

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING
JANUARY 14, 2025

1 The Council of the City of Middleburg Heights, Ohio met in Council Chambers at
2 City Hall on Tuesday, January 14, 2025 for the purpose of conducting a
3 REGULAR MEETING. President of Council David Bortolotto called the
4 meeting to order at 6:00 p.m.

5 PRESENT: Matthew Castelli Mayor
6 David Bortolotto President of Council
7 Tim Ali Councilman At Large
8 Dan Sage Councilman At Large
9 Bill Meany Councilman Ward 1
10 Matthew McGregor Councilman Ward 2
11 Mike Ference Councilman Ward 3
12 John Zakel Councilman Ward 4
13 Mary Ann Meola Clerk of Council
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16 STAFF
17 ATTENDING: Santo Incorvaia Law Director
18 Jason Stewart Finance Director
19 Jim Herron Service Director
20 Chuck Bichara Economic Development Director
21 Mark Elliott Recreation Director
22 Ed Tomba Police Chief
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27 PLEDGE OF ALLEGIANCE

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29 MINUTES

30 Motion by Mr. Ali to approve the minutes of the regular meeting of December 10,
31 2024 and the minutes of the regular meeting of December 24, 2024. Seconded by
32 Mr. Sage. MINUTES APPROVED

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34 ROLL CALL: YEAS 6, NAYS 0, ABSTAIN 1, MCGREGOR, MINUTES
35 APPROVED

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37 COMMUNICATIONS

38 Memorandum from Planning Commission advising members voted to recommend
39 approval of Ordinance No. 2024-88, amending various Zoning Code sections. FILE AS RECORD

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42 AUDIENCE PARTICIPATION

43 None.

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45 APPOINTMENTS AND CONFIRMATIONS

46 None.

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48 ORDINANCES, RESOLUTIONS AND MOTIONS

49 CITY PARKS, RECREATION & SERVICES COMMITTEE - MR. ALI,
50 CHAIRMAN

51 No legislation.

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54 FINANCE, TAXATION & ASSESSMENTS COMMITTEE - MR.
55 BORTOLOTTI, CHAIRMAN

56 No legislation.

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59 LEGISLATION & RULES COMMITTEE - MR. ZAKEL, CHAIRMAN

60 No legislation.
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1 PUBLIC HEALTH, SAFETY & RELIEF COMMITTEE – MR. MCGREGOR,
2 CHAIRMAN

3 No legislation.
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6 PUBLIC IMPROVEMENTS COMMITTEE – MR. SAGE, CHAIRMAN

7 No legislation.
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10 STREETS, UTILITIES & RAILROAD COMMITTEE – MR. MEANY,
11 CHAIRMAN

12 Mr. Meany made a motion for Mackay Engineering to prepare the plans and
13 specifications and the Clerk of Council to advertise for bids for the 2025 General
14 Pavement Services Program. Seconded by Mr. Ference.

15 Mr. Meany said \$500,000 was allocated for this program for 2025, and this
16 program has been very successful in the past.

17 ROLL CALL: YEAS 7, NAYS 0, MOTION APPROVED
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20 Mr. Meany made a motion for Mackay Engineering to prepare the plans and
21 specifications for the resurfacing of Webster Road and Craigmere Drive and the
22 Clerk of Council to advertise for bids for the resurfacing of Webster Road and
23 Craigmere Drive. Seconded by Mr. McGregor.

24 Mr. Meany said this was discussed last night at the streets committee meeting.

25 ROLL CALL: YEAS 7, NAYS 0, MOTION APPROVED
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28 Mr. Meany introduced ORDINANCE NO. 2025-1, An Ordinance authorizing the
29 mayor to enter into a Memorandum of Understanding with the Cuyahoga Soil and
30 Water Conservation District (SWCD) for NPDES Storm Water Permit Minimum
31 Control Measures 4 and 5 and extending the agreement entered into by Ordinance
32 No. 2024-2 through December 31, 2025, in an amount not to exceed \$31,000 and
33 declaring an emergency and MOVED TO ADOPT. Seconded by Mr. Sage.

34 Mr. Meany said this is done annually. He said the Soil and Water Conservation
35 District monitors our construction programs and things of that nature. Mr. Meany
36 said \$31,000 is money that is well spent.

37 ROLL CALL: YEAS 7, NAYS 0, ORDINANCE NO. 2025-1 ADOPTED
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41 ZONING & BUILDING CODE COMMITTEE – MR. FERENCE, CHAIRMAN

42 Mr. Ference scheduled a public hearing for Ordinance No. 2024-88, An
43 Ordinance amending various sections of the Middleburg Heights Zoning Code for
44 Tuesday, February 25, 2025 at 5:55 p.m.
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47 Mayor Castelli introduced RESOLUTION NO. 2025-2, A Resolution authorizing
48 the mayor to enter into an agreement with Cuyahoga County Land Reutilization
49 Corp. for financial assistance for costs of implementing the Brownfield
50 Remediation Program and moved to adopt. On behalf of the mayor, Mr.
51 Bortolotto MOVED TO ADOPT. Seconded by Mr. Meany.

