

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING  
JUNE 10, 2025

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The Council of the City of Middleburg Heights, Ohio met in Council Chambers at City Hall on Tuesday, June 10, 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 Development 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 May 27, 2025 and the minutes of the executive session of May 27, 2025. Seconded by Mr. Meany. MINUTES APPROVED

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

COMMUNICATIONS

Memorandum from Planning Commission to Council advising members recommended approval, with conditions, of the Meijer Stage 2 Mixed Use Development, 6950 W. 130<sup>th</sup> Street. FILE AS RECORD

AUDIENCE PARTICIPATION

Mr. Leonard Catanese, 13429 Byron Boulevard, said he has lived at this address for 30 years and also grew up in this area. He said it is amazing how much this city has changed, and commended everyone for doing such a good job. Mr. Catanese referred to the legislation on the agenda regarding vape stores and agreed that this is very important. He said it seems like the stores cater to the young, and said that vaping is very dangerous. Mr. Catanese said as a former smoker and vaper, he is still having health problems from the little bit of vaping that he did for two years when he tried to quit smoking.

Mr. Ali said there is actually more chemicals in vaping than there is in a cigarette.

APPOINTMENTS AND CONFIRMATIONS

None.

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ORDINANCES, RESOLUTIONS AND MOTIONS

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

No legislation.

FINANCE, TAXATION & ASSESSMENTS COMMITTEE – MR.  
BORTOLOTTI, CHAIRMAN

Mr. Bortolotto introduced RESOLUTION NO. 2025-33, A Resolution adopting the Alternative Tax Budget Information of the City of Middleburg Heights, Ohio, for the fiscal year beginning January 1, 2026, and submitting the same to the Budget Commission of Cuyahoga County and MOVED TO ADOPT. Seconded by Mr. Zakel.

RES. 2025-33  
ADOPTED  
ALTERNATIVE TAX  
BUDGET

Mr. Bortolotto said this was discussed at the last finance committee meeting. He said this legislation is done every year showing our need as a city to levy property taxes.

ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-33 ADOPTED

Mr. Bortolotto introduced RESOLUTION NO. 2025-34, A Resolution to adopt the Solid Waste Management Plan for the Cuyahoga County Solid Waste Management District and MOVED TO ADOPT. Seconded by Mr. McGregor.

RES. 2025-34  
ADOPTED  
SOLID WASTE  
MANAGEMENT PLAN

Mr. Bortolotto said this too was discussed at the last finance committee meeting. Mr. Herron said under Ohio law, all of the solid waste districts in the state of Ohio have to update their plan. He thanked Director Beth Biggins-Ramer for coming out and meeting with us to talk about the plan. Mr. Herron said there is no cost increase on the per ton. He said we have recently received some grants from them for our recycling guide, which they really liked and complimented us at the meeting. Mr. Herron said they are going to have other grant/community opportunities available in the future. He said hopefully there will be a grant opportunity for us to educate the public about recycling.

ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-34 ADOPTED

LEGISLATION & RULES COMMITTEE – MR. ZAKEL, CHAIRMAN

No legislation.

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

No legislation.

PUBLIC IMPROVEMENTS COMMITTEE – MR. SAGE, CHAIRMAN

No legislation.

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

No legislation.

ZONING & BUILDING CODE COMMITTEE – MR. FERENGE, CHAIRMAN

No legislation.

Mayor Castelli introduced RESOLUTION NO. 2025-35, 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. Zakel.

RES. 2025-35  
ADOPTED  
ON EXTEND  
TEMPORARY  
MORATORIUM -  
VAPE & SMOKE  
SHOPS

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3 Mayor Castelli said we continue to look to appropriately manage these types of  
4 shops. He said we want to spend a little more time on this, working with our city  
5 planner as well as our law department. Mayor Castelli said he thinks this is the  
6 right thing to do. He said what is important to all of us here, is that we can protect  
7 our residents, especially the youngest among us. Mayor Castelli said he  
8 appreciated everyone's support.

