CITY OF MIDDLEBURG HEIGHTS, OHIO

The Council of the City of Middleburg Heights, Ohio met in Council Chambers at City Hall on Tuesday, September 22, 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
	Matthew McGregor	Councilman Ward 2
	Michael Ference	Councilman Ward 3
	Mary Ann Meola	Clerk of Council
STAFF ATTENDING:	Santo Incorvaia	Law Director
	Jason Stewart	Finance Director
	Jim Herron	Service Director
	Chuck Bichara	Econ. Development Director
	Briant Galgas	Fire Chief
	Mike Urban	Recreation Director

ABSENT: Councilman John Zakel

MINUTES
Motion by Mr. Ali to approve the minutes of the regular meeting of September 8, 2026. Seconded by Mr. McGregor.
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. BORTOLOTTO, CHAIRMAN
Mr. Bortolotto introduced **RESOLUTION NO. 2026-51, A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR TO REQUEST TAX ADVANCEMENTS BEFORE SETTLEMENT DATES AND DECLARING AN EMERGENCY AND MOVED TO ADOPT.** Seconded by Mr. Meany.
Mr. Bortolotto said this is done annually and was discussed at the finance committee meeting.

Mr. Stewart reiterated that this legislation is done annually and submitted to the Cuyahoga County Budget Commission so we can collect our property taxes earlier as they are collected by the county.
Mr. Ali said there are a couple hundred thousand that have not paid their property taxes, and asked when that happens if the city still gets paid. He asked if the county makes that up or do we not get paid.
Mr. Stewart said eventually, usually the property will go through the foreclosure process and the property will be sold or the tax lien will be sold and then we will receive the collections.
ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-51 ADOPTED

Mr. Bortolotto introduced **RESOLUTION NO. 2026-52, A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY FISCAL OFFICER AND MOVED TO ADOPT.** Seconded by Mr. Ference.
Mr. Bortolotto this legislation is also done annually and is done in conjunction with the previous piece of legislation that was just passed.
Mr. Stewart said this legislation was discussed at the finance committee meeting. He said this resolution accepts the rates as determined the County Budget Commission. Mr. Stewart said each June we prepare tax budget information and submit that information to the County Budget Commission. He said they review it and it shows our need to collect our property tax levies and mills. Mr. Stewart they then make the determination and certify those necessary rates back to us.
ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-52 ADOPTED

Mr. Bortolotto introduced **ORDINANCE NO. 2026-53, AN ORDINANCE TO MAKE SUPPLEMENTAL APPROPRIATIONS FOR CURRENT EXPENDITURES AND EXPENSES FOR THE CITY OF MIDDLEBURG HEIGHTS FOR THE CALENDAR YEAR 2026 AND MOVED TO ADOPT.** Seconded by Mr. McGregor.
Mr. Bortolotto said this legislation was discussed in detail at the finance committee meeting. He said one thing that was added to this was $50,000 to the first section where it references a nuisance abatement at 7640 Eastland.
ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-53 ADOPTED

Mr. Bortolotto introduced **ORDINANCE NO. 2026-54, AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CUYAHOGA COUNTY (THE "COUNTY") FOR THE RESURFACING OF WEST 130TH STREET FROM SPRAGUE ROAD TO BAGLEY ROAD (WEST SIDE ONLY) AND DECLARING AN EMERGENCY AND MOVED TO ADOPT.** Seconded by Mr. Sage.
Mr. Bortolotto said this was discussed at the committee meeting.
Mr. Stewart said the estimated construction cost is $550,000 for our half of the road and the county will pay for $250,000.
Mayor Castelli said he wants to make sure that everyone understands that this is in conjunction with a larger project that Parma is working on and we jumped into this with them.
Mr. Herron said this is for the future sanitary sewer project from Bagley Road to Sprague Road. He said Parma also received similar funds from the county. Mr. Herron said the way this was structured, we each had to apply. He said we are also working on other grants.
Mayor Castelli said just to be clear, it will decrease our costs and the resident's costs. He said we will get a lot more information on this, and then obviously we will have meetings with our residents when Parma is ready to move forward with the larger project. Mayor Castelli said the good news is that we have been able to

accumulate quite a bit of grant funding, as well as Parma. He said as we collectively have gone after certain funding sources and have been very successful.

