

**MINUTES OF THE KIRTLAND HILLS VILLAGE
COUNCIL MEETING
HELD IN THE VILLAGE HALL, MONDAY May 18, 2026, AT 5:30 P.M.**

MEMBERS PRESENT: Mayor Scott, President King and Council Vice President Allen
Council Members Burk, Byrne, Cooper, Harrold, and Shibley.

ALSO IN ATTENDANCE: Law Director Steve Byron, Chief Barry Hendricks, Clerk-Treasurer Jamie Zigman, Cory Hinton. Jack Cuff, Tim Cuff, Andrea Cuff, Isabella Cuff, Lucinda Cuff, and Deike Cuff.

Mayor Scott called the meeting to order at 5:30 p.m.

All in attendance recited the Pledge of Allegiance.

MOTION to approve Minutes of the Previous Council Meeting on April 20, 2026

Motion was made by Mr. Shibley, seconded by Mrs. Burk, and unanimously carried to approve the minutes of the April 20, 2026, meeting.

RESOLUTION 2026-14 Honoring Jack Daniel Cuff on the attainment of the Rank of Eagle Scout of BSA Troop 64, Mentor.

Motion was made by Mr. King, seconded by Mr. Allen, and unanimously carried to approve the honoring Jack Daniel Cuff on the attainment of the Rank of Eagle Scout of BSA Troop 64, Mentor.

RESOLUTION 2026-13 Authorizing and approving the expenditure of funds

Motion was made by Mr. King, seconded by Mrs. Burk, and unanimously carried to approve to approve the expenditure of funds.

MOTION to authorize the Mayor to enter into an agreement with Sitestream, LLC, to provide equipment and services related to law enforcement activities.

Motion was made by Mr. Byrne, seconded by Mrs. Burk, and unanimously carried to authorize the Mayor to enter into an agreement with Sitestream, LLC, to provide equipment and services related to law enforcement activities.

ORDINANCE 2026-15 enacting a new chapter, 137, treasury investments, of the Kirtland Hills codified ordinances to provide guidelines and regulations for treasury investments made by and on behalf of the Village of Kirtland Hills, and declaring an emergency. (First Reading)

Council will review the ordinance to ensure it adequately meets the needs of Kirtland Hills.

Finance Review:

- GJ King reiterated the importance of the investment policy, which will allow for greater flexibility for investment purposes, as well as developing ideas that will assist the Village, possibly being the establishment of an endowment foundation. He also encouraged continued discussion of additional

funding opportunities and innovative approaches that could benefit the Village in the future.

Centennial Committee Report:

- Jen Burk reported that the restructuring of the Village's historical content of the website is underway and is being organized into a more chronological format. Updates will include photographs obtained from the Lake County Historical Society. The goal is to complete the updates by Memorial Day or shortly thereafter. Michael Caronchi will be making the website changes for the Village.
- The Centennial Celebration has been confirmed for August 30 from 4:00 p.m. to 6:00 p.m. at St. Hubert's Episcopal Church. In addition, St. Hubert's will provide refreshments and a bounce house for children attending the event.
- Planning ideas for the Centennial Celebration are still being discussed, including the possibility of creating a time capsule and/or planting a commemorative centennial tree.
- Barry Hendricks will pick up the four banners announcing the Centennial Celebration. The banners include a historical photograph obtained from St. Hubert's Episcopal Church that represents the Village's history. The banners will be placed at Little Mountain Road, King Memorial Road, Chillicothe Road, and 615.

Chief's Report:

- The Police Pals event held on May 17 was highly successful, with 30 children and 30 adults participating. The event was organized and led by Sergeant Joshua Burr and Officer Joshua Gaspar, with valuable support provided by the Kirtland Fire Department and the Mentor Police Department's K9 team. Mama Roberto's generously donated pizza for all attendees.

Funding from the NOPEC Community Grant was used to purchase commemorative badges and police duckies for participants. The event was very well received by the community, and numerous residents shared positive feedback and appreciation for the effort and dedication that contributed to its success.

- Chief Barry Hendricks and Captain Jeff Bilicic attended a continuing education course in Columbus focused on cold case investigations. The course was sponsored by the State and highlighted emerging technologies that can assist law enforcement agencies with solving unsolved crimes.

One of the technologies discussed was genetic genealogy, which has become an increasingly valuable investigative tool in cold case investigations. There was also discussion regarding the digitization of case files and evidence for the Raymond Timbrook murder that took place in 1992. This technology may help preserve and organize evidence digitally, allowing investigators to identify new leads and potential opportunities for discovery.

- It was recommended for all council members to obtain a Village email. Using a Village-issued email address instead of personal accounts supports public records compliance under Ohio Sunshine Laws, since emails related to public business may be subject to public records requests and are much easier to retain and retrieve when kept in an official system. It also improves transparency and accountability by clearly separating official government communications from personal correspondence.
- Our final training with TextMyGov will take place on Thursday. The widget will be added to our

website by Friday or early next week. Once that is complete, we will go live and send out our first text message to educate residents about the new service.

Mayor's Report:

- Mayor Scott met with the executive director of the Holden Arboretum prior to tonight's meeting, where they discussed the range of resources available to the public.

These include guidance on tree and plant selection tailored to local growing conditions, as well as recommendations for planting strategies designed to attract specific wildlife species. They also highlighted a seed library program that will allow residents to access native seeds. The goal is to help people grow plants that are well-suited to their region.

- Holden Arboretum is offering a summer savings pass for families, providing access to the Arboretum throughout the season.
- There is also a possibility of a guided river walk tour in Kirtland Hills this September or October, giving residents a chance to enjoy the fall foliage and scenic views as the leaves change color.

MOTION to adjourn to executive session for the purpose of discussing pending or imminent litigation.

Motion was made by Mr. King, seconded by Mr. Byrne, and unanimously carried to adjourn to Executive Session for the purpose of discussing pending or imminent litigation.

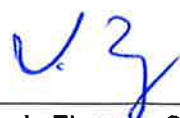
Roll call: Allen, Yes; Burk, Yes; Byrne, Yes; Cooper, Yes; Harrold, Yes; King, Yes; Shibley, Yes

The next Council meeting will be held at the Village Hall at 5:30 P.M. on Monday, June 22, 2026.

Motion was made by Mr. Cooper, seconded by Mr. Allen and unanimously carried to adjourn the meeting at 7:02 P.M.



Alyson Scott, Mayor

Attest: 

Jamie Zigman, Clerk-Treasurer