

Village of Middlefield Finance and Ordinance Minutes
March 9, 2017

The Finance & Ordinance meeting was called to order at 6:00 p.m. with the following members present: Mr. Rick Seyer -Chair, Mr. Scott Klein and Mr. Ron Wiech.

Also present: Mr. Nick Giardina-Fiscal Officer, Ms. Leslie McCoy - Administrator, Lt. Savage, Chief Tucholski and Ms. Billie Warren – Recreation Director.

Agenda: No additions or deletions to the minutes.

Approval of Minutes: February 9, 2017 meeting minutes were presented for approval. ***Mr. Klein made a motion to approve the minutes as presented, seconded by Mr. Wiech. Roll call: Yeas (6).***

OLD BUSINESS

1. **Village Finances – Discussion:** Mr. Giardina stated that Water and Sewer is down compared to last year about \$12,000.00. The delinquencies are down about \$9,000.00 from last year. Discussion regarding the delinquencies. Income Tax is running pretty close to where collection were last year. Receipt are up so far this year and expenses are done holding steady.

NEW BUSINESS

1. **OWDA Program – Motion to Bid:** Ms. McCoy stated that the village needs to do some maintenance and repair to the south tower, fencing & gates. Chief Tucholski went through the repairs that are needed. The tower needs to be drained and the interior need to be sandblasted and painted. The vent cap needs to be replaced and the outside needs to be painted also. The fence needs to be repaired and maintained to the fire hydrant. The estimated cost is approximately \$170,000.00 and there are some loans available. To qualify the project needs to be a shovel ready program. ***Mr. Wiech made a motion to recommend the OWDA Program to Council for approval, motion seconded by Mr. Klein. Roll call: Yeas (3).***
2. **Water/Sewer Billing Frequency – Residential Accounts:** Ms. McCoy stated that there is a monthly proposal included in the packet. Mr. Giardina stated that there was a discussion regarding the need for monthly billing. The concern is the outlay of payment to Rumpke for the garbage. The Village will have already paid three months of the bills to Rumpke before the residents even get the first bill. It has been requested by many residents, especially with adding the extra cost of the garbage. There would be steadier cash flow per month. Discussed changing the proposed due date. Mr. Klein stated that he is in favor of the monthly billing. ***Mr. Klein made a motion to recommend the monthly billing to Council with a change to the proposed due date, motion seconded by Mr. Wiech. Roll call: Yeas (3)***
3. **Combining Credit Limit of Village Administrator and Economic Development Director onto one credit card:** This is just a technicality. ***Mr. Klein made a motion to approve the combining of the credit limit, motion seconded by Mr. Wiech. Roll call: Yeas (3).***
4. **Resolution 17-04 A Resolution Amending the Agreement with the Cardinal Local School District and Chem Tech Properties LTD to Provide for a Lump Sum Payment by Chem Tech to Cardinal in Lieu of the Partially-Abated Real Estate**

- Taxes Pursuant to Resolution 12-24 and 14-21, and Declaring an Emergency:** The payment has already been done. *Mr. Klein made a motion to recommend Resolution 17-04 to Council, motion seconded by Mr. Wiech. Roll call: Yeas (3).*
5. **Resolution 17-05 A Resolution Declaring it Necessary to Renew the Levy of a Tax in Excess of the Ten Mill Limitation for Ambulance Service, Emergency Medical Service or Both:** Discussion regarding the reduced amount. There is currently \$60,000.00 in the fund currently. Once the bids are received the 1.45 mill could be less. *Mr. Wiech made a motion to recommend Resolution 17-05 to Council, motion seconded by Mr. Klein. Roll call: Yeas (3).*
 6. **Ordinance 17-103 An Ordinance Authorizing Various Activities Related to the Village Community Day, Waiving any Prohibitions of the Codified Ordinance Regarding Same, and Declaring an Emergency:** This can be declared an emergency but go through the three readings. *Mr. Klein made a motion to recommend Ordinance 17-103 to Council, motion seconded by Mr. Wiech. Roll call: Yeas (3).*
 7. **Ordinance 17-104 An Ordinance Establishing the 2017 Permanent Appropriations, and Declaring an Emergency:** No discussion. *Mr. Klein made a motion to recommend Ordinance 17-104 to Council, motion seconded by Mr. Wiech. Roll call: Yeas (3).*
 8. **Ordinance 17-105 An Ordinance Increasing Certain Fees Imposed by the Village, and Declaring an Emergency:** Ms. McCoy stated that the fee for the sprinklers have never been raised. This is a 3% increase in the fee. *Mr. Wiech made a motion to recommend Ordinance 17-105 to Council, motion seconded by Mr. Klein. Roll call: Yeas (3).*
 9. **Ordinance 17-106 An Ordinance Creating the Position of Treatment Plant Operations Manager and Amending the Position of Plant Operator/Laborer to Improve the Efficiencies of the Water and Waste Water Divisions of the Streets & Utilities Department, and Declaring an Emergency:** Chief Tucholski stated that all the three current plant Employees have the same title. Mr. Cipolla needs to be considered the plant manager. This is just a clerical change and cleans up a lot of the paperwork. *Mr. Wiech made a motion to recommend Ordinance 17-106 to Council, motion seconded by Mr. Klein. Roll call: Yeas (3).*
 10. **Ordinance 17-107 An Ordinance Reclassifying Michael Cipolla to the Title of "Treatment Plant Operations Manager", and Declaring an Emergency:** *Mr. Wiech made a motion to recommend Ordinance 17-107 to Council, motion seconded by Mr. Klein. Roll call: Yeas (3).*
 11. **Ordinance 17-108 An Ordinance Amending Existing Section 123.01 of the Codified Ordinances to Modify the Posting Requirements for Village Legislation and Other Notices:** Currently posting at 4 location and the newspaper. This legislation is just cleaning up the currently legislation the boards have been removed from Giant Eagle and FirstMerit. *Mr. Wiech made a motion to recommend Ordinance 17-108 to Council, motion seconded by Mr. Klein. Roll call: Yeas (3).*

EXECUTIVE SESSION: Nothing before the committee.

ADJOURNMENT

There being no further business before the Finance & Ordinance Committee the meeting adjourned at 6:50 p.m.

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