

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING
MARCH 11, 2025

The Council of the City of Middleburg Heights, Ohio met in Council Chambers at City Hall on Tuesday, March 11, 2025 for the purpose of conducting a REGULAR MEETING. President of Council David Bortolotto called the meeting to order at 6:00 p.m.

PRESENT:	Matthew Castelli	Mayor
	David Bortolotto	President of Council
	Tim Ali	Councilman At Large
	Dan Sage	Councilman At Large
	Bill Meany	Councilman Ward 1
	Matthew McGregor	Councilman Ward 2
	Michael Ference	Councilman Ward 3
	John Zakel	Councilman Ward 4
	Mary Ann Meola	Clerk of Council

STAFF ATTENDING:	Santo Incorvaia	Law Director
	Jason Stewart	Finance Director
	Jim Herron	Service Director
	Chuck Bichara	Economic Dev. Director
	Mark Elliott	Recreation Director
	Ed Tomba	Police Chief

PLEDGE OF ALLEGIANCE

MINUTES

Motion by Mr. Ali to approve the minutes of the regular meeting of February 25, 2025 and the public hearing of February 25, 2025. Seconded by Mr. McGregor. **MINUTES APPROVED**
ROLL CALL: YEAS 7, NAYS 0, MINUTES APPROVED

COMMUNICATIONS

None.

AUDIENCE PARTICIPATION

None.

APPOINTMENTS AND CONFIRMATIONS

None.

ORDINANCES, RESOLUTIONS AND MOTIONS

CITY PARKS, RECREATION & SERVICES COMMITTEE - MR. ALL CHAIRMAN

No legislation.

FINANCE, TAXATION & ASSESSMENTS COMMITTEE - MR. BORTOLOTTA, CHAIRMAN

Mr. Bortolotto introduced ORDINANCE NO. 2025-9, An Ordinance authorizing the mayor and finance director to enter into a contract with Zambelli Fireworks Manufacturing Company and MOVED TO ADOPT. Seconded by Mr. Ference. **ORD. 2025-9 ADOPTED CONTRACT: ZAMBELLI FIREWORKS**
Mr. Bortolotto said this was discussed at the finance committee meeting. He said Zambelli Fireworks will be doing the display at our Summer in the City and the cost for this display is \$28,000.

ROLL CALL: YEAS 7, NAYS 0, ORDINANCE NO. 2025-9 ADOPTED

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1
2 Mr. Bortolotto introduced RESOLUTION NO. 2025-10, A Resolution
3 authorizing the mayor to enter into an agreement with Baumann Enterprises, Inc.
4 for the abatement and demolition of the former Sears building and MOVED TO
5 ADOPT. Seconded by Mr. McGregor.

RES. 2025-10
ADOPTED
AGREEMENT:
BAUMANN
ENTERPRISES
(DEMO FORMER
SEARS)

6 Mr. Bortolotto said this was also discussed at the finance committee meeting.
7 Mr. Stewart said this is for the demolition contract for the former Sears. He said
8 the contract was awarded to the lowest and best bidder, which was Baumann
9 Enterprises in the amount of \$3,477,000.

10 Mayor Castelli thanked city council for all of their work on moving forward with
11 the redevelopment of the Southland District. He said this is an extremely vital
12 move for our community and we are grateful for our team here that worked on the
13 demo grant. Mayor Castelli said Mr. Bichara put a lot of time into ensuring we
14 had a very good, well written grant to make sure that we did get recognition and
15 money from the state to allow us to demo this building. He said he was excited
16 that did come in under the money that we did receive, which was \$5,500,000.
17 Mayor Castelli said this is the first step in the future of Southland.

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20 ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-10 ADOPTED

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22 LEGISLATION & RULES COMMITTEE – MR. ZAKEL, CHAIRMAN

23
24 No legislation.

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26 PUBLIC HEALTH, SAFETY & RELIEF COMMITTEE – MR. MCGREGOR,
27 CHAIRMAN

28
29 No legislation.

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31 PUBLIC IMPROVEMENTS COMMITTEE – MR. SAGE, CHAIRMAN

32
33 No legislation.

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35 STREETS, UTILITIES & RAILROAD COMMITTEE – MR. MEANY,
36 CHAIRMAN

37 Mr. Meany introduced ORDINANCE NO. 2025-11, An Ordinance accepting the
38 plat and street dedication for a certain portion of Sheldon Road as shown on the
39 dedication plat and MOVED TO ADOPT. Seconded by Mr. McGregor.

ORD. 2025-11
ADOPTED
ACCEPT PLAT &
STREET DEDICATION
(SHELDON ROAD)

40 Mr. Meany said it was determined that a portion of the Dairy Deli property at
41 Sheldon and Engle extended into the street. He said this legislation will enable the
42 city to take this portion of it into a right-of-way. Mr. Meany said he spoke to the
43 owners and all are in favor.

