

CITY OF MIDDLEBURG HEIGHTS, OHIO

REGULAR MEETING

JUNE 9, 2026

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The Council of the City of Middleburg Heights, Ohio met in Council Chambers at City Hall on Tuesday, June 9, 2026 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
	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
	Briant Galgas	Fire Chief
	Mike Urban	Recreation Director

ABSENT: Councilman Matt McGregor, out of town

MINUTES

Motion by Mr. Ali to approve the minutes of the regular meeting of May 26, 2026. Seconded by Mr. Meany.

ROLL CALL: YEAS 6, NAYS 0, MINUTES APPROVED

Motion by Mr. Sage to approve the minutes of the executive session of May 26, 2026. Seconded by Mr. Meany.

ROLL CALL: YEAS 5, NAYS 0, ABSTAIN 1, ALL MINUTES APPROVED

COMMUNICATIONS

None.

AUDIENCE PARTICIPATION

Mr. John Kilner, 13749 Bagley Road, said approximately a month ago he spoke with Chief Swanson regarding the driveway coming out of Southland, right across the street from Goodwill. He said the way the curb is set it is at a 90 degree angle, and said there is no way possible to make a right turn coming out of that driveway without your back wheel hitting the curb. Mr. Kilner said this has to be doing damage to cars and is something that should be corrected. He said he didn't know if this would be Southland's problem, the city, state or county.

Mayor Castelli said he is familiar with this, adding that it is over by the former Joann's area and it is real narrow. He said our understanding is that it's Southland's issue, but asked Mr. Herron if we check into this.

Mayor Castelli said maybe we could bring this to their attention.

Mr. Herron said he will find out who owns that and will talk to the building department too.

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1 Mayor Castelli said it is very narrow when you turn right into Southland over by
2 the old Joann's. He said both sides are narrow, it needs to be spread out a little bit.
3 Mr. Kilner said he looked at the schedule regarding placing branches on the tree
4 lawn, which states that the branches should be out by 7:00 a.m. on Monday
5 morning, and asked if there is any times where they normally pick up.
6 Mr. Herron said with branches, do not bundle them and just leave them out there
7 and the city comes to get them every seven to ten days.
8 Mayor Castelli said he spoke with Mike Nadeo and his team today, and said there
9 is a lot going on with Summer in the City, but knows that branch pickup may be
10 later and picking back up next week.
11

12
13 Dr. Conrad Lindes, 13375 Old Pleasant Valley Road, referred to the spread sheet
14 attached to Alternative Tax Budget Information legislation listing the general fund,
15 bond retirement fund, police pension, and fire pension mill amounts and the dollar
16 amounts. He said he didn't see a correlation between the mills and the dollars,
17 which seems they have the same multiplier for each one. Dr. Lindes asked if this
18 could be explained.
19

20 Mr. Stewart explained in detail and said the Southwest levy will not correlate
21 because that is subject to H.B. 920.

22 Dr. Lindes said then it is based on what the properties were worth and the time it
23 was passed.
24

25 APPOINTMENTS AND CONFIRMATIONS

26 None.
27

28 ORDINANCES, RESOLUTIONS AND MOTIONS

29 CITY PARKS, RECREATION & SERVICES COMMITTEE – MR. ALI,

30 CHAIRMAN

31 No legislation.
32

33 FINANCE, TAXATION & ASSESSMENTS COMMITTEE – MR. 34 BORTOLOTTI, CHAIRMAN

35 Mr. Bortolotto introduced **ORDINANCE NO. 2026-36, AN ORDINANCE TO**
36 **MAKE SUPPLEMENTAL APPROPRIATIONS FOR CURRENT**
37 **EXPENDITURES AND EXPENSES FOR THE CITY OF MIDDLEBURG**
38 **HEIGHTS FOR THE CALENDAR YEAR 2026 AND MOVED TO ADOPT.**
39

40 Seconded by Mr. Meany.

41 Mr. Bortolotto said this was discussed at the finance committee meeting last night.
42 He said this is for Central Park furnishings, across the street next to the library.

43 ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-36 ADOPTED
44

45
46 Mr. Bortolotto introduced **RESOLUTION NO. 2026-37, A RESOLUTION**
47 **ADOPTING THE ALTERNATIVE TAX BUDGET INFORMATION OF**
48 **THE CITY OF MIDDLEBURG HEIGHTS, OHIO, FOR THE FISCAL**
49 **YEAR BEGINNING JANUARY 1, 2027, AND SUBMITTING THE SAME**
50 **TO THE BUDGET COMMISSION OF CUYAHOGA COUNTY AND**
51 **MOVED TO ADOPT.** Seconded by Mr. Zakel.

