

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING
SEPTEMBER 23, 2025

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The Council of the City of Middleburg Heights, Ohio met in Council Chambers at City Hall on Tuesday, September 23, 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
	Ed Tomba	Police Chief
	Mark Elliott	Recreation Director

PLEDGE OF ALLEGIANCE

MINUTES

Motion by Mr. Ali to approve the minutes of the regular meeting of September 9, 2025 and the minutes of the executive session of September 9, 2025. Seconded by Mr. Meany. 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. ALI, CHAIRMAN

No legislation.

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

Mr. Bortolotto introduced RESOLUTION NO. 2025-57, A Resolution authorizing the finance director to request tax advancements before settlement dates and declaring an emergency and MOVED TO ADOPT. Seconded by Mr. Sage. RES. 2025-57 ADOPTED REQUEST TAX ADVANCEMENTS

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1 Mr. Bortolotto said this is an annual request where we ask the county to disburse
2 tax funds early to us.

3 Mr. Stewart that is correct, this requests the county to issue those payments in
4 advance of the settlement dates to allow us to receive property tax dollars a couple
5 months early so we can invest those funds to gain interest.

6 ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-57 ADOPTED
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10 Mr. Bortolotto introduced RESOLUTION NO. 2025-58, A Resolution accepting
11 the amounts and rates as determined by the Budget Commission and authorizing
12 the necessary tax levies and certifying them to the County Fiscal Officer and
13 MOVED TO ADOPT. Seconded by Mr. Zakel.

RES. 2025-58
ADOPTED
ACCEPT AMOUNTS
AND RATES
DETERMINED BY
BUDGET
COMMISSION

14 Mr. Bortolotto said this too is another piece of legislation that is done annually. He
15 said the Cuyahoga County Budget Commission sets the tax rates and we have to
16 vote to accept them.

17 ROLL CALL: YEAS 7, NAYS 0, RESOLUTION NO. 2025-58 ADOPTED
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20 LEGISLATION & RULES COMMITTEE – MR. ZAKEL, CHAIRMAN

21 No legislation.
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24 PUBLIC HEALTH, SAFETY & RELIEF COMMITTEE – MR. MCGREGOR,
25 CHAIRMAN

26 No legislation.
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28 PUBLIC IMPROVEMENTS COMMITTEE – MR. SAGE, CHAIRMAN

29 No legislation.
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31 STREETS, UTILITIES & RAILROAD COMMITTEE – MR. MEANY,
32 CHAIRMAN

33 No legislation.
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36 ZONING & BUILDING CODE COMMITTEE – MR. FERENEC, CHAIRMAN

37 No legislation.
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40 Mayor Castelli introduced RESOLUTION NO. 2025-59, A Resolution authorizing
41 the mayor to enter into a Development Agreement with the Cuyahoga County
42 Public Library for a joint use Reading Garden and moved to adopt. On behalf of
43 the mayor, Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr. McGregor.

RES. 2025-59
ADOPTED
ENTER INTO
DEVELOPMENT
AGREEMENT WITH
CUYAHOGA COUNTY
PUBLIC LIBRARY
FOR JOINT USE
READING GARDEN

44 Mayor Castelli said as you know, we are moving forward with the first phase of
45 Central Park. He said that is a partnership with the Cuyahoga County Public
46 Library. Mayor Castelli said as you know, they have provided us this year, as well
47 as, next year \$500,000 to put towards that first phase, which is the Reading Garden
48 and some other amenities that will come along with that. He said in addition, we
49 have \$400,000 from the state. Mayor Castelli said we have also gone out for bid
50 for that project. He said this particular resolution goes through a lot of the details
51 that ultimately make up that development agreement, in order for the two parties to
52 move forward with this project. Mayor Castelli said Mr. Incorvaia has also worked
53 with the legal counsel for the library.

54 ROLL CALL: YEAS 6, NAYS 0, ABSTAIN 1, ALL, RESOLUTION NO. 2025-
55 59 ADOPTED
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59 COUNCIL COMMITTEE REPORTS

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

61 No report.
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1 Finance, Taxation & Assessments Committee – Mr. Bortolotto, Chairman

2 Mr. Bortolotto said there will be a 2025 Middleburg Heights Free Trade Show
3 Celebration for Civic Groups at the Middleburg Heights Community Center on
4 Thursday, September 25th at 6:30 p.m.
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7 Legislation & Rules Committee – Mr. Zakei, Chairman

8 No report.
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10 Public Health, Safety & Relief Committee – Mr. McGregor, Chairman

11 No report.
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14 Public Improvements Committee – Mr. Sage, Chairman

15 Mr. Sage reminded council that the Joint Woodvale Council Meeting will be held
16 on Wednesday, October 22nd at 7:00 p.m. in the Berea City Council Chambers. He
17 said representation from Middleburg Heights City Council is needed at that
18 meeting, so if you can attend to please let him know.
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21 Streets, Utilities & Railroad Committee – Mr. Meany, Chairman

22 No report.
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25 Zoning & Building Code Committee – Mr. Ference, Chairman

