 the same. Mr. Ali said the House of Representatives in the state chose not to take
11 any action on HB 187 during this past session. He said if it is possible, to please
12 send this legislation to other cities, hoping they join in and pass legislation as
13 well.
14

15 well.
16 Mr. Ference asked if 2023 was the actual assessment year, or if it was 2024.

17 Mr. Ali said it is this year, and it would be effective for 2023.

18 Mr. Ference said he appreciated Mr. Ali's attention to this.

19 Mr. Ali asked members of council if they would like their names added as co-
20 sponsors. Members of council asked to have their names added to this piece of
21 legislation as well.
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23 ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2024-27 ADOPTED
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26 FINANCE, TAXATION & ASSESSMENTS COMMITTEE - MR.
27 BORTOLOTTO, CHAIRMAN

28 Mr. Bortolotto made a motion to authorize the finance director to cut a check for
29 \$2,000 for the Middleburg Heights Food Pantry. Seconded by Mr. Ference.

MOTION 2024-15
DONATION TO
MIDDLEBURG HTS.
FOOD PANTRY

30 ROLL CALL: YEAS 6, NAYS 0, MOTION APPROVED
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33 Mr. Bortolotto made a motion to authorize the finance director to cut a check for
34 \$2,000 for SCAN. Seconded by Mr. Sage.

MOTION 2024-16
DONATION TO
SCAN

35 ROLL CALL: YEAS 6, NAYS 0, MOTION APPROVED
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37 Mr. Bortolotto introduced ORDINANCE NO. 2024-28, An Ordinance authorizing
38 the mayor and finance director to enter into a contract with Gordian and G & B
39 Electric Company and MOVED TO ADOPT. Seconded by Mr. Meany.

ORD. 2024-28
ADOPTED
CONTRACT:
GORDIAN AND
G & B ELECTRIC
COMPANY

40 Mr. Bortolotto said this is for a generator for the fire station. He said we are
41 trying to get rid of the old police station, which is where the generator is. Mr.
42 Bortolotto said a new state of the art generator will be placed at the fire station.
43 He said the cost of the generator is \$186,500.64. Mr. Bortolotto said this was also
44 discussed at the finance committee meeting.
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46 ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2024-28 ADOPTED
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49 LEGISLATION & RULES COMMITTEE - MR. ZAKEL, CHAIRMAN

50 No legislation.
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53 PUBLIC HEALTH, SAFETY & RELIEF COMMITTEE - MR. McGREGOR,
54 CHAIRMAN

55 No legislation.
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57 PUBLIC IMPROVEMENTS COMMITTEE - MR. SAGE, CHAIRMAN

58 No legislation.
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1 STREETS, UTILITIES & RAILROAD COMMITTEE – MR. MEANY,
2 CHAIRMAN

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4 Mr. Meany introduced RESOLUTION NO. 2024-29, A Resolution authorizing
5 the mayor and finance director to enter into a contract with Crossroads Asphalt
6 Recycling, Inc. for the 2024 Street Repair Program Phase 1 – Grant Boulevard
7 and MOVED TO ADOPT. Seconded by Mr. McGregor.

RES. 2024-29
ADOPTED
CONTRACT:
CROSSROADS
ASPHALT RECYCLING,
INC. (2024
STREET REPAIR
PROGRAM - PHASE 1-
GRANT BLVD.)

8 Mr. Meany said this bid was awarded to Crossroads for \$418,582.25 and is the
9 lowest and best bid. He asked Mr. Bichara to explain the grant that was given for
10 Grant Boulevard.

11 Mr. Bichara said this program is funded through Cuyahoga County. He said there
12 are two grants, there is a grant in the amount of \$150,000 through the CDBG
13 Municipal Grant Program and another grant in the amount of \$50,000 through the
14 Community Development Supplemental Grant Program. Mr. Bichara said with
15 the support of the mayor and city council, we have been very successful in
16 previous years in obtaining this type of grant funding. He said this year we will
17 use all of the funding toward Grant Boulevard.

18 ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2024-29 ADOPTED

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22 ZONING & BUILDING CODE COMMITTEE – MR. FERENEC, CHAIRMAN

23 No legislation.

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26 Mayor Castelli referred to RESOLUTION NO. 2024-23, A Resolution submitting
27 the question of renewal of the 1 mill tax levy for the purpose of providing for the
28 benefit of the City of Middleburg Heights to support Southwest General Health
29 Center and declaring an emergency and PLACED ON SECOND READING.