Mayor Castelli said we are very happy about where ultimately the price of this is going to come out.

ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-54 ADOPTED

Mr. Bortolotto introduced **RESOLUTION NO. 2026-55, A RESOLUTION ACCEPTING THE CONSORTIUM BID OF CARGILL DEICING SOLUTIONS FOR TREATED SODIUM CHLORIDE FOR THE 2026/2027 SEASON (11/1/2026 – 10/31/2027) AND MOVED TO ADOPT.** Seconded by Mr. McGregor.

Mr. Bortolotto said this was also discussed at the finance committee meeting. He said the treated sodium chloride will be $85.28 per ton and $100.28 per ton for piler delivery.

Mr. Herron said as diesel fuel climbs, salt is a heavy user of trucking. He said they can deliver approximately 15-20 ton per truck. Mr. Herron said it is an expensive endeavor, and is going to keep getting more expensive. He said it is good that we locked in this price back in June. Mr. Herron said he expects this will climb another $15 per ton the way diesel is going up now.

Mr. Bortolotto asked what the difference was between treated and untreated sodium chloride.

Mr. Herron said untreated is a cheaper cost, he said it is not treated with the component that helps make it stick.

Mayor Castelli said we do both, especially when there is a need to get salt. He said a lot of times the untreated salt it very challenging to get. Mayor Castelli said typically the process is a little easier in getting the treated salt when we need it. He said the other reason we do both, is because we want to have access to both if we need them depending on what is available at the time.

Mr. Herron said with the Brecksville Salt Consortium, we committed to 7,000 tons of salt this year. He said the lowest we can order is 80% or 5,600 tons, or up to 140% which would be 9,800 tons.

Mr. Ference asked if the salt keeps until next year if we order it because it looks like it's going to be a bad winter and then we don't get any more snow the rest of the winter.

Mr. Herron said it keeps pretty well as long as you keep it under cover. He said we can safely store 1,500 – 2,000 tons in the dome.

Mr. Stewart said there has been times where Cargill has kept the salt for us for the following year.

Mr. Herron said last year we were 100% right on, we used 7,000 tons.

Mr. Ali said in past we talked about possibly getting another dome, and asked if that been looked into.

Mr. Herron said yes, that has been discussed at our capital meetings. He said it is a competing item with other capital needs. Mr. Herron said he is sure we will talk about it again this year.

Mr. Ali asked what the cost for one was.

Mr. Herron said realistically it would be approximately $200,000.

Mr. Ali said the only reason he is asking is because there were a lot of cities that ran out of salt last year.

Mr. Herron said when you are with the state, you can only get 90-110%, then you are done and you cannot get any more. He said the consortium is 80% or up to 140%, and a 48 hour delivery requirement. Mr. Herron said we at least have contractual language with the consortium. He said he found working with the state years ago, if there is a shortage of salt and you are on an ODOT contract, you are not getting the salt before ODOT. Mr. Herron said ODOT gets the salt first, because you are a partner on their contract, you are not the contract.

ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-55 ADOPTED

Mr. Bortolotto introduced **RESOLUTION NO. 2026-56, A RESOLUTION ACCEPTING THE CONSORTIUM BID OF CARGILL DEICING SOLUTIONS FOR UNTREATED SODIUM CHLORIDE FOR THE 2026/2027 SEASON (11/1/2026 – 10/31/2027) AND MOVED TO ADOPT.** Seconded by Mr. McGregor.
Mr. Bortolotto said again, this was discussed at the finance committee meeting. He said the untreated sodium chloride is cheaper and the cost is $71.40 per ton and delivery is $86.40 per ton.
Mr. Herron said the $71.40 does include delivery. He said piler delivery is when they shoot it into your dome. Mr. Herron said we do not pay that, even on the previous piece of legislation, the first number of $85.28 is with delivery included in that cost.
ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-56 ADOPTED

Mr. Bortolotto introduced **RESOLUTION NO. 2026-57, A RESOLUTION AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO ENTER INTO A CONTRACT WITH PETROLEUM TRADERS CORPORATION FOR THE FURNISHING OF UNLEADED GASOLINE AND MOVED TO ADOPT.** Seconded by Mr. Meany.
Mr. Bortolotto said there wasn't a price listed on this legislation.
Mr. Stewart we receive a discount off the OPIS index, and said we pay eight cents and some change off the diesel price and five point 03 cents off the unleaded gasoline price.
ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-57 ADOPTED

