

Village of Middlefield Regular Council Minutes
November 7, 2013

Council met in regular session. The Mayor called the meeting to order at 7:00 p.m. with the following members present: Mr. Bill Blue, Mr. Carl Hornung, Mr. Scott Klein, Mr. Richard Seyer, and Mr. Ronald Wiech. Mr. Carl Hofstetter Jr. was absent.

Also present: Dan Weir – Administrator, Tiffany Mekeel – Fiscal Officer, Charles Ehrhart – Director of Streets & Utilities, Arnold Stanko – Chief of Police, Billie Warren – Program Supervisor, Recreation Department, Steven Roessner – Foresight Engineering, Village Zoning Inspector, Thomas Lee – Taft Law, Village Solicitor, Kim Breyley – Middlefield Post, Ann Wishart – MapleLeaf, Sam Morrow – Resident, Glen Valley, Richard and Judy Stone – Resident, Woodsong, and Alex Duncan – Resident.

Opening Ceremony: The Pledge of Allegiance was cited.

Agenda: agenda was accepted as presented.

Approval of Minutes: October 3, 2013 regular meeting – Mr. Hornung moved to approve the minutes, seconded by Mr. Wiech; on the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

Payment of Bills: Mr. Blue moved to authorize payments totaling \$386,369.82, seconded by Mr. Hornung; on the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

INCOME TAX REPORT – No Report

FISCAL OFFICER REPORT – No Report

DIRECTOR OF STREETS & UTILITIES REPORT – No Report

Questions/Comments for the Director of Streets & Utilities

Mayor Garlich stated that he would like an update on the total meters replaced. Mr. Ehrhart stated that he would discuss this with Mrs. Ehrhart; she has a breakdown.

POLICE REPORT – No Report

Questions/Comments for the Chief of Police

Mr. Seyer asked what a school lock down training was. Chief stated it was training for emergency situations. Mr. Seyer also asked if Chief notifies other merchants in the community when a case of counterfeit money is passed. He suggested that information be released to other merchants so they can be aware of the situation.

ZONING INSPECTOR'S REPORT – No Report

PARKS & RECREATION REPORT – No Report

Questions/Comments for the Program Supervisor

Mayor Garlich announced that the Home for the Holidays program should not require a registration fee to participate; Mr. Seyer agreed. The fee will be eliminated and will be announced on the website and FaceBook page. Mr. Wiech reported that he had several residents who run/walk in the parks; and would like to know if the Village could keep the restrooms open later in the season. Mr. Ehrhart stated that he would look into it. Some

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of the restrooms do not have heat; therefore, the Village needs to close the restrooms to avoid costly expenses from pipes freezing.

FIRE DEPARTMENT REPORT – No Report

AMBULANCE REPORT – No Report

FINANCIALS – No Report

PUBLIC PARTICIPATION – None

MAYOR ANNOUNCEMENT

Mayor Garlich asked that everyone keep Mr. Daniel Gyure and Mr. Dennis Parton in their thoughts and prayers as both recover from some serious health conditions. Mayor Garlich also announced that there will be lighting in the center of town. There will be music, hot chocolate, and holiday cheer.

FIRST READING

RESOLUTION 13-21 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PURCHASE VARIOUS MATERIALS AND SUPPLIES FROM CERTAIN SELLERS DURING 2014 AND DECLARING AN EMERGENCY

Mayor Garlich introduced Resolution 13-21 by title only. Mr. Klein moved to waive the required readings and declare an emergency. Mr. Hornung seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED. Mr. Hornung moved to pass Resolution 13-21, Mr. Blue seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

ORDINANCE 13-147 AN ORDINANCE ENACTING NEW SECTION 135.09 OF THE CODIFIED ORDINANCES TO CREATE THE POSITION OF VILLAGE ECONOMIC DEVELOPMENT DIRECTOR, AND DECLARING AN EMERGENCY

Mayor Garlich introduced Ordinance 13-147 by title only. Mr. Wiech moved to waive the required readings and declare an emergency. Mr. Blue seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED. Mr. Hornung moved to pass Ordinance 13-147, Mr. Wiech seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

ORDINANCE 13-148 AN ORDINANCE ENACTING NEW SECTION 181.20 OF THE CODIFIED ORDINANCES TO UPGRADE THE VILLAGE'S PREVIOUS JOB CREATION INCOME TAX CREDIT PROGRAM

Mayor Garlich introduced Ordinance 13-148 by title only. Mr. Wiech moved to place on first reading; Mr. Hornung seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

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ORDINANCE 13-149 AN ORDINANCE ENACTING NEW SECTIONS 1131.05(a)(93), 1165.02(ii), 1165.05(g) and 1135.04(l) AND AMENDING OF THE CODIFIED ORDINANCES TO AUTHORIZE WALL MURAL SIGNS AS CONDITIONAL USES IN NONRESIDENTIAL ZONING DISTRICTS.

Mayor Garlich introduced Ordinance 13-149 by title only. Mr. Klein moved to place on first reading; Mr. Hornung seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED. A public hearing is scheduled for Thursday, January 9, 2014 at 7:30 p.m.

ORDINANCE 13-150 AN ORDINANCE REPEALING EXISTING CHAPTER 1133 AND AMENDING EXISTING CHAPTER 1101 OF THE CODIFIED ORDINANCES TO TRANSFER THE RESPONSIBILITIES OF THE BOARD OF ZONING APPEALS TO THE PLANNING COMMISSION, AND TO MAKE CERTAIN TECHNICAL AMENDMENTS.

