

**VILLAGE OF MIDDLEFIELD'S
STREETS, SIDEWALKS & UTILITIES MEETING
MARCH 3, 2016**

The Village of Middlefield's Streets, Sidewalks and Utilities Committee was called to order at 12:00 noon by Chairman Mr. Hornung with the following members present: Mr. Carl Hornung, Mr. Sam Morrow and Mayor Ben Garlich.

Also present: Mr. Dan Weir – Administrator, Charlie Ehrhart-Director of Streets & Utilities, Ms. Leslie McCoy-Econ Dir./Zoning Insp. and Police Chief Tucholski.

Agenda: No additions or deletions. Discussion on Mr. Dolan

Minutes of February 4, 2016 were presented for approval. ***Mr. Morrow moved to approve the minutes as presented, seconded by Mr. Hornung. All in favor: Yeas (3).***

OLD BUSINESS

1. **Cemetery Headstone maintenance – Status:** Mr. Weir stated that he spoke with Portage Stone and Gravel and they gave him the name of Joe LaMay. Mr. Weir spoke with him and he will viewing the cemetery in the spring once the weather breaks.
2. **General Discussion – Spring and Summer Projects:** Mr. Ehrhart stated that Phil Miller Construction will be starting to repair some of the catch basins in the village. Also need to do something with the intersection of South Springdale and Lake Avenue. Discussed the possibility of grinding; have to watch the loops for the traffic lights. Discussed possible project for grants applications. Discussed the repairs that are needed on Tare Creek Parkway. The Municipal Center parking lot needs some repairs also. Ms. McCoy asked if the village has a list showing what each road is rated in needs of repair. Mr. Weir stated that this is included in the 5 year plan.
3. **Mr. Dolan – Discussion:** This was discussed at the last meeting. Get a cost for disconnection but not actually do the disconnection. One the cost for the disconnection from the system has been paid then the minimum bill will not be required. The meter will have to be removed. The disconnection/reconnection fee will be \$1,000.00.

NEW BUSINESS

1. **Adjustment Journal – February:** No adjustments were made in February.
2. **Proposal from Urban Growers for Flowers:** Urban growers submitted a proposal for the baskets and the flower bed plantings. The Village receives a lot of positive comments regarding the flowers. The price for 2016 planting is exactly the same price as the price for 2015. Discussion regarding what kind of framing/planters to put around the entrance signs. ***It is the consensus of the Streets, Sidewalks & Utility Committee to recommend this contract to Council for approval.***

3. **Proposal from S&S Landscaping for Landscaping Services:** Discussed the contracts and what is included. Discussed what the service department mows and maintains. The person that the village uses as a seasonal part-time person will not be coming back this year; the department will have to look at replacing him. The proposed contract has about a 5% increase in cost. ***It is the consensus of the Streets, Sidewalks & Utilities Committee to recommend this contract to Council for approval.***
4. **Proposal from Signal Service to Upgrade Traffic & PED Signals to LED and Install Battery Back-Up – West High Street & Lake Avenue:** Mr. Ehrhart stated that this is one of the last intersection that needs to be done with the battery back-up. ***It is the consensus of the Streets, Sidewalks & Utilities Committee to approve this improvement.***
5. **Glen Valley PS Spare Pump – Ohio Pump Company:** Mr. Ehrhart stated that this is pump station that has the issue in October. Still have one pump that needs to be pulled and sent into be rebuilt. Currently it can take up to 12 weeks to get a pump repaired. Would like to have a spare pump on hand due to the length of time it takes to get a pump repaired. Mr. Morrow asked if the pumps are on any kind of maintenance program. The pumps are sealed. Mayor Garlich suggested calling the repair company to see what it would cost for the village to keep repair parts on inventory at their locations.
6. **Glen Valley Pay Request #5 –Final – in the amount of \$16,941.25:** Mr. Weir stated that this is the retainer. Mayor Garlich made a motion to recommend this final pay request to Council, seconded by Mr. Hornung. All in favor: Yeas (3).
7. **Creek Restoration Estimate from Horvanscek & Associates:** Mr. Ehrhart stated that this estimate is for the creek behind the fire department. The dirt has been removed from around the pipe. Need to move the creek back over; it is eroding on the bike path side. This project will have to be approved by the Army Corp of Engineers. Discussion regarding the culvers. The committee will take a look at the culvert at the next meeting, weather permitting.
8. **Sale of Large Snowblower:** The snowblower needs a motor added so it's not really usable by the village. Will put this on GovDeals. Mr. Hornung made a motion to approve the sale of the snowblower on GovDeals, seconded by Mr. Morrow. All in favor: Yeas (3).

EXECUTIVE SESSION –

Mr. Hornung made a motion to adjourn into executive session at 1:03 pm to discuss personnel, seconded by Mr. Morrow. All in favor: Yeas (3).

ADJOURNMENT

There being no further business before the Streets, Sidewalks & Utilities Board, the meeting adjourned at 1:18 pm.

PENDING

1. **Edgewood Drive Repair**
2. **Salt Storage**
3. **Cemetery Headstone Maintenance**