Mr. Bortolotto introduced **RESOLUTION NO. 2026-58, A RESOLUTION AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO ENTER INTO A CONTRACT WITH PETROLEUM TRADERS CORPORATION FOR THE FURNISHING OF DIESEL FUEL AND MOVED TO ADOPT.** Seconded by Mr. Ference.
Mr. Bortolotto said this was discussed at the finance committee meeting.
ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-58 ADOPTED

Mr. Bortolotto introduced **RESOLUTION NO. 2026-59, A RESOLUTION AUTHORIZING THE SALE OF CERTAIN AUTOMOBILES NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AND MOVED TO ADOPT.** Seconded by Mr. Sage.
Mr. Bortolotto said this too was discussed in committee. He said this has to do with the sale of a 1997 salt truck and a 2010 salt truck. Mr. Bortolotto said both of these vehicles are at the end of their physical life.
Mr. Herron said the needed repairs are much more than the salt trucks are worth.
Mr. Ference asked if trucks like this were worth much of anything.
Mr. Herron said the engine is ok in one of the trucks, but it would cost a minimum of $60,000 just to get the body back in shape. He said they estimate getting about eleven years, and then that is about the end of the trucks.
ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-59 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. FERENCE, CHAIRMAN
No legislation.

Mayor Castelli introduced **ORDINANCE NO. 2026-60, AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MIDDLEBURG HEIGHTS TO ENTER INTO A CONTRACT WITH THE FRATERNAL ORDER OF POLICE/LODGE 15 FOR POLICE PATROLMEN AND DECLARING AN EMERGENCY AND MOVED TO ADOPT.** On behalf of the mayor, Mr. Bortolotto moved to adopt. Seconded by Mr. McGregor.
Mayor Castelli said as you know, before council went on recess, we did talk about this contract and where we were at the time. He said where we ended up was consistent with what was talked about. Mayor Castelli said this contract did go later than the other contracts because patrol did end up changing their union representation and that kicked down our negotiations a little bit further into this year. He said that is why this is outside of the other contracts. Mayor Castelli said all of the negotiations this year with all of the union reps went very well. He thanked them for their participation in the process.
ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-60 ADOPTED

COUNCIL COMMITTEE REPORTS
City Parks, Recreation & Services Committee – Mr. Ali, Chairman
No report.

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

Legislation & Rules Committee – Mr. Zakel, Chairman
No report.

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

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

Streets, Utilities & Railroad Committee – Mr. Meany, Chairman
No report.

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

MAYOR'S REPORT
Mayor Castelli said that he is going to coordinate a meeting with our clerk of council, Grace Gallucci, Executive Director of NOACA, Mayor Orcutt and any representative from the Browns that would like to participate to update city council on how the process is going, how Middleburg Heights is involved with that process and what items we are continuing to look at to make sure that this is a successful project. He said there is a lot of work going into this, and it is probably a good time to give an update to city council, allowing you to ask questions as well.

LAW DIRECTOR
No report.

FINANCE DIRECTOR

No report.

RECREATION DIRECTOR

Mr. Urban said Fall Fest will be on Saturday, October 3rd starting at 1:00 p.m. and will go till dark. He said improvements are being done to the playground area. He said playground equipment will be removed around October 5th and the new equipment will be installed around October 12th. Mr. Urban said he is very excited to get the new equipment, and added that Mr. Bichara was also able secure a grant for the new playground equipment.

Mayor Castelli said we are going to continue, and Mr. Bichara does a great job and is going to continue to try to acquire grants every year. He said we are going to try to do a portion every year, and said possibly over the next four years or so everything will be updated. Mayor Castelli said Mr. Urban has done a great job of evaluating what our needs are, and making sure that it is accessible to kids with disabilities as well.

Mr. Ali asked where the grants come from.

Mr. Bichara explained and said it is a competitive grant that is awarded to cities that apply. He said we were in competition with other cities, and non-profit agencies as well. Mr. Bichara said we have done a good job and have been successful in demonstrating the need, along with the help of the mayor and Mr. Urban.

Mr. Ference asked Mr. Urban to give a brief explanation on the treat street operation this time, compared to previous years.