44 Mr. Ali asked how this was caught that it wasn't in the right-of-way.

45 Mayor Castelli said a lot of those parcels, even if you go all the way down to
46 Smith Road, those old streets happen to have private property that goes all the
47 way up to the road. He said there are similar situations with Smith Road.

48 Mr. Herron said this was caught when the engineer did the title work. He said
49 that happened with the Speedy Gas Station. Mr. Herron said back in the day they
50 did this and then they gave the city an easement to maintain the easement.

51 Mayor Castelli said we have a lot of projects going on in these areas now, so
52 because of the nature of the projects they are doing their due diligence.

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54 ROLL CALL: YEAS 7, NAYS 0, ORDINANCE NO. 2025-11 ADOPTED

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57 Mr. Meany introduced RESOLUTION NO. 2025-12, A Resolution authorizing
58 the mayor to enter into an agreement with Mannik & Smith Group, Inc. for the
59 Newton/Elmdale Sewer Study and declaring an emergency. Mr. Meany moved
60 for suspension of Charter Section 4.10 (5 day delivery requirement) & Council
61 Rule 3 (24 hour agenda requirement). Seconded by Mr. McGregor.

RES. 2025-12
ADOPTED
AGREEMENT:
MANNIK & SMITH
GROUP - NEWTON/
ELMDALE SEWER
STUDY

62 ROLL CALL: YEAS 7, NAYS 0, RULES SUSPENDED

Mr. Meany MOVED TO ADOPT. Seconded by Mr. Ferencé.

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3 Mr. Meany said this legislation will allow the city to determine the size of a sewer
4 if needed to help resolve the water flow/sewer flow issues in the Elmdale/Newton
5 area.

6 Mr. Ference said this was discussed at the streets committee, which is an
7 important step to resolve the problems that the residents have been having in the
8 Newton/Belmeadow area. He said this is a situation that has been worked on by
9 the city for a number of years.

10 Mayor Castelli said as you all are aware, we just completed the relining of the
11 sanitary sewer in that area. He said this is good news to keep infiltration from
12 storm water getting into the sanitary sewer line which ultimately causes backups.
13 Mayor Castelli said that is a big first step and as council as stated, our next step is
14 to evaluate what we need to do if we need to ultimately put in a relief sewer. He
15 said we will look to get some flow monitors out as soon as possible after this
16 legislation is passed. Mayor Castelli said once they have data, they will get back
17 to council in the next few months to review it.

18 ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-12 ADOPTED

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

23 No legislation.

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26 Mayor Castelli introduced RESOLUTION NO. 2025-13, A Resolution
27 authorizing the mayor to enter into an agreement with OHM Advisors for the
28 Central Park Project – Phase 1A and moved to adopt. On behalf of the mayor,
29 Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr. McGregor.

30 Mayor Castelli said as you are all aware, we are beginning the process to move
31 forward with our Central Park area. He said OHM was involved with the initial
32 planning and design work for Central Park. Mayor Castelli said they were also
33 involved with gathering information from residents and surveys to get an idea of
34 what the community would like to see. He said we have taken all of that
35 information and presented to you our first phase of what we would like to move
36 forward with. Mayor Castelli said OHM will do the actual design work for this
37 particular phase and will also do master planning and review of the entire area for
38 future phases as well. He said the city did receive a \$400,000 grant from the State
39 of Ohio, as well as a \$500,000 grant from the library to put in a reading garden
40 and the other amenities associated with it. Mayor Castelli said in addition to that,
41 we are currently waiting on a \$500,000 grant for the water feature as well. He said
42 we have been very successful at having grants being awarded to the city in order
43 to move forward with this project.

44 Mr. Ali asked Mr. Incorvaia if he should abstain since he is a property owner way
45 down the street from phase 1.

46 Mr. Incorvaia said he does not believe it is necessary, but if he felt more
47 comfortable abstaining then he probably should.

48 ROLL CALL: YEAS 6, NAYS 0, ABSTAIN 1, ALL RESOLUTION NO. 2025-
49 13 ADOPTED

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52 Mayor Castelli introduced RESOLUTION NO. 2025-14, A Resolution
53 authorizing the mayor to enter into an agreement with Civil & Environmental
54 Consultants, Inc. (CEC) to serve as owner's representative on the
55 Transformational Grant-Funded Brownfield Project at the former Sears Properties
56 and moved to adopt. On behalf of the mayor, Mr. Bortolotto MOVED TO
57 ADOPT. Seconded by Mr. Meany.

