The Council of the City of Middleburg Heights, Ohio met in Council Chambers at City Hall on Tuesday, October 13, 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
	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	Econ. Development Director
	Rob Swanson	Police Chief
	Mike Urban	Recreation Director

ABSENT: Councilman Dan Sage

MINUTES

Motion by Mr. Ali to approve the minutes of the regular meeting of September 22, 2026. Seconded by Mr. Meany.

ROLL CALL: YEAS 6, NAYS 0, MINUTES APPROVED

COMMUNICATIONS

None.

AUDIENCE PARTICIPATION

Ms. Sara Steimle, 13119 Smith Road, said she is a board member of the Cuyahoga County Board of Developmental Disabilities. She said in February 2025 she became the first person with a developmental disability to serve on the Cuyahoga DD Board. Ms. Steimle said she is an individual who receives services from Cuyahoga DD and has been supported by the organization throughout her life. She said she also works for non-profit organization that provides adaptive sports and recreational opportunities for individuals with physical disabilities. Ms. Steimle gave a brief description outlining the services that Cuyahoga DD provides, adding that there is an issue on the ballot this November. She said they serve over 15,000 people across Cuyahoga County. Ms. Steimle said Cuyahoga DD is primarily supported by a property tax levy, last passed by Cuyahoga County voters in 2005. She said Cuyahoga DD has played an important role in her life from childhood through adulthood. Ms. Steimle said this November, voters will be asked to consider Issue 10, a proposed additional 2.25-mill property tax levy for Cuyahoga DD. She said the proposed levy would provide additional funding to support services and programs for individuals with developmental disabilities. Ms. Steimle encouraged everyone to learn more about Cuyahoga DD, the services provided and Issue 10 before heading to the polls this November. She thanked the mayor and city council for giving her the opportunity to speak tonight, and for their commitment to making Middleburg Heights a welcoming community for people of all abilities.

Mr. Bortolotto thanked Ms. Steimle for coming forward to speak to us tonight, and for her role sitting on the Board of Cuyahoga DD.

Mayor Castelli thanked Ms. Steimle for the information that she shared. He said he is supportive and is endorsing Issue 10. Mayor Castelli said those are very important and needed services that are provided. He said the needs are becoming more and more prevalent.

Mr. Ference thanked Ms. Steimle for coming tonight and for her explanation of Cuyahoga DD. He also thanked Ms. Steimle for her service on that board. Mr. Ference said she seems like a person with a heart of service that is an inspiration to everyone.

Mr. McGregor said as someone who deals with levies with school districts, he wanted to compliment you folks. He said it has been 21 years since you have been on the ballot, which means you guys have been financially sound in using those monies that were received in a proper fashion. Mr. McGregor said he also is a supporter of this and will be an advocate for voting for Issue 10.

Ms. Steimle said their first levy lasted 21 years, and it was only supposed to last 10 years. She said they have a team that looks for funding in other ways. Ms. Steimle said they have a great finance team that spreads the money, and uses it when they absolutely need it. She said this levy is also supposed to last 10 years, but you never know what the future is going to hold.

Chief Swanson said he was introduced to Mr. Knott, who funds an organization and created a non-profit called Veterans & First Responders. He said they provide services, mental health service and support to military and law enforcement personnel in the way of equipment, support and many things. Chief Swanson said we came to know Mr. Knott after the passing of our K-9. He said there was an award they we were looking into and presenting to him, and Mr. Knott got to speaking with Josh and left the rest of the story for Mr. Knott to tell.

