

**COUNCIL OF THE  
VILLAGE OF HIGHLAND HILLS**

**ORDINANCE NO. 2024-76**

For the December 11, 2024  
Council Meeting

Introduced by: Mayor Michael L. Booker

Supported by:

**AN ORDINANCE PROVIDING AUTHORITY FOR THE PURCHASE OF COMPREHENSIVE LIABILITY, PROPERTY AND AUTO COVERAGE THROUGH THE PUBLIC ENTITIES POOL OF OHIO FOR THE VILLAGE OF HIGHLAND HILLS AND DECLARING AN EMERGENCY.**

**WHEREAS**, the renewal of the Village's comprehensive liability, property and automobile insurance coverage takes place each year on January 1, and

**WHEREAS**, the administration has received a quote for renewal of its liability insurance coverages from Melinda McNabb, USI on behalf of Public Entities Pool of Ohio (PEP), which is a state-wide, governmental insurance pool, and

**WHEREAS**, after review of the quote, the Mayor has determined it would be in the best interest of the Village to select PEP to provide comprehensive liability coverages pursuant to the proposal submitted to the Village on or about December 10, 2024, a copy of which is on file with the Clerk.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF HIGHLAND HILLS, OHIO:**

Section 1: That the Mayor is hereby authorized to contract for or obtain comprehensive liability, property and automobile insurance coverage through Melinda McNabb and/or Robert Beglin, USI through Public Entities Pool of Ohio (PEP) pursuant to the written proposal on file with the office of the Clerk of Council for an annual amount of contribution to the Pool that as proposed will not exceed \$52,577.00. PEP has proposed a one year renewal rate. Premiums may be paid in installments under such terms with PEP as are favorable to the Village in the discretion of the Finance Director.

Section 2: That the Mayor is hereby authorized and directed to sign any such documents or agreements as required by PEP in order to consummate the offer and acceptance of this comprehensive liability, property and auto coverage program.

Section 3: That the Law Director shall review and/or approve as to form any documents or agreements between the Village and PEP for the purpose of procuring such insurance.

Section 4: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were conducted in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5: This Ordinance is hereby declared to be an emergency measure to provide for the orderly operation of the administration of the Village of Highland Hills and to purchase this necessary liability coverage for the financial protection of the Village which current policy expires on December 31, 2024, and further, provided it receives the affirmative vote of two-thirds (2/3) of all members elected to council, it shall take effect and be in force from and after the earliest period allowed by law.

Passed in Council this 11th day of December, 2024.

First Reading ✓ Second Reading \_\_\_\_\_ Third Reading \_\_\_\_\_

Vote: Pride ✓ yea \_\_\_ nay \_\_\_ Greene ✓ yea \_\_\_ nay \_\_\_ Mills ✓ yea \_\_\_ nay \_\_\_

McManus ✓ yea \_\_\_ nay \_\_\_ Wright ✓ yea \_\_\_ nay \_\_\_

Cassandra Pride  
Cassandra Pride  
President of Council

12/11/24  
Date

Attest: Margaret Sikon  
Margaret Sikon, Clerk of Council

12/11/24  
Date

Filed with the Mayor: ✓

12/12/24  
Date

Approved By: [Signature]  
Michael L. Booker, Mayor

12/12/24  
Date



**PEP Invoice Summary**

For Village of Highland Hills

Effective Date: 01/01/2025

Invoice Number: R5276PC2025-1

Coverage	Invoiced
General Liability	\$5,478
Auto Liability	\$3,148
Law Enforcement Liability	\$2,779
Public Officials Liability	\$698
Auto Physical Damage	\$6,354
Property/Boiler & Equipment	\$34,028
Crime	\$92
<b>Total</b>	<b>\$52,577</b>

Please make check payable to Public Entities Pool and mail to the following address:

Public Entities Pool  
10100 Innovation Drive  
Suite 220  
Dayton, OH 45342