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10 Mr. Sage asked how many times we could extend the temporary moratorium.  
11 Mr. Incorvaia said it could be done on a temporary basis typically six months at a  
12 time. He said he would expect by the end of this moratorium that we will have  
13 some adjustments to our zoning code that would let us manage this a little more  
14 properly.

15 Mr. Ference thanked the resident that came forward stating his position on an  
16 issue like this and said it is helpful for us to know where residents stand.

17 ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-35 ADOPTED

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20 Mayor Castelli introduced ORDINANCE NO. 2025-36, An Ordinance to make  
21 supplemental appropriations for current expenditures and expenses for the City of  
22 Middleburg Heights for the calendar year 2025 and moved to adopt. On behalf of  
23 the mayor, Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr. Meany.

ORD. 2025-36  
ADOPTED  
SUPPLEMENTAL  
APPROPRIATION

24 Mayor Castelli said there are two items on the supplemental today. He said the  
25 additional \$50,000 is for the MEMO Grant. Mayor Castelli said this is a program  
26 that was initiated this year with the support of city council to help our residents do  
27 necessary repairs on their homes. He said this has been received very well.  
28 Mayor Castelli said we originally wanted to be around \$200,000 for the grant and  
29 said we started out with \$150,000 knowing we may come back if we needed too.  
30 He said that is why he is here this evening and said at this point and time, he  
31 believes we have issued approximately 53 grants, and said there are a few more  
32 grant applications out there and is expecting some more to come through. Mayor  
33 Castelli said that is why we are asking for the additional funding. He said in  
34 addition to that, we also have \$47,000 for Big Creek Detention Basin Electrical  
35 Re-feed on Basin 2. Mayor Castelli said this will allow us to put power lines  
36 under the ground instead of having to run multiple poles from Pearl Road to Big  
37 Creek Parkway. He said we had asked the engineers to look at that, to look for an  
38 opportunity to not have to run all of the poles and to get the lines underground.  
39 Mayor Castelli said this will ultimately be part of the bidding process as well.

40 Mr. Herron said when the contractor comes in, they will dig the trenches, bury the  
41 lines and then First Energy will do the final hookup but this will get rid of their  
42 poles.

43 Mr. McGregor asked the mayor if he was capping the MEMO Grant Program at  
44 \$200,000.

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47 Mayor Castelli said yes. He said at some point we have to stop it. Mayor Castelli  
48 said he thinks this will manage us through the rest of the application period. He  
49 said the newsletter was recently sent out and we think we will get a little bit of an  
50 increase. Mayor Castelli said we know we are nearing the end of the application  
51 period. He said we look to do this every year, adding that this is a great  
52 opportunity for our residents. Mayor Castelli said we are excited to see some of  
53 the things we see happening in our neighborhoods.

54 Mr. McGregor asked if this was helping our inspectors too.

55 Mayor Castelli said absolutely.

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57 Mr. McGregor said he would be in favor of adding more if needed if it is  
58 something that is this successful this year. He said he didn't know how the rest of  
59 council felt.  
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1 Mayor Castelli said we could certainly look at it when we get to that point,  
2 especially if we end up going through that amount before the end of the  
3 application period.

4 Mr. Ali asked if any thought was given regarding less money per person being  
5 given per repair so more people could be helped.

6 Mayor Castelli said that is certainly something that council could talk about. He  
7 said we could continue to evaluate this since it is our first year doing this. Mayor  
8 Castelli said what we are finding, is that residents are being led to maybe be  
9 willing to do those much needed, more expensive repairs. He said we have seen  
10 \$500-\$700 reimbursements all the way to the max of the \$3,000. Mayor Castelli  
11 said there has been a mix, but he thinks that number seems to get people  
12 interested. He said he is open to suggestions.

13 Mr. Bortolotto said he thought this was a phenomenal way to incentivize people  
14 to keep their homes in good shape.