Mr. Knott said they have a memorial award for K-9's that serve when they pass away. He said Josh applied for this award and he said it was really interesting what he put down realizing that the pup he had only lived for about six years, which got his attention. Mr. Knott said there was a lot of information about this dog, who was a great ambassador for the department, the city and the community. He said we had a similar situation two years ago that happened to an officer in Euclid named, Jacob Derbin, who was only on the force ten months that lost his life. Mr. Knott said his father, is a 24-year career officer there and is a K-9 officer. He said Jacob was also in the Army Reserves for seven years, working on Chinook helicopters. Mr. Knott said Jacob lost his life the evening of Mother's Day. He said two weeks after this incident, he met the department, the chief and Jacob's father. Mr. Knott said at that point they decided to supply them with a new K-9 dog, a journey that started in June and the dog showed up in April, nine months later. He said Jacob's father was involved with the process to select a dog and help select the officer. Mr. Knott said the dog's name is Chinook, and they have turned out to be a rock star team. He said this is the second year and they are now in SWAT and have progressed beautifully. Mr. Knott said when he read Josh's application about the award, there were a lot of things there he started to understand, but he also had questions. He said obviously Josh has been an incredible officer here. Mr. Knott said when he called and had a conversation with Josh, he realized that he was really attached to this dog. He said he learned a lot about Josh and his family. Mr. Knott said the more he talked to Josh, the more impressed he was with him as an officer, his commitment to the department and the community. Mr. Knott said at that moment, knowing that the dog was lost at such an early stage of its life, he asked Josh where are you going with a new pup now. He said Josh said we don't have anything yet at this point. Mr. Knott said what if he supplied him with a new dog. He said there is a company called Excel K-9, and said that is who they worked on with Jacob's pup. Mr. Knott said this is a great program and said they supply dogs for all of the sports teams here. He said they are willing to cover the whole cost of the dog, the training that Josh will have with the dog, getting the dog state

certified and then he would be sworn in. Mr. Knott said we are offering to supply a dog to your department and we are hoping that you will accept that.

Mayor Castelli said thanked Mr. Knott. He said we started the K-9 service unit in 2019. Mayor Castelli said Josh has done an amazing job. He said he really appreciated Mr. Knott doing this for us. Mayor Castelli said there is an awful lot that goes into getting a dog, doing the training and there certainly is a financial commitment to that. He said we really appreciate the donation, adding that is extremely nice of you. Mayor Castelli said the K-9 unit is extremely important to us here in Middleburg Heights, and Josh has done a fantastic job.

Mr. Knott said he would agree 100 percent after talking with Josh. He thinks this will be a great benefit and said it is a win-win for the community and the department.

APPOINTMENTS AND CONFIRMATIONS

None.

ORDINANCES, RESOLUTIONS AND MOTIONS

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

MOTION 2026-21

MR. ALI MADE A MOTION TO APPOINT MATT McGREGOR TO BE THE COUNCIL DELEGATE FOR SOUTHWEST GENERAL HOSPITAL. Seconded by Mr. Meany.

ROLL CALL: YEAS 5, NAYS 0, ABSTAIN 1, McGREGOR, MOTION APPROVED

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

Mr. Bortolotto introduced **ORDINANCE NO. 2026-61, 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. Ference.

Mr. Bortolotto said this was discussed at the finance committee meeting.

Mr. Stewart reiterated that this was discussed at length at the finance committee meeting. He when the 2026 budget was developed in 2025 and approved all of the contracts at that point in time. Mr. Stewart said the 2025 rates were used at that time and this is simply updating those rates, as well as a couple clean up items that were also discussed.

ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-61 ADOPTED

Mr. Bortolotto introduced **ORDINANCE NO. 2026-62, AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOT TO EXCEED $2,178,750 OF NOTES, IN AN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF RECONSTRUCTING, RESURFACING, GRADING, DRAINAGE, PAVING AND CURBING SMITH ROAD INCLUDING CONSTRUCTING RELATED SIDEWALKS, WATER LINES AND RELATED WATER SUPPLY FACILITIES, SANITARY SEWERS AND RELATED SANITARY FACILITIES, STORM SEWERS AND RELATED DRAINAGE FACILITIES, INSTALLING SIGNATE AND TRAFFIC SIGNALIZATION, AND RELOCATING EXISTING UTILITIES AS NECESSARY, TOGETHER WITH THE NECESSARY RELATED IMPROVEMENTS AND APPURTENANCES THERETO, AS DESIGNATED IN THE PLANS APPROVED OR TO BE APPROVED BY COUNCIL, AND DECLARING AN EMERGENCY AND MOVED TO ADOPT.** Seconded by Mr. McGregor.