52 Mr. Bortolotto asked Mr. Stewart to explain.

53 Mr. Stewart explained in detail and said there was a recent article on Cleveland.com
54 that may have caused some confusion as to what this legislation does or does not
55 do. He said this is not a budget or a proposed budget. Mr. Stewart said the
56 alternative tax budget information provides the County Budget Commission with
57 the city's projected revenues, projected expenditures, fund balances, our debt
58 service obligations and our tax levy requirements necessary so they can certify the
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property tax rates for the next fiscal year. He said we have had a long history of financial strength and responsibility balancing budgets. Mr. Stewart said we grew our fund balance from \$6.3 million dollars in 2019 to roughly \$14.5 million in 2023. He said we have had a historic investment in infrastructure and capital improvements and we are still forecasting roughly \$10.5-\$11 million dollars at the end of the year.

Mr. Bortolotto reiterated that this was discussed at the finance committee meeting last night.

Mr. Sage asked if the reporter reached out to the mayor to discuss this before issuing that article.

Mayor Castelli said no, not to him. He said this is something that is done every year. Mayor Castelli said it is not unusual and sometimes you will see much larger deficits. He said you are forecasting where you are going to be, and said Mr. Stewart is making an assessment of what he thinks the revenues are going to be. Mayor Castelli said we already know that there is going to be additional revenue that is probably going to come in that we don't always put down because again we tend to be very conservative. He said when we get to the end, everything comes in the way it should.

Mr. Ali said the good thing is that the carryover is going to be approximately \$10.8 million dollars.

ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-37 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. FERENC, CHAIRMAN

No legislation.

Mayor Castelli introduced **ORDINANCE NO. 2026-38, AN ORDINANCE AMENDING SECTION 135.04 OF THE MIDDLEBURG HEIGHTS CODIFIED ORDINANCES "RECREATION PROGRAM MANAGER" AND MOVED TO ADOPT.**

On behalf of the mayor, Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr. Sage.

Mayor Castelli said we had a program manager position, which was filled by Mike Urban who is now our recreation director. He said we are going to scale back the program manager position to a recreation specialist. Mayor Castelli said this is still a very critical important position for the community center, but it will be a little bit lower position with less compensation. He said we have a strong candidate that is moving into that position, John Trobek, who is a recent college graduate out of John Carroll University. Mayor Castelli said John has been part-time with the recreation program for several years. He said he is involved with everything that we do, and will be taking on that role.

ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-38 ADOPTED

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2 Mayor Castelli introduced **ORDINANCE NO. 2026-39, AN ORDINANCE**
3 **AMENDING ORDINANCE 2025-93 "ESTABLISHING RATES OF**
4 **COMPENSATION FOR CERTAIN MUNICIPAL EMPLOYEES AND**
5 **OFFICERS" AND DECLARING AN EMERGENCY AND MOVED TO**
6 **ADOPT.**

7 On behalf of the mayor, Mr. Bortolotto MOVED TO ADOPT. Seconded by Mr.
8 Meany.

9 Mayor Castelli asked Mr. Stewart to outline the details.

10 Mr. Stewart said as we talked about at the finance committee meeting last night,
11 this piece of legislation was originally passed late in 2025 which was the
12 administrative pay ordinance that we pass every couple years. He the changes that
13 you will see in this legislation does three things, which are make an adjustment to
14 the program manager that we just talked about, provides for uniform allowance for
15 the crew leader that was missed in the original legislation and establishes parity
16 between the deputy chief in police and the deputy chief in fire.

17 ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-39 ADOPTED

21 COUNCIL COMMITTEE REPORTS

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

23 Mr. Ali welcomed Recreation Director Mike Urban to his first meeting.

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

25 Mr. Bortolotto provided an update on Southwest General Hospital highlighting
26 several key digital and technology initiatives currently in place or planned across
27 the organization. He said Southwest is trying to do some updating to their systems.
28 Mr. Bortolotto said Southwest General Medical Group patients with a scheduled
29 appointment receive a text message reminder prior to their visit. He said patients
30 with an electronic order for ancillary services receive a text message reminder
31 within 24 hours of the order entry. Mr. Bortolotto said a new enhancement allows
32 ultrasound patients with an electronic order to receive a text message within 24
33 hours which gives them the ability to schedule the appointment directly from their
34 phone. He said another enhancement recently launched is helping to improve
35 outreach and access for Medicare patients due for an annual wellness visit with
36 their SGMG provider. Mr. Bortolotto said patients discharged from the Emergency
37 Department or hospital without an established primary care provider receive an AI-
38 supported phone call offering them a selection of SGMG providers to choose from.
39 He said they are doing the best they can to make their systems easier for patients.
40 Mr. Bortolotto said lastly they have committed \$5.3 million dollars in capital
41 investments across the organization. He said major projects include replacement
42 of the MRI at the Strongsville Medical Center, replacement of a hospital air
43 handling unit and replacement of patient beds and stretchers. Mr. Bortolotto said
44 they are continuing to invest in our community.