26 No report.
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28 MAYOR'S REPORT

29 Mayor Castelli said he did meet with Mayor Orcutt and Superintendent Tracy
30 Wheeler, but unfortunately Mayor Kleem was unable to make it. He said they
31 periodically meet to talk about the three communities and the school district.
32 Mayor Castelli said there are a lot of exciting things going on in the school system,
33 and all of the communities as well. He said the school system does provide an e-
34 newsletter where you can get a lot of information. Mayor Castelli said they do
35 encourage people that don't maybe even have children in the school system to sign
36 up for that newsletter to obtain a lot of good information regarding things that are
37 going on in the school system. He said that meeting was very productive and said
38 they try to meet at least a couple times a year. Mayor Castelli said the
39 superintendent, as well as, the mayor of Brook Park both mentioned, and he
40 concurred that there is a lot of collaboration amongst the communities which is
41 really nice. He said he knows the recreation department works hand in hand with
42 the other communities as well as the school system to ensure that the kids of
43 Middleburg Heights as well as Adaptive Programs for those that don't always get
44 to participate in athletic events are able to have that type of experience. Mayor
45 Castelli said all of the communities and the school system work very well together
46 to make sure that all kids have access to athletics. He said he appreciated that
47 conversation today, and thanked Recreation Director Elliott for all of his
48 involvement.
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53 LAW DIRECTOR

54 Mr. Incorvaia asked that council consider a motion to convene into Executive
55 Session for the following purpose or purposes: (1) Consider the purchase of real
56 property pursuant to ORC Section 121.22(G)(2); (2) Discussion of pending and/or
57 imminent litigation pursuant to ORC Section 121.22(G)(3); (3) Discussion of
58 details relative to the security arrangements and emergency response protocols for
59 a public body or a public office where disclosure could reasonably be expected to
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jeopardize the security of the public body or public office pursuant to ORC Section 121.22(G)(6).

On behalf of Mr. Incorvaia, Mr. Bortolotto made the above mentioned motion.

Seconded by Mr. Sage.

ROLL CALL: YEAS 7, NAYS 0, MOTION APPROVED

FINANCE DIRECTOR

No report.

RECREATION DIRECTOR

Mr. Elliott said all three recreation departments from Berea, Brook Park and Middleburg Heights will be meeting with the new high school athletic director tomorrow morning. He said the focus will continue on with the very good relationship that we have with them. Mr. Elliott said on Saturday, the high school will be sponsoring a Well Fest, and we will be participating and have a table at this. He said usually there are 40-50 other groups participating in this event. Mr. Elliott said just around the corner is the Fall Fest, which will be held on October 3rd and 4th. He said he hoped council will be there to pass out candy at the Trick-or-Treat Trail.

Mayor Castelli said he forgot to mention in his report that the superintendent did tell us that the graduation rate last year was at 98%. He said she said that was the highest graduation rate that they have ever had. Mayor Castelli said that is a good sign, moving in a very positive direction. He said Olmsted Falls is also at a 98 % graduation rate as well.

Mr. McGregor said the state report card came out and we've had vast improvement. He said he thinks that information came out in the newsletter and added that they are improving yearly. Mr. McGregor said they are hoping that trend continues.

ECONOMIC DEVELOPMENT DIRECTOR

Mr. Bichara gave an update on the Southland redevelopment project. He said both the Sears demolition project, as well as, the former Halle building project (old Burlington building) should be wrapping up around the same time around the end of October. Mr. Bichara the coordination and communication on both of those projects is very intense. He said as you know, Sears will be redeveloped into the new Meijer's Supercenter and the old Burlington/Halle property will be redeveloped to a \$50,000,000 mixed use building. Mr. Bichara said in addition, the street should be also wrapping up around the same time. He said there is a lot of activity in that one area of town. Mr. Bichara said he and the mayor did visit with Dairy Deli that is now open for business, which is the gateway to our community at Sheldon and Engle Roads. He said there was a tremendous amount of investment and commitment by that property owner who is also a resident of our community. Mr. Bichara said the new Tru Hotel by Hilton is now open as well. He said this is a hotel that caters to young professionals and business travelers, very unique concept and a tremendous investment in our community with that as well.

SERVICE DIRECTOR

Mr. Herron said the Bagley Road Traffic Signal project in front of city hall, Big Creek Parkway and over to the community center is ongoing and may create some traffic delays. He said they may need police assistance as they remove the old traffic poles, but if they do they will coordinate that with the police department. Mr. Herron said he looks for that project to be wrapped up in two to three weeks. He said if it is not wrapped up before the Fall Fest, they will still have operational lights.

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POLICE CHIEF

Chief Tomba provided a short report. He said at the request of one our residents, we had the opportunity and honor to escort three WWII veterans, two of them were 99 years old and one was 100 years old to Hopkins Airport to take an honor flight to Washington, DC. Chief Tomba said one our residents was an escort for one of the gentlemen. He said they did this on Saturday morning at 4:00 a.m. Chief Tomba said it went very well, and there are some photos that were posted on their Facebook page. He said the resident was very thankful to the mayor and the men and women of the police department.

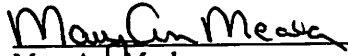
Start Executive Session: 6:18 p.m.
Following the Executive Session, Mr. Bortolotto reconvened the Regular Meeting of Council at 7:17 p.m.

PRESENT:	Matthew Castelli	Mayor
	David Bortolotto	President of Council
	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
	Santo Incorvaia	Law Director
	Jason Stewart	Finance Director
	Jim Herron	Service Director
	Chuck Bichara	Economic Development Director

There being no further business, Mr. Bortolotto made a motion to adjourn. Seconded by Mr. McGregor. Mr. Bortolotto adjourned the meeting at 7:17 p.m.



David Bortolotto
President of Council



Mary Ann Meola
Clerk of Council