RES. 2024-23
SECOND READING

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31 Mayor Castelli referred to ORDINANCE NO. 2024-24, An Ordinance
32 authorizing the mayor to enter into a contract with Southwest General Health
33 Center for the levy of a tax and the payment of the proceeds thereof for the
34 maintenance and support and as compensation for the use of said health center
35 and declaring an emergency and PLACED ON SECOND READING.

ORD. 2024-24
SECOND READING

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38 Mayor Castelli referred to RESOLUTION NO. 2024-25, A Resolution in support
39 of the passage of the Health Center Renewal Levy and PLACED ON SECOND
40 READING.

RES. 2024-25
SECOND READING

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42
43 Mayor Castelli introduced ORDINANCE NO. 2024-30, An Ordinance to make
44 supplemental appropriations for current expenditures and expenses for the City of
45 Middleburg Heights for the calendar year 2024 and moved to adopt. On behalf of
46 the mayor, Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr. Ference.

ORD. 2024-30
ADOPTED
SUPPLEMENTAL
APPROPRIATIONS

47 Mayor Castelli said there are two items on this supplemental. He said there is a
48 \$40,000 item for Summer in the City, but again he wants to make sure that this is
49 clear that this total amount will be offset by sponsorships, as well as
50 ride/concessions revenue. Mayor Castelli said typically this went through the
51 City Club, where they would collect those revenues. He said this year the City of
52 Middleburg Heights is going to be collecting those revenues. Mayor Castelli said
53 this additional amount will be appropriated, but then ultimately that total amount
54 will be offset. He said there is no additional monies once we receive the
55 sponsorship money and ride/concession revenues. Mayor Castelli said also on
56 this supplemental there is an amount for the Smith Road project where there is
57 some additional infrastructure work for electrical line relocation.

58 Mr. McGregor asked if this includes the fireworks.

59
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61 Mayor Castelli said that has already been appropriated. He said the only reason
62 we had to do this is because we are collecting the actual revenues. Mayor Castelli
said we are going to do the additional expenditure for the rest of Summer in the

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City, however, our sponsorships and concession revenues will offset that amount. He said we have to appropriate this because we haven't received those revenues yet.

ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2024-30 ADOPTED

Mayor Castelli introduced ORDINANCE NO. 2024-31, An Ordinance amending the pay grade for summer public service department employees and moved to adopt. On behalf of the mayor, Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr. Meany.

ORD. 2024-31
ADOPTED
AMEND PAY GRADE -
SUMMER PUBLIC
SERVICE DEPARTMENT
EMPLOYEES

Mayor Castelli said this ordinance has been in place for some time, and as we have talked with Polaris Career Center, other schools and organizations it looks like in order to attract qualified candidates for summer help, that it makes sense to adjust our pay grade. He said the summer help will be paid approximately \$15 per hour.

Mr. Herron said the reality is that we are competing with other private businesses that are quite frankly paying even more than this. He said this gives a good salary range. Mr. Herron thanked council for their support and said this will help them get some good qualified summer help.

ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2024-31 ADOPTED

Mayor Castelli introduced RESOLUTION NO. 2024-32, A Resolution extending a temporary moratorium on vape and smoke establishments or shops within the City of Middleburg Heights and declaring an emergency and moved to adopt. On behalf of the mayor, Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr. Ference.

RES. 2024-32
ADOPTED
EXTEND TEMPORARY
MORATORIUM ON
VAPE AND SMOKE
ESTABLISHMENTS
AND SHOPS

Mayor Castelli said we are reissuing the moratorium. He said as you know, we have been working on reviewing the zoning as it relates to vape and smoke shops and establishments. Mayor Castelli said we feel we need additional time before we are able to come to city council with suggestions.

ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2024-32 ADOPTED

Mayor Castelli introduced RESOLUTION NO. 2024-33, A Resolution selecting Mayor Kirsten Holzheimer Gail to represent County Mayors on the 9-1-1 Program Review Committee and PLACED ON FIRST READING.

RES. 2024-33
FIRST READING

Mayor Castelli said most likely, we will be moving on this at the first meeting in May. He said there is a Mayors and Managers Association meeting on Thursday. Mayor Castelli said that Mayor Gail will be talking about the requirements and why this has to come to the legislatures of all the communities that are part of 9-1-1 in the county. He said an opening has occurred because Mayor Hruby in Brecksville retired, and Mayor Gail was his backup for some time. Mayor Castelli said Mayor Gail is looking to ultimately be on the committee to work on the 9-1-1 review as it goes forward. He said he wanted to wait to hear some of the things she has to say at the next meeting and then will probably move on this at the first meeting in May.