58 Mayor Castelli said this was shared with city council at their committee meetings
59 in regards to our next steps with the demolition of the Sears site. He said CEC

RES. 2025-13
ADOPTED
AGREEMENT:
OHM ADVISORS
(CENTRAL PARK
PROJECT - PHASE
1A)

RES. 2025-14
ADOPTED
AGREEMENT:
CEC

CITY OF MIDDLEBURG HEIGHTS, OHIO

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1 will act as our owner's rep to make sure all of the work is done per the specs that
2 were put together. Mayor Castelli said as you are all aware, we are in the process
3 of selling that particular parcel and we want to make sure the demo is done to our
4 requirements.

5
6 Mr. Bichara said as the mayor stated, CEC will be the owner's rep and also act as
7 the inspector on the job for the city to make sure that everything is done
8 compliant with any environmental standards and regulations. He said they will
9 make sure that the soil is compacted and that the site is handled well. Mr. Bichara
10 said they will also assist us with getting reimbursements from the state on the
11 grants.

12
13 Mr. Ference questioned the rep from CEC when he was at the finance committee
14 meeting, and said sometimes the public might not realize how critical it is to have
15 someone that is an expert on making sure the property is up to safety standards.
16 He said he felt very comfortable with the answer he received to his question. Mr.
17 Ference said the rep said he would be there monitoring and will also be there at
18 the end of the process to verify that things were done correctly.

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20 ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-14 ADOPTED

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22 Mayor Castelli introduced RESOLUTION NO. 2025-15, A Resolution
23 authorizing the mayor to sign an agreement with the City of Strongsville for
24 prisoner housing services and moved to adopt. On behalf of the mayor, Mr.
25 Bortolotto MOVED TO ADOPT. Seconded by Mr. Meany.

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27 Mayor Castelli asked Chief Tomba to discuss the legislation.
28 Chief Tomba said this is our annual service agreement with the City of
29 Strongsville. He said they will process and house our prisoners and provide
30 corrections services for the Division of Police.

31
32 Mr. Ali asked Chief Tomba if he knew how many people were housed there last
33 year.

34 Chief Tomba said approximately 120. He said a lot more releasing people,
35 getting bonds, etc. Chief Tomba said they also do breathalyzer tests for us.

36 Mr. Ali asked if we get reimbursed by that person for the money.

37 Chief Tomba said no. He said they provide great services for us.

38
39 Mayor Castelli said to have your own facility requires corrections officers. He
40 said it is not like it was 30 years ago. Mayor Castelli said the cost is far greater
41 than the arrangement that we have Strongsville. He added that we also have an
42 agreement with Parma as well just in case Strongsville was full so we could go
43 somewhere else.

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45 ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-15 ADOPTED

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47 COUNCIL COMMITTEE REPORTS

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

49 Mr. Ali said they will meet in April to get an update and the annual report from
50 Mr. Elliott.

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

53 No report.

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55 Legislation & Rules Committee – Mr. Zakel, Chairman

56 No report.

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

59 No report.

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RES. 2025-15
ADOPTED
AGREEMENT:
CITY OF
STRONGSVILLE
(PRISONER
HOUSING SERVICES)

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1 Public Improvements Committee – Mr. Sage, Chairman

2 No report.

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

5 Mr. Meany said the committee met last night, and minutes were emailed to
6 everyone today.

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

10 No report.

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12 MAYOR'S REPORT

13 No report.

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15 LAW DIRECTOR

16 No report.

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19 FINANCE DIRECTOR

20 No report.

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22 RECREATION DIRECTOR

23 Mr. Elliott said spring registrations are winding down. He said the indoor pool
24 has been down for maintenance for the last week and a half and will reopen on
25 March 17th. Mr. Elliott said in December, 2024, they applied for money from the
26 American Rescue Plan Act. He said our County Council Rep at the time was
27 former Mayor Byrne, who made us aware that money was available. Mr. Elliott
28 said they did apply and are zeroed in on using the dollars for senior life programs.
29 He said the grant was for \$6,500 and will be used to defer the costs for some of
30 the senior bus trips.

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34 ECONOMIC DEVELOPMENT DIRECTOR

35 No report.

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37 SERVICE DIRECTOR

38 Mr. Herron said today he received the validated permit from the U.S. Army Corp
39 of Engineers. He said starting tomorrow they will start tree clearing the trees on
40 Pearl Road/Big Creek Parkway for basin number two. Mr. Herron said they will
41 then be working on the bid documents for that project.

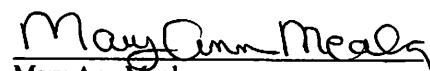
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44 POLICE CHIEF

45 No report.

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48 There being no further business, Mr. Bortolotto made a motion to adjourn.
49 Seconded by Mr. Sage. Mr. Bortolotto adjourned the meeting at 6:25 p.m.

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53 David Bortolotto
54 President of Council

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59 Mary Ann Meola
60 Clerk of Council

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