45 Legislation & Rules Committee – Mr. Zakel, Chairman

46 No report.

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

48 No report.

49 Public Improvements Committee – Mr. Sage, Chairman

50 Mr. Sage also welcomed Mike Urban and congratulated him on his new role. He
51 said as the council trustee for Woodvale Cemetery, he encouraged his colleagues
52 to drive up to the cemetery, stop in the office to introduce yourself and they will
53 give you a tour of the expansion project. Mr. Sage said it looks phenomenal, and

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1 said we wished we had a little more rain because the grass was put down when the
2 rains of April stopped and we haven't had much since. He said Fabrizio is watering
3 daily. Mr. Sage said there is a little delay in finishing it due to the weather that we
4 have had. He said the cemetery will be a viable, active cemetery for many years to
5 come. Mr. Sage said he appreciated all of the support during this project, as well
6 as your continued support for the cemetery.

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

7
8 Mr. Meany said the committee met last night and minutes were emailed today.

Zoning & Building Code Committee – Mr. Ference, Chairman

9
10 Mr. Ference welcomed Mike Urban to his new position as Recreation Director.

MAYOR'S REPORT

11 Mayor Castelli said he was looking forward to seeing everyone here at the Summer
12 in the City. He believes the weather is going to hold out and we will see how that
13 goes. Mayor Castelli said typically every year we do get at least one night where
14 we have rain, and we will see if our new recreation director has luck and we have
15 no rainouts.

LAW DIRECTOR

16 No report.

FINANCE DIRECTOR

17 No report.

RECREATION DIRECTOR

18 Mr. Urban said as the mayor said, this week we have Summer in the City. He said
19 everything is progressing well and there is no chance of rain shown on his phone.
20 Mr. Urban referred to the parade on Thursday and said for those of you that are
21 involved, we will start the staging over at Big Creek between 5:00 p.m. and 6:15
22 p.m. He asked for all to be there as early as possible. Mr. Urban said he sent out
23 an email to everyone that is involved in the parade, with some last minute
24 instructions of what to do and what to expect when you are over there. He said there
25 are 49 units so it is slightly bigger than last year, which is great given that it's the
26 250th anniversary. Mr. Urban said everyone will be directed down to Middlebrook
27 to rendezvous back to where their cars are parked at the middle school because we
28 will have shuttles prior to the parade taking people back and forth. He said the only
29 vehicles at Big Creek will be those that are in the parade. Mr. Urban said there will
30 be a little area at Big Creek where people may be dropped off. He said these three
31 days are going to be great and added that we have a bunch of bands. Mr. Urban
32 said the amusement rides are in the process of being set up and the fireworks have
33 been confirmed. He said he is excited with this being his first opportunity to run
34 through things. Mr. Urban said he also wanted to let the mayor and council know
35 that they have the ability to park and it will be staged the same as last year. He said
36 he is very happy to be here and appreciated everyone's vote of confidence.

ECONOMIC DEVELOPMENT DIRECTOR

37 No report.

SERVICE DIRECTOR

38 Mr. Herron said after all of our festivities, we will be going back to work on the
39 second basin on Big Creek Parkway. He said that is great news for all of the
40 residents over there. Mr. Herron said unfortunately the parkway will have to be
41 closed for approximately a week. He said it will be well marked and the detour is
42 easy. Mr. Herron thanked everyone for their support. He said the information is
43 also on the city website.

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Mayor Castelli asked if the signs have been put up over by Hickox on the property that we own or if that was being done after the parade so we don't have any confusion.

Mr. Herron said there are signs that are covered at Bagley Road and more signage will be added. He said we are going to close it at 7:30 a.m., in hopes that the garbage trucks will get down there first to pick up the trash. Mr. Herron said there will be mailboxes for the residents near Hickox and the all-purpose trail will also be closed because they have to cut through that to get the new pipe across the street.

Mr. Ali said he heard yesterday that there were a few issues with Republic throughout the city regarding garbage pickup. He said he turned an address in to a neighbor and he didn't get picked up again and asked what needs to be done to get his garbage picked up.

Mr. Herron said he contacted the route manager and he is going to pick that up tomorrow morning.

Mr. Ali said it is really bizarre, they did the whole street and left one neighbor.

Mayor Castelli said they were supposed to get all of the streets done tonight.

Mr. Herron said they are finishing up tonight.

Mr. Ali said as of six o'clock it wasn't picked up.

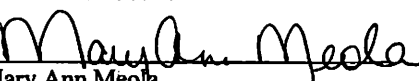
Mr. Herron said they weren't quite finished, adding that they usually go to about 7:00-7:30 p.m.

FIRE CHIEF

No report.

There being no further business, Mr. Bortolotto made a motion to adjourn. Seconded by Mr. Sage. Mr. Bortolotto adjourned the meeting at 6:28 p.m.


David Bortolotto
President of Council


Mary Ann Meola
Clerk of Council