52 Mayor Castelli said as you are aware, we applied for an application for a
53 Brownfield Grant through the state of Ohio for the demolition of the Sears
54 building. He said we were fortunate to receive a \$5.5 million dollar grant to demo
55 that building. Mayor Castelli said we are in the process of putting bid specs
56 together and look to go out to bid on this within the next several weeks. He said
57 Mr. Bichara and Mr. Herron are both working on this together. Mayor Castelli
58 said the reason for this legislation is if you recall, the lead entity throughout the
59 state of Ohio were the land banks for the counties. He said we actually
60 participated with the land bank to put the application in to the state. Mayor
61 Castelli said the money is disbursed out through the land banks, and we are the
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MOTION 2025-1
AUTHORIZE MACKAY
ENG. TO PREPARE
PLANS/SPECS AND
CLERK TO ADVERTISE
FOR BIDS FOR
2025 GPS PROGRAM

MOTION 2025-2
AUTHORIZE MACKAY
ENG. TO PREPARE
PLANS/SPECS AND
CLERK TO ADVERTISE
FOR BIDS FOR
RESURFACING OF
WEBSTER ROAD AND
CRAIGMERE DRIVE

ORD. 2025-1
ADOPTED
ENTER INTO MOU -
CUYAHOGA SOIL
AND WATER
CONSERVATION
DISTRICT

ORD. 2024-88
PUBLIC HEARING

RES. 2025-2
ADOPTED
AGREEMENT -
CUYAHOGA COUNTY
LAND REUTILI-
ZATION CORP.

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1 subrecipient to receive that money. He said that is the whole point of the
2 resolution this evening to make sure we are officially the subrecipient for the
3 Brownfield Grant.

4 ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-2 ADOPTED

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6 COUNCIL COMMITTEE REPORTS

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

8 Mr. Ali wished everyone a happy, healthy 2025.

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

11 Mr. Bortolotto concurred and wished everyone a Happy New Year.

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14 Legislation & Rules Committee – Mr. Zakel, Chairman

15 No report.

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

19 Mr. McGregor said there will be a Safety Committee Meeting on February 10th.

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21 Public Improvements Committee – Mr. Sage, Chairman

22 No report.

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25 Streets, Utilities & Railroad Committee – Mr. Meany, Chairman

26 Mr. Meany said they met last night and minutes were emailed to everyone today.

27 Mr. Bortolotto said that was a great committee meeting. He said the NEORS
28 does a lot of great stuff for our city. Mr. Bortolotto said one of the biggest things
29 he took away from that meeting was the fact that their view point is an umbrella
30 view point. He said they look at all of Cuyahoga County, which is better than just
31 one city doing their own work at a time.

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

35 No report.

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37 MAYOR'S REPORT

38 Mayor Castelli said we started off this year cold and snowy, and said the service
39 department and the team working over there have done a great job. He said one
40 of the things he was thinking about was our supervisor team, that has been around
41 for a long time but are all in new positions within the last two years. Mayor
42 Castelli said if anyone received calls, senior driveways will be done late tonight
43 and into the morning.

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47 LAW DIRECTOR

48 Mr. Incorvaia asked council to consider a motion to convene into executive
49 session for the following purpose or purposes: (1) Consider the purchase of
50 property for public purposes pursuant to ORC Section 121.22 (G)(2); (2)
51 Consider the sale of real property pursuant to ORC Section 121.22(G)(2); (3)
52 Consider confidential information related to negotiations with other political
53 subdivisions respecting requests for economic development assistance pursuant to
54 ORC Section 121.22(G)(8); (4) Economic Development matters pursuant to ORC
55 Section 121.22(G)(8), specifically, confidential information related to marketing
56 plans, specific business strategy, trade secrets, or personal financial statements of
57 an applicant for economic development assistance. The information to be
58 discussed is directly related to a request for economic development assistance that
59 is provided or administered under the ORC chapters and sections enumerated in
60 ORC Section 121(G)(8)(a); the executive session is necessary to protect the
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1 interests of the applicant or the possible investment or expenditure of public funds
2 made in connection with the economic development project.

3 Mr. Bortolotto made the above mentioned motion. Seconded by Mr. Ference.

4 ROLL CALL: YEAS 7, NAYS 0, MOTION APPROVED

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7 FINANCE DIRECTOR

8 No report.

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11 RECREATION DIRECTOR

12 Mr. Elliott said they are off to a busy year, and that all of their winter
13 programming has started.

14 Mr. Bortolotto asked Mr. Elliott to extend their thanks to his team for the really
15 nice job they did with the tree lighting and all of the lights.

16 Mr. Elliott said he will do that, and said they also worked with the City Club and
17 all of the other departments here that chipped in.

18 Mr. Ference said it looks like next week there will be some pretty extreme
19 temperatures coming in, and assumed that community center would be available
20 for people if they lose electricity.

21 Mr. Elliott said yes, they will do that. He said they also did that over the summer
22 when the power was off.

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25 ECONOMIC DEVELOPMENT DIRECTOR

26 No report.

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29 SERVICE DIRECTOR

30 No report.

31 Mr. McGregor said he had a resident that wanted to make sure that we recognize
32 the service department. He said Mr. Benson who lives on Webster Road said the
33 plow had taken out the corner of his driveway, he flagged them down and they
34 stopped and got cones and set him up. He said obviously they will take care of
35 this in the spring, but he called and wanted to make sure the service department
36 heard how appreciative he was of them going above and beyond in stopping to
37 help him with this.

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41 POLICE CHIEF

42 No report.

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44 Start Executive Session: 6:21 p.m.

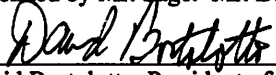
45 Following the Executive Session, Mr. Bortolotto reconvened the Regular Meeting
46 of Council at 6:52 p.m.


47 PRESENT: Matthew Castelli Mayor
48 David Bortolotto President of Council
49 Tim Ali Councilman-At-Large
50 Dan Sage Councilman-At-Large
51 Bill Meany Councilman Ward 1
52 Matthew McGregor Councilman Ward 2
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1 There being no further business, Mr. Bortolotto made a motion to adjourn.
2 Seconded by Mr. Sage. Mr. Bortolotto adjourned the meeting at 6:52 p.m.

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5 David Bortolotto, President of Council

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9 Mary Ann Meola, Clerk of Council

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