Mayor Garlich introduced Ordinance 13-150 by title only. Mr. Blue moved to place on first reading; Mr. Hornung seconded. Mr. Seyer announced that he is not in favor of this legislation. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, and Mr. Wiech voted yea; Mr. Seyer voted nay; motion CARRIED. A public hearing is scheduled for Thursday, January 9, 2014 at 7:30 p.m.

ORDINANCE 13-151 AN ORDINANCE AMENDING EXISTING SECTION 942.01 OF THE CODIFIED ORDINANCES TO PLACE CERTAIN LIMITS ON THE VILLAGE'S OBLIGATION TO PROVIDE TREE AND BRUSH REMOVAL.

Mayor Garlich introduced Ordinance 13-151 by title only. Mr. Hornung moved to place on first reading; Mr. Blue seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

ORDINANCE 13-152 AN ORDINANCE ACCEPTING THE ANNEXATION OF 0.28 ACRES OF LAND IN MIDDLEFIELD TOWNSHIP.

Mayor Garlich introduced Ordinance 13-152 by title only. Mr. Wiech moved to place on first reading; Mr. Hornung seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

SECOND READING

RESOLUTION 13-20 A RESOLUTION AUTHORIZING INTENT TO DISPOSE OF UNNEEDED, OBSOLETE OR UNFIT MUNICIPAL OWNED PERSONAL PROPERTY VIA INTERNET AUCTION IN CALENDAR YEAR 2014.

Mayor Garlich read Resolution 13-20 by title only. Mr. Hornung moved to place on second reading; Mr. Wiech seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

THIRD READING – None

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UNFINISHED BUSINESS – None

NEW BUSINESS

Market Analysis: Mayor Garlich reported on the market analysis. This will give the Village an idea of what the Village needs. The Village is using Ms. Kirby Date, a student from CSU to complete the analysis. This was a cost effective way of conducting the market analysis.

Website Analysis: Ms. Breyley provided a report on internet data for the month of October. The most popular pages for the month of October were Halloween announcement, the police department, and the photo gallery.

Agreement for Use of School Facilities for Recreation Programs: Mr. Blue moved to authorize the Village to enter into an agreement with the school, seconded by Mr. Hornung; on the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

Pay Request #7: Mr. Weir provided council with a pay request for the Sperry Lane project totaling \$130,754.34. Mr. Klein moved to authorize payment totaling \$130,754.34, seconded by Mr. Wiech; on the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

Pay Request: Mr. Weir provided council with a pay request for concrete work done behind Heritage Square totaling \$11,698.00. Mr. Hornung moved to authorize payment totaling \$11,698.00, seconded by Mr. Klein; on the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

Pay Request: Mr. Weir provided council with a pay request for road work done on Linda Drive totaling \$25,692.45. Mr. Wiech moved to authorize payment totaling \$25,692.45, seconded by Mr. Klein; on the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

Final Pay Request: Mr. Weir provided council with the final pay request for the Glen Valley Drive project; phase 1 totaling \$24,801.80. Mr. Blue moved to authorize payment totaling \$24,801.80, seconded by Mr. Hornung; on the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED.

Letter from John Miller; Trapping Permit: Mr. Weir provided council with a copy of Mr. Miller's letter. Mayor Garlich stated that the trapping permit be issued to the first requestor. The permit will be issued yearly and will run season to season.

VILLAGE COUNCIL COMMITTEE REPORTS and COMMUNICATIONS

Economic Development (Mayor Garlich/Mr. Blue/Mr. Wiech)

Mayor Garlich announced that the committee has divided a list of tasks that will be completed; the Village entrances, the airport, market analysis, job incentives, and W. High Street update.

Finance & Ordinance (Mr. Klein/Mr. Hofstetter/Mr. Hornung) – No Report

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Streets, Sidewalks, & Utilities (Mr. Hornung/Mr. Klein/Mayor Garlich) – No Report

Parks & Recreation (Mr. Seyer/Mr. Hofstetter/Mayor Garlich) – No Report

Planning & Zoning (Mr. Klein/Mayor Garlich) – No Report

Public Safety (Mr. Blue/Mr. Wiech/Mr. Seyer) – No Report

VILLAGE CALENDAR

Mr. Seyer announced that the recreation meeting has changed. It is no longer the 3rd Wednesday of every month at 8:00 a.m.; it is now the 3rd Thursday of every month at 8:00 a.m. Mrs. Mekeel announced that the planning and zoning meeting scheduled for Thursday, December 26th at 7:00 p.m. has been moved to Thursday, December 19th at 7:00 p.m. The safety committee meeting also scheduled for Thursday, December 26th has been cancelled. The finance meeting and council meeting scheduled for Thursday, January 2, 2014 at 5:30 p.m. and 7:00 p.m. respectively have been cancelled and moved to Thursday, January 9, 2014 at 5:30 p.m. and 7:00 p.m.

Executive Session: Council convened an Executive Session at 8:38 p.m. to discuss a possible new hire; 2014 employee wage increase; and possible land acquisition. Mr. Wiech moved; Mr. Hornung seconded. On the roll call Mr. Blue, Mr. Hornung, Mr. Klein, Mr. Seyer, and Mr. Wiech voted yea; motion CARRIED. The Village Administrator and Solicitor joined them.

Reconvene Open Meeting: At 8:58 p.m., the Mayor announced the public portion of the meeting reconvened.

Action resulting from Executive Session: The Mayor announced there was no action to take.

ADJOURNMENT

Mr. Wiech moved; Mr. Blue seconded to adjourn the meeting at 8:59 p.m. motion CARRIED.

DATE APPROVED: _____

ATTESTED BY: _____ **Ben Garlich, Mayor**

ATTESTED BY: _____ **Tiffany Mekeel, Fiscal Officer**