Mr. Bortolotto said too was discussed in great detail at the finance committee meeting. He said this has to do with the issuance of bonds for $2,178,750 of notes for all of the new construction on Smith Road.
ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-62 ADOPTED

Mr. Bortolotto introduced **ORDINANCE NO. 2026-63, AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOT TO EXCEED $10,280,000 NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF IMPROVING THE CITY'S SANITARY SEWERAGE SYSTEM BY CONSTRUCTING AND IMPROVING SANITARY AND STORM SEWERS AND RELATED SANITARY AND DRAINAGE FACILITIES AND DECLARING AN EMERGENCY AND MOVED TO ADOPT.** Seconded by Mr. Meany.
Mr. Bortolotto said this was discussed in great detail as well at the finance committee meeting. He said this has to do with the issuance of notes and bonds for $10,280,000 in regards to the improvements of the sanitary and storm sewers in Indian Creek.
Mr. Ali asked the mayor if he knew how many homes/residents that this was going to benefit.
Mayor Castelli said immediately he believed it was around 128, and ancillary because it will have a benefit to the whole area it was 400 plus homes. He said this is the largest improvement relief structure that we have put in in the community and will impact quite a bit of homes.
Mr. Stewart said he wanted to mention that it is temporary funding for the project. He said the project is approximately $10,700,000 and we were successful in acquiring approximately $8,100,000 to fund that project.
ROLL CALL: YEAS 6, NAYS 0, ORDINANCE NO. 2026-63 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
MOTION 2026-22
Mr. Ference said pursuant to the authority granted City Council in Section 10.02(d) of the Middleburg Heights Charter, he made a motion to grant Planning Commission additional time, through December 31, 2026 for Planning Commission to take final action on its report and recommendation regarding Ordinance No. 2026-31 "An Ordinance amending various sections of the Middleburg Heights Zoning Code." Seconded by Mr. Meany.
ROLL CALL: YEAS 6, NAYS 0, MOTION APPROVED

Mayor Castelli placed **ORDINANCE NO. 2026-46 ON SECOND READING.**

Mayor Castelli introduced **RESOLUTION NO. 2026-64, A RESOLUTION TO ACCEPT A VETERANS & FIRST RESPONDERS FOUNDATION K-9 THROUGH THEIR K-9 ASSISTANCE & PLACEMENT PROGRAM AND MOVED TO ADOPT.** On behalf of the mayor, Mr. Bortolotto moved to adopt. Seconded by Mr. McGregor.

Mayor Castelli again thanked Mr. Knott for the donation, and said this was very generous. He said this is an extremely vital part of our police department and the services that we provide to our community. Mayor Castelli said obviously we suffered a great loss with Zeke. He said we really appreciate you taking an interest in our community and said this donation is going to go a long way.

Chief Swanson also said he couldn't thank Mr. Knott enough.

ROLL CALL: YEAS 6, NAYS 0, RESOLUTION NO. 2026-64 ADOPTED

Mayor Castelli introduced **ORDINANCE NO. 2026-65, AN ORDINANCE CREATING THE SAINT AMELIA TAX INCREMENT FINANCING INCENTIVE DISTRICT; DECLARING IMPROVEMENT TO PARCELS WITHIN THE INCENTIVE DISTRICT TO BE A PUBLIC PURPOSE AND EXEMPT FROM REAL PROPERTY TAXATION; REQUIRING THE OWNERS OF THOSE PARCELS TO MAKE SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THOSE SERVICE PAYMENTS; REQUIRING THE DISTRIBUTION OF A PORTION OF THOSE SERVICE PAYMENTS TO THE BEREA CITY SCHOOL DISTRICT, THE POLARIS CAREER CENTER AND CUYAHOGA COUNTY, SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT BENEFIT OR SERVE PARCELS IN THE INCENTIVE DISTRICT; AND DECLARING AN EMERGENCY AND PLACED ON FIRST READING.**

Mayor Castelli placed **ORDINANCE NO. 2026-47 ON SECOND READING.**

COUNCIL COMMITTEE REPORTS

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

Mr. Ali said he had a very nice conversation with Mr. Urban, and once we get through the holidays, in January we are going to have a recreation committee meeting to provide a great update and with Mr. McGregor's recommendation it will be held at the rec center.

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

No report.

Legislation & Rules Committee – Mr. Zakel, Chairman

Mr. Zakel said a great job was done by the city, the crews, and the rec center for the Fall Fest. He asked if we knew the attendance, stating the line for the trick or treat trail was unbelievable.

Mr. Urban said we didn't a have total number of attendees, but said there was approximately 800 kids going through the trick or treat trail. He said the weather played a part in all of that, but said it was absolutely wonderful. Mr. Urban said he appreciated everyone's help to make the Fall Fest such a success.