15 Mr. Ference said when a resident makes these repairs, they are actually helping  
16 their neighbors as well. He said he thinks this is a great program.

17 ROLL CALL: YEAS 7, NAYS 0, ORDINANCE NO. 2025-36 ADOPTED

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20 COUNCIL COMMITTEE REPORTS

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

22 Mr. Ali announced that the Friends for the Middleburg Heights Animal Shelter is  
23 now a 501C, which is really amazing as to how quickly they got this done. He  
24 said all of the fundraising efforts now will be a non-profit organization and he  
25 said everyone is very excited about it over there.

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

29 Mr. Bortolotto thanked Mr. Meany for chairing the finance committee meeting.  
30 He also thanked Mr. Catanese for coming up as well stating his concerns.

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33 Legislation & Rules Committee – Mr. Zakel, Chairman

34 No report.

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

38 No report.

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41 Public Improvements Committee – Mr. Sage, Chairman

42 No report.

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

46 No report.

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

50 Mr. Ference said he is looking forward to another wonderful three-day celebration  
51 in our city starting on Thursday. He thanked the administration and all of those  
52 involved for putting this festival together that represents us very well.

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55 MAYOR'S REPORT

56 Mayor Castelli said to echo Mr. Ference, he looks forward to seeing everybody  
57 starting on Thursday with the parade, and ending on Saturday with the fireworks.  
58 He said we are keeping our fingers crossed that we have good weather, but  
59 Saturday looks like our trickiest day. Mayor Castelli said everything that he  
60 continues to see seems to suggest that if there is rain it will happen earlier in the  
61 day. He said Recreation Director Elliott will have a lot more to add on the rest of  
62 the festivities. Mayor Castelli said with Chief Galgas here, we have completed  
our fleet now. He thanked city council for their support. Mayor Castelli said he  
was fortunate to get a quick tour of the vehicles. He said he is proud to have this,  
which will be a benefit to our residents.

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1 Chief Galgas said they would be more than happy to show them off and you all  
2 are more than welcome to stop up at any time.

3 Mayor Castelli confirmed that the vehicles would be out for Summer in the City.

4 Chief Galgas confirmed they will be showing them off for Summer in the City  
5 and at the parade too.

6 LAW DIRECTOR

7 No report.

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10 FINANCE DIRECTOR

11 No report.

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13 RECREATION DIRECTOR

14 Mr. Elliott stated as the mayor said, he hoped to see all of you as we get  
15 everything started with the parade at 6:30 p.m. He said it is a very busy weekend  
16 and hoped the weather cooperates with us. Mr. Elliott said if anyone had any  
17 questions along the way to give him a call. He said there is a lot of good  
18 entertainment and this weekend should be a lot of fun.

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21 ECONOMIC DEVELOPMENT DIRECTOR

22 Mr. Bichara said as city council knows, the demolition of the Sears building is  
23 well underway. He said the Sears Automotive Center has been demolished and  
24 the main department store building is well underway. Mr. Bichara said it is a  
25 privilege for him to think that in June of 1963 construction was started on those  
26 buildings. He said here we are today in June of 2025 being very careful  
27 caretakers to make sure the building is being demolished in a proper manner to  
28 make way for the new Meijer development that will be coming soon.

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32 SERVICE DIRECTOR

33 Mr. Herron wanted to publicly thank Congressman Max Miller and his staff, as  
34 well as Finance Director Stewart. He said we finally received the \$1.25 million  
35 dollar EPA Grant for the Indian Creek Sanitary Relief Sewer Project. Mr. Herron  
36 said he will ask Councilman Meany to authorize that going out to bid at the next  
37 council meeting. He said that helps complete our funding package for that  
38 project, and said we will be bidding that in August and awarding it in September.  
39 Mr. Herron said that is a large project estimated at \$8.2 million dollars.


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42 FIRE CHIEF

43 No report.

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

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51 David Bortolotto  
52 President of Council

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57 Mary Ann Mealy  
58 Clerk of Council  
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