

Village of Middlefield Finance and Ordinance Minutes
January 11, 2018

The Finance & Ordinance meeting was called to order at 6:00 p.m. with the following members present: Mr. Sam Morrow, Mr. Scott Klein and Ms. Kaitlyn Arganti.

Also present: Mayor Garlich, Mr. Nick Giardina-Fiscal Officer, Ms. Leslie McCoy - Administrator, Chief Tucholski, Lt. Savage, Ms. Joyce Porozynski and Ms. Jess Giardina.

Agenda: No additions or deletions to the minutes.

Approval of Minutes: November 9, 2017 meeting minutes were presented for approval. Minutes were approved as presented. All in favor: Yeas (3)

OLD BUSINESS

1. **Village Finances – Discussion:** Discussion regarding the tax collections and the water and sewer collections. Both collection are up for the year of 2017. There are several projects coming up in 2018 including the Tare Creek Pipeline and Road repairs. Payroll is down due to the consolidations of the two positions in 2017 and not as much vacation buy out at the end of the year. Income Tax came in at about 2.7 million; company withholding have increased. The debt payment has just been made. Interest came in over \$20,000. The Recreation transfer was only \$75,000.00 for the year; this is typically \$80,000 to \$95,000 per year. Transferred more money to the General Fund per the County Budget Commissions request.

NEW BUSINESS

1. **Motion to Open Bank Account for Utility and Garbage Deposits:** Ms. McCoy stated that the department need to isolate these deposits due to the different payment options. ***Mr. Klein made a motion to recommend Opening this bank account to council, motion seconded by Mr. Morrow. All in favor: Yeas (3).***
2. **Resolution 18-01 A Resolution Approving the 2018 Traffic Sign Retro Reflectivity Program for the Village of Middlefield, Ohio:** This is an annual renewal. Signs are replaced as needed. ***Mr. Klein made a motion to recommend Resolution 18-01 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).***
3. **Resolution 18-02 A Resolution Requesting the Geauga County Auditor to Provide Tax Advances for the 2018 Collection Periods, and Declaring an Emergency:** This is to request an advance on the property tax collection. ***Mr. Klein made a motion to recommend Resolution 18-02 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).***
4. **Resolution 18-03 A Resolution Designating February 2018 Heart Disease Awareness Month, and February 8, 2018 Middlefield Means Health Day, and Declaring an Emergency:** Mr. Morrow and Mayor Garlich both stated that they were very impressed and that the people were very helpful and very knowledgeable. ***Mr. Klein made a motion to recommend Resolution 18-03 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).***
5. **Resolution 18-04 A Resolution Authorizing the Transfer of Funds and Declaring an Emergency:** Mr. Giardina stated that this list the transfers that were required or

- needed. **Mr. Morrow made a motion to recommend Resolution 18-04 to Council, motion seconded by Mr. Klein. All in Favor/Roll call: Yeas (3).**
6. **Resolution 18-05 A Resolution Authorizing the Fiscal Officer to Act as the Designated Representative of the Members of the Village of Middlefield Council for Purpose of Required Public Records Training: This is a yearly renewal. Mr. Klein made a motion to recommend Resolution 18-05 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).**
 7. **Resolution 18-06 A Resolution Requesting Loan Financing from the Ohio Water Development Authority for Costs Associated with the Tare Creek Water and Sewer Line Extension Project by the Village of Middlefield, Geauga County, Oh.: Mr. Klein made a motion to recommend Resolution 18-06 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).**
 8. **Resolution 18-07 A Resolution Authorizing and Directing the Fiscal Officer to Create a Special Fund, Entitled "Unclaimed Funds", effective December 31, 2017, and Declaring an Emergency: Mr. Giardina stated that this is a recommendation from the state auditor. Its roughly \$3,000.00 and after 5 years it can be returned to the General Fund. Mr. Morrow made a motion to recommend Resolution 18-07 to Council, motion seconded by Mr. Klein. All in favor: Yeas (3).**
 9. **Ordinance 18-101 An Ordinance Authorizing Various Activities Related to the 4th Annual Adult Egg Hunt, Waiving any Prohibitions of the Codified Ordinances Regarding same, and Declaring an Emergency: Mr. Morrow made a motion to recommend Ordinance 18-101 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**

EXECUTIVE SESSION:

Mr. Klein made a motion to adjourn into executive session at 6:17 pm to discuss personnel, motion seconded by Mr. Morrow. All in favor: Yeas (3).

Meeting reconvened at 6:30 pm.

ADJOURNMENT

There being no further business before the Finance & Ordinance Committee the meeting adjourned at 6:46 p.m.