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

Mr. McGregor said the committee met last night, and minutes will be emailed to the clerk to distribute tomorrow. He said following what Mr. Ali said, they are going to have their safety committee meeting at the fire station in November and the police station in December. Mr. McGregor also extended his thanks to Mr.

Knott, Josh and Chief Swanson for the efforts and the donation. He said we are very lucky to have this, with Zeke and Axl before, he thinks that sets us above numerous other cities. Mr. McGregor commended Josh for his passion and training, and thanked Mr. Knott for following through with this and for bringing this to the City of Middleburg Heights.

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

Streets, Utilities & Railroad Committee – Mr. Meany, Chairman
Mr. Meany said the committee met last night and minutes were emailed to everyone today.

Zoning & Building Code Committee – Mr. Ference, Chairman
Mr. Ference said the zoning committee met last Monday and minutes have already been distributed.

MAYOR'S REPORT
No report.

LAW DIRECTOR
No report.

FINANCE DIRECTOR
No report.

RECREATION DIRECTOR
Mr. Urban said the Fall Fest event turned out fantastic. He appreciated the mayor and council scrubbing pumpkins and going to work for them. Mr. Urban said they will make sure the pumpkins are cleaned off next year. He said it is truly a team effort and thanked everyone for their support and willingness to help out. Mr. Urban said as far as the playground, you will see caution tape around it and said the service department demolished the older portion of playground equipment. He said they will be replacing that equipment with a brand new state of the art structure. Mr. Urban said there is a slight delay, but the company is expected to come out between October 19th and 26th to start installation. He said the park itself will be open, but that area will be sectioned off.
Mr. McGregor echoed what Mr. Zakel said regarding the phenomenal Fall Fest. He asked if the new playground equipment that is coming is ADA.
Mr. Urban said there are portions of it that are ADA compliant/accessible. He said the Cuyahoga County Board is a big supporter of what they do, and said it is great to hear that people support of all of that. Mr. Urban said there are a lot of unmet needs for those with special needs, but is happy to say that Middleburg Heights does a fantastic job offering programming to them from the Special Olympics to Young Athlete's Cleveland with the little kids to the ASK Program, and added that we also have a partnership with an organization called Empower. He said they are doing wonderful things and it is great to know that the City of Middleburg Heights supports all of those.
Mr. Bortolotto asked Mr. Urban to relay a message to his staff that they did a fantastic job with the Fall Fest. He said he attended several other city Fall Fests, and this was by far one of the better ones. Mr. Bortolotto thanked Mr. Urban for all of his efforts.

ECONOMIC DEVELOPMENT DIRECTOR
No report.

SERVICE DIRECTOR

Mr. Herron said he is going to work with Mr. Meany next month, and bring in some of our staff here to talk about some of our bigger projects, as well as some of the work that has been done internally here over the past eight months. He said they covered a lot of projects last night at the committee meeting, and will certainly keep you updated on those. Mr. Herron said he thinks we need to recognize the folks that are out here every day.

Mr. McGregor said last night at the committee meeting, Mr. Herron talked about how much cement we have put into the city, which was almost double what done in the past.

Mr. Herron said this year it would have been tripled.

Mr. McGregor said keeping that in house is phenomenal, and told Mr. Herron how much he appreciated that. He said he reached out to Mr. Herron regarding some pot holes on his street, and crack sealing. Mr. McGregor said they did a phenomenal job and said they brought out signage, cones and made sure people weren't parking there. He said he was sure Chief Swanson helped with that to make sure the street was cleared. Mr. McGregor said all of our departments do a great job, sometimes those behind the scenes like police and fire especially at times aren't recognized but again wanted to express his thanks to all of the other departments as well.

POLICE CHIEF

Chief Swanson said the Chair of Honor, if you haven't seen it yet, was dedicated over in our building in honor of the Missing in Action and POW's. He referred to parking complaints, and said if you receive them you can direct residents to the city website. Chief Swanson said residents can go to the police page and there is a button where they can put all of the information in regarding a parking complaint that they have. He said the information can be inputted anonymously or their contact information can entered as an option. Chief Swanson again thanked Mr. Knott, and said he appreciated everything that he did for them.

There being no further business, Mr. Bortolotto made a motion to adjourn. Seconded by Mr. Meany. Mr. Bortolotto adjourned the meeting at 6:42 p.m.

David Bortolotto
President of Council

Mary Ann Meola
Clerk of Council