Mr. Urban this is his first time sitting in the chair, helping out with Fall Fest. He said he's been doing a pretty good job observing and taking notes. Mr. Urban said the traffic pattern for the treat trail as it was, wasn't conducive to the space. He said they moved both the location and the time for two reasons. Mr. Urban said the first reason was to give the kids an area that they could safely walk through, keeping them out of the smaller areas where it was. He said so they went to the ball fields and moved the time a little later to hopefully capture some of the families and the kids so that when we set off the fireworks that there are more people here in the park in the evening. Mr. Urban said new this year, they are actually going to be running a train in the ballfield, so kids can get on and ride it around the ballfield, offload and send another group of people on there. He said at the treat trail will run from 5:30 p.m. to 7:00 p.m., and then that will be closed down and then it will just be all of the vendors so the kids can just walk through there and exit out the ballfield over there.

Mr. Ference said he thought those were all good ideas. He said it was good before, but thinks this sounds even better.

ECONOMIC DEVELOPMENT DIRECTOR

Mr. Bichara said the administration is scheduling a pre-construction meeting most likely for this coming week with the group that will be constructing the mixed-used building on Smith Road at the Southland Shopping Center. He said that project should start moving forward soon. Mr. Bichara said some preparation has been done on the site, and they will be working there hopefully through the winter.

Mayor Castelli said he and Mr. Bichara went to the Residence Inn today, and asked him to share a little bit about the awards that they have won.

Mr. Bichara said if you recall, the Residence Inn by Marriott is on Bagley Road near the entrance to the fairgrounds. He said in opened in 2019, right before the pandemic. Mr. Bichara said at that time, they brought on board a general manager named, Jessica Sarley, and she had a long standing history in Middleburg Heights at several hotel properties. He said since her time here, she has won numerous awards for that property. Mr. Bichara said that property itself won awards, not just for it design but also for its operations. He said the quality of its operations both from a standpoint of customer experience/guest experience, but also the investment

that they have made to the community. Mr. Bichara said earlier this year, Jessica was awarded one of the highest honors that Marriott gives out for a Manager of the Year Award. He said that looks at properties throughout the United States and Canada, and she brought the General Manager of the Year Award to Middleburg Heights for that property. Mr. Bichara said the Residence Inn is great member of our business community, and said they participate in many chamber events. He said they also support many of our community events as well.

Mayor Castelli said what surprised him, was that he believes that particular ownership group has approximately 39 hotels, many of them are Marriott if not all. He said this was one of their highest producing hotels, and said that is good news for the community, as well as for that business.

SERVICE DIRECTOR

No report.

FIRE CHIEF

Chief Galgas said for about a year, we have been with Chagrin Valley Dispatch, when Southwest Dispatch or Strongsville Dispatch got out of the dispatching business. He said everything has been going fantastic, and said they are a great organization to work with and kudos to Mr. Nick Dicicco, Director, and all of his staff. Chief Galgas said they really take good care of us, while providing a good service to the city. He said if you know anything about Chagrin Valley Dispatch, they are a cutting edge, and try always to push what a Dispatch Center could do. Chief Galgas said they have a Dispatch Truck, and he was going to see if we could possibly get it to come to our Fall Fest. He said one of the things that they have recently gotten into was looking how they could integrate drones for emergencies/public safety as well. Chief Galgas said they are trying to do a study for the next year, where they are asking the nine communities to host a drone so they respond it automatically with 9-1-1 calls. He said they selected Middleburg Heights as one of those communities that have that program. Chief Galgas said we will have the drone here, flying off of the fire station both for police and fire. He said ultimately, we can take control of the drone and look further into an incident to get better situational aware. Chief Galgas said a lot of information will be coming in the next couple months, as we try to be part of that trial. He said he will provide additional information as he receives it. Chief Galgas said he thinks this will be very helpful for emergency response.

Mayor Castelli said we are very excited to be able to participate in this pilot program, but part of it too is that we have very good safety forces and we have great chiefs. He said he thinks they are able to rely upon our safety forces to do a quality pilot program for them. Mayor Castelli thanked the fire department and the police department for what they do.

There being no further business, Mr. Bortolotto made a motion to adjourn. Seconded by Mr. Meany. Mr. Bortolotto adjourned the meeting at 6:41 p.m.

David Bortolotto
President of Council

Mary Ann Meola
Clerk of Council