

**VILLAGE OF MIDDLEFIELD'S
STREETS, SIDEWALKS & UTILITIES MEETING
AUGUST 24, 2017**

The Village of Middlefield's Streets, Sidewalks and Utilities Committee was called to order at 5:30 pm by Chairman Mr. Morrow with the following members present: Mr. Sam Morrow, Mr. Ron Wiech and Mayor Garlich.

Also present: Ms. Leslie McCoy-Administrator, Chief Tucholski-Director of Streets & Utilities and Mr. Nick Giardina.

Agenda: No additions or deletions.

Minutes of July 27, 2017 were presented for approval. ***Mr. Wiech moved to approve the minutes as presented, motion seconded by Mr. Morrow. All in favor: Yeas (3).***

OLD BUSINESS Nothing before the committee

NEW BUSINESS

1. **Adjustment Journal – July:** Ms. McCoy stated that most of the corrections where due to the garbage not being applied correctly. The committee would like clarification on two of the accounts. ***Mr. Wiech made a motion to accept the adjustment journal as presented, motion seconded by Mr. Morrow. All in favor: Yeas (3).***
2. **Utility Rates – Yearly Review:** Ms. McCoy explained the spreadsheet that was given to the committee. Operation costs are increasing more than the 3% increase that has been implemented each year. Operation cost are increasing due to maintenance and the age of the plants. Discussion regarding the senior discount and the percentage of accounts. Discussion regarding comparison of rates to other communities. The committee feels that this should be discussed further in Finance and at least a 5% increase is needed this year.
3. **Capital Improvement Plan for 2018-2019 – Impact Fee:** Ms. McCoy stated that she made revisions to the Capital Improvement plan and the calculation is within about .04 to the current impact fee. Ms. McCoy would not recommend any changes to the current impact fee. The impact fee is charged to any new construction whether residential, commercial or Industrial. ***Mayor Garlich made a motion to keep the Impact Fees at the current rates, motion seconded by Mr. Wiech. All in favor (3)***
4. **Tare Creek Patch and Seal:** Chief Tucholski stated that Tare Creek needs some major repairs. The Department will be getting some hot mix to fill in the major holes. The department will also be crack sealing this road and several others in town; will get the machine for free and only have to pay for material. Discussion regarding funding that might be available in the future for the resurfacing of the road.
5. **Muni Lot Fix and Joint Seal:** The Muni Lot is in need of some repairs and sealing. The GoodNews and Advanced Accounting have agreed to repair their sections of the lot and also a catch basins should be installed and repaired. Mr.

Wiech recommended installing parking meters in the lot to help recoup some money for the repairs and the maintenance of the Muni Lot. Discussed also perhaps assessing the cost to the businesses that use the lot.

- 6. General Discussion:** The new tractor has been delivered and tires has been changed. The department took down three trees in the last few weeks. Discussion regarding a tree at the cemetery that might need to be taken down. Had Ripley Tree do the stump grinding and the spots have been cleaned and top soil has been applied and seeded. Discussion regarding a crosswalk at Northview. Have to check with ODOT due to the proposed crosswalk going across state route 87. Discussion regarding the project from ODOT for paving and repairs on 608. Discussion regarding the mats in all the buildings in the village. Ms. McCoy gave the information to the committee regarding the web portal that would allow ebilling for the water and sewer. Discussed waiving the admin fee if a resident would sign up for the ebilling. Discussion regarding the street lights change out to LED. Will start with one area and see how it looks. Water tower will begin on Monday.

EXECUTIVE SESSION – Nothing before the committee

ADJOURNMENT

There being no further business before the Streets, Sidewalks & Utilities Commission, the meeting adjourned at 6:34 pm.

PENDING

Creek behind Fire Station:

Water Tower Inspection Report:

House Number Program:

Infrastructure Budget/Maintenance Inventory:

Water Tower – Sludge Removal