

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING
MARCH 25, 2025

The Council of the City of Middleburg Heights, Ohio met in Council Chambers at City Hall on Tuesday, March 25, 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
	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
	Briant Galgas	Fire Chief

PLEDGE OF ALLEGIANCE

MINUTES

Motion by Mr. Ali to approve the minutes of the regular meeting of March 11, 2025. Seconded by Mr. Ference. MINUTES APPROVED

ROLL CALL: YEAS 6, NAYS 0, MINUTES APPROVED

COMMUNICATIONS

None.

AUDIENCE PARTICIPATION

None.

APPOINTMENTS AND CONFIRMATIONS

None.

ORDINANCES, RESOLUTIONS AND MOTIONS

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

No legislation.

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

No legislation.

LEGISLATION & RULES COMMITTEE - MR. ZAKEL, CHAIRMAN

No legislation.

PUBLIC HEALTH, SAFETY & RELIEF COMMITTEE - MR. MCGREGOR, CHAIRMAN

No legislation.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING
MARCH 25, 2025
PAGE 2

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62

PUBLIC IMPROVEMENTS COMMITTEE – MR. SAGE, CHAIRMAN

No legislation.

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

Mr. Meany introduced RESOLUTION NO. 2025-16, A Resolution authorizing the mayor and finance director to enter into a contract with Crossroads Asphalt Recycling, Inc. for General Pavement Services for 2025 and MOVED TO ADOPT. Seconded by Mr. McGregor.

RES. 2025-16
ADOPTED
CONTRACT:
CROSSROADS
ASPHALT
(GPS - 2025)

Mr. Meany said this is the fifth year for the city to use General Pavement Services, known as GPS. He said this resolution would award Crossroads Asphalt Recycling the contract in an amount not to exceed \$500,000. Mr. Meany said the GPS program has worked well for the city in assisting our service department, and urged his fellow councilmen to continue to support this program.

ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2025-16 ADOPTED

ZONING & BUILDING CODE COMMITTEE – MR. FERENCE, CHAIRMAN

No legislation.

Mayor Castelli introduced RESOLUTION NO. 2025-17, A Resolution authorizing the mayor to enter into an agreement with Civil & Environmental Consultants, Inc. (CEC) to serve as owner’s representative on the Transformational Grant-Funded Brownfield Project at the former Burlington Building and moved to adopt. On behalf of the mayor, Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr. Meany.

RES. 2025-17
ADOPTED
AGREEMENT:
CEC
(FORMER
BURLINGTON
BUILDING)

Mayor Castelli said city council is familiar with CEC, adding that Mr. Matt Hammer has been before council and presented the plans for the demolition of the Sears building. He said we are now putting together an agreement as they are extremely qualified and do a great job of managing these types of projects. Mayor Castelli said we are looking at having them assist us with the demolition, as well as mitigation of asbestos at the old Burlington site.

Mr. Bortolotto asked Mayor Castelli if he was aware of a start date. Mayor Castelli said there was a meeting today regarding the Sears parcel. He said they met with the contractor that is going to be the demo work. Mayor Castelli said work should get started sometime in April. He said this is for the Burlington site, so there are other factors involved here like tenants. Mayor Castelli said we need to vacate the property over the next six months. He said this particular demo work for the Burlington site will probably happen in late summer or early fall.

Mr. Bichara said the legislation before you this evening is that we transition from planning to demolish the Burlington building, this will be for CEC to actually do the inspection work to demolish the building. He said city council passed some other legislation for them with the Sears building. Mr. Bichara reiterated that we did have a pre-construction meeting today with Baumann, who was the lowest and best bidder. He said you will see some initial work being done there, but you won’t see a lot of activity because what will initially be done will be the abatement work on the inside of the building.

Mayor Castelli said once that is done in the automotive center, that building will come down first and then they will move to abatement in the main building itself. He said you won’t see a lot of equipment on site immediately, but this will begin in the month of April.

ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2025-17 ADOPTED

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING
MARCH 25, 2025
PAGE 3

1
2
3 COUNCIL COMMITTEE REPORTS

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

5 Mr. Ali said Mr. Elliott will provide an update on the rec at the committee
6 meeting next month.
7

8
9 Finance, Taxation & Assessments Committee – Mr. Bortolotto, Chairman

10 Mr. Bortolotto said they had a Southwest General meeting and pointed out some
11 of the monthly updates. He said Southwest General was named one of the
12 Nation's 50 Top Cardiovascular Hospitals by Premier, Inc. Mr. Bortolotto said
13 this recognition was based on an objective, quantitative analysis of publicly
14 available data conducted to identify the top cardiovascular hospital in the U.S. He
15 said that Southwest General is the first facility in Greater Cleveland to provide
16 ultra-minimally invasive (endoscopic) spine surgery to treat back pain caused by a
17 herniated disc. Mr. Bortolotto said the surgery is performed with a small
18 instrument called an endoscope, which allows the surgeon to view and reach a
19 precise location in the spine. He said Forbes recognized Southwest General as
20 one of America's best mid-sized hospital employers for 2025. Mr. Bortolotto said
21 he is honored to sit on the board at this hospital.
22
23

24
25 Legislation & Rules Committee – Mr. Zakel, Chairman

26 No report.
27

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

29 No report.
30

31
32 Public Improvements Committee – Mr. Sage, Chairman

33 No report.
34

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

36 No report.
37

38
39 Zoning & Building Code Committee – Mr. Ference, Chairman

40 No report.
41

42 MAYOR'S REPORT

43 Mayor Castelli said earlier today, as Mr. Bichara had mentioned, we did have a
44 very productive pre-construction meeting with Baumann, the demolition company
45 for the former Sears building. He said there are lot of moving parts and pieces
46 with the activity that is going to be going on in the particular area. Mayor Castelli
47 said we are finalizing the improvements to the street. He said we will be getting
48 started within the next month or so on the multi-purpose trail. Mayor Castelli said
49 the demo team will be getting started on the Sears site. He said as he mentioned
50 before, eventually going out to bid for the Burlington building to see who will get
51 the project to demo that building. Mayor Castelli said it could be the same
52 contractor or it could be a different contractor. He said in addition, the county will
53 be getting started in the next couple months on the resurfacing and realignment
54 project of Smith Road. Mayor Castelli more information and details will be
55 coming so the people that live in the area understand how that project will unfold.
56 He said that is a major cut through in the community, so we want to inform
57 everyone how that road will be aligned through the construction process. Mayor
58 Castelli said the State of the City will be on April 3rd. He said we are moving it
59 from our normal site, and said it will be held at the Polaris Career Center. Mayor
60 Castelli said after the presentation, everyone will be able to do tours to see
61 everything that is going on in that facility, as well as some of the new construction
62

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING
MARCH 25, 2025
PAGE 4

1
2
3 and programming that is going to be coming there. He said in putting the State of
4 the City together, sometimes you don't realize how much is going on when you
5 are working day in and day out. Mayor Castelli said there is a lot of stuff
6 happening in the community that is all very positive. He thanked city council for
7 all of their support.
8

9
10 LAW DIRECTOR

11 No report.
12

13 FINANCE DIRECTOR

14 No report.
15

16 RECREATION DIRECTOR

17
18 Mr. Elliott said the Berea-Midpark Middle School opened up their fast pitch
19 season, and said our teams will follow and begin practicing soon. He said on
20 Friday night at the community center, we have a special program that we call
21 Midnight Madness. Mr. Elliott said the Easter Egg Hunt is not too far away, and
22 in a couple weeks we will be getting a lot more information out on Summer in the
23 City.
24

25
26 ECONOMIC DEVELOPMENT DIRECTOR

27 No report.
28

29 SERVICE DIRECTOR

30 No report.

31
32 Mr. McGregor said last weekend was very nice and a lot of people did yard work
33 and asked if a truck is running picking sticks up right now or if they are all still set
34 up for plowing.

35 Mr. Herron said they pick them up all year round.

36 Mr. McGregor asked if there was any chance that we might run a leaf truck also.

37 Mr. Herron said we are trying to get addresses, versus having the truck run all
38 around.
39

40 Mr. McGregor asked if the dumpsters would be open on Saturday's beginning in
41 April again.

42 Mr. Herron said yes, it is also posted on the website.
43

44 FIRE CHIEF

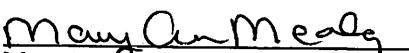
45 No report.
46
47

48 There being no further business, Mr. Bortolotto made a motion to adjourn.

49 Seconded by Mr. Ference. Mr. Bortolotto adjourned the meeting at 6:15 p.m.
50

51
52 

53 David Bortolotto
54 President of Council
55
56

57
58 

59 Mary Ann Meola
60 Clerk of Council
61
62