Mr. Bortolotto said in addition, this is legislation that is required by all cities that are with 9-1-1.

Mayor Castelli said that is correct, as well as the next piece of legislation that he is going to also place on first reading.

Mayor Castelli introduced RESOLUTION NO. 2024-34, A Resolution adopting the Cuyahoga County 9-1-1 Plan and PLACED ON FIRST READING.

RES. 2024-34
FIRST READING

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2 COUNCIL COMMITTEE REPORTS

3 City Parks, Recreation & Services Committee – Mr. Ali, Chairman

4 Mr. Ali invited everyone to the Middleburg Heights Animal Shelter open house
5 this Saturday, April 27th from 10:00 a.m. – 2:00 p.m. at 7375 Engle Road.

6 Mr. Bortolotto thanked Mr. Ali and Mary Ann Meola, our Council Clerk, for all
7 of the efforts that they have both put forth.
8

9
10 Finance, Taxation & Assessments Committee – Mr. Bortolotto, Chairman

11 Mr. Bortolotto extended a huge thank you to Polaris Career Center for all that
12 they have done, including Bill Evans, Principal, Doug Miller, Director of
13 Communications and Maureen Lehman, Director of Workforce Services and most
14 importantly the students Izze and Ben for all of the work that they did. He also
15 thanked Mr. Bichara for his coordination.
16

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18 Legislation & Rules Committee – Mr. Zakel, Chairman

19 No report.
20

21 Public Health, Safety & Relief Committee – Mr. McGregor, Chairman

22 Mr. McGregor said last week he attended the delegates meeting at Southwest
23 General Hospital. He said Mr. Young gave a nice presentation. Mr. McGregor
24 said they are in fact working with Polaris for a nursing program, and the nurses
25 can go over to Southwest General to do STNA, among other things in hopes to
26 maybe recruit the graduates to work at Southwest.
27

28 Mr. Bortolotto said the principal that is here this evening said there will be ten
29 employees going to Southwest from Polaris.
30

31 Public Improvements Committee – Mr. Sage, Chairman

32 No report.
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35 Streets, Utilities & Railroad Committee – Mr. Meany, Chairman

36 No report.
37

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39 Zoning & Building Code Committee – Mr. Ference, Chairman

40 Mr. Ference said last week he attended a workshop in Columbus with
41 Councilman Meany and Deputy Chief Swanson. He said this program was put on
42 by the Ohio Department of Natural Resources regarding deer management. Mr.
43 Ference said they learned a lot, and in the coming weeks will be sharing and
44 discussing what they learned with the administration and the members of council.
45 He said he believes there will be a zoning committee meeting on May 6th but that
46 is yet to be determined for sure.
47

48
49 MAYOR'S REPORT

50 Mayor Castelli said McAlister's Deli had their ribbon cutting and grand opening
51 yesterday. He said this was very well attended and thanked the Chambers, City
52 Council, residents and a lot of individuals around the community. Mayor Castelli
53 said he thinks McAlister's Deli will be a great addition our city. He said he just
54 wanted to mention that they are now open, as well as the Starbucks on the corner.
55 Mayor Castelli said as always, and he thinks everyone can tell because it is busy
56 all the time that First Watch has been open for months. He said Panera will be
57 opening up shortly as well. Mayor Castelli said they look forward to some
58 additional things that they will be sharing with city council and the residents in
59 the upcoming months.
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62 LAW DIRECTOR

No report.

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1 FINANCE DIRECTOR

2 No report.
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5 RECREATION DIRECTOR

6 Mr. Elliott said they are being kept busy preparing for all of the summer programs
7 and events.
8

9 POLICE CHIEF

10 No report.
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13 ECONOMIC DEVELOPMENT DIRECTOR

14 No report.
15
16

17 SERVICE DIRECTOR

18 Mr. Herron said Arbor Day will be at St. Bartholomew Church with the Academy
19 of St. Bartholomew students this Friday at 9:00 a.m., not 10:00 a.m.
20

21 There being no further business, Mr. Bortolotto made a motion to adjourn.
22 Seconded by Mr. Sage. Mr. Bortolotto adjourned the meeting at 7:45 p.m.
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26 David Bortolotto
27 President of Council
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33 Mary Ann Meola
34 Clerk of Council
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