

**Village of Middlefield Council Minutes**  
**January 11, 2018**

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Council met in regular session. Mayor Garlich called the meeting to order at 7:00 p.m. with the following members present: Mr. Carl Hornung, Mr. Scott Klein, Mr. Bill Blue, Mr. Sam Morrow, Mr. Ron Wiech and Ms. Kaitlyn Arganti.

**Also present:** Ms. Leslie McCoy - Administrator, Chief Tucholski, Lt. Savage, Mr. John Boksansky-Zoning Inspector, Mr. Nick Giardina-Fiscal Officer, Ms. Jess Giardina, Ms. Billie Warren-Recreation Director, Mr. Alex Duncan, Ms. Joyce Porozynski, Mr. Dick Stone, Chief Bill Reed, Ms. Frances Hanna, Mr. Roger Hanna, Ms. Ann Wishart-Maple Leaf and Ms. Paula Shenal-CCAN.

**Opening Ceremony:** The Pledge of Allegiance was recited.

**Agenda:** No additions or deletions to the Agenda.

**Approval of Minutes:** December 7, 2017 regular meeting – ***Mr. Hornung moved to approve the minutes as presented, seconded by Mr. Blue. Roll call: Yeas (5). Ms. Arganti abstains as she was not in attendance.***

**Payment of Bills:** ***Mr. Wiech moved to authorize payments totaling \$792,856.14 motion seconded by Mr. Morrow. Roll call: Yeas (6).*** This includes the semiannual loan payments.

**FISCAL OFFICER'S REPORT: Income Tax and Financials** – Report is included in the packet. Mr. Giardina stated that the year ended with a net of over \$600,000.00. Income tax collection was down for the year. Transfer to the Recreation Department was down. Increasing the transfer to the Equipment Replacement Fund. There are several projects on the books for 2018. The village saved money by consolidating positions and by not having as much vacation bought out at the end of the year.

**ECON DEVELOPMENT:** Report is included in the packet. Have been preparing for the Jobs Ohio Industrial Parkway site visit at the end of February. Researching funding options for the various projects. The first Middlefield Means Health Day was today. Mr. Blue stated that it was run very smoothly. Mayor Garlich gave an overview of what is included in the day. Next month will be Heart Healthy month. They gave away free pedometers today to keep track of your steps.

**ZONING REPORT:** Report is included in the packet. Mr. Boksanski stated that December was a slower month and he went over the various permits issued. There have been several violations and several have come to compliance. Dollar tree has begun the white box build out. Discussion regarding need for some traffic control in that plaza.

**DIRECTOR OF STREETS & UTILITIES REPORT** – Report is included in the packet. The month of December has 93 hours of overtime. The lowpro truck was down but is repaired and ready to go for this weekend. The department did a lot of snow removal. Salt supplies are stocked. Had a water main break on Monday night and the area south of town was without water for a short period of time. Needed to replace 7 feet of the pipe. Discussed financing to change out the line; seems to be an issue with this old pipe.

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**POLICE REPORT** – Report is included in the packet. Chief Tucholski gave the statistics for the month of December. There were 328 calls for service. 4,746 call for service for the year. Discussion regarding the road conditions and accident reports.

**PARKS & RECREATION REPORT** – Report is included in the packet. Ms. Warren stated that Basketball will be starting back up for this weekend. The Recreation Department made the decision to move back the start time due to the expected weather. The wrestling team will be attending a tournament later this month. The youth coloring contest has finished and awards have been given. Continuing meeting with Geauga Lyric Theater to discuss workshops for this summer. Looking at doing 2 productions. The Egg Hunts will be March 24<sup>th</sup>; the Youth at Jordak and the adult at Mineral Lake.

**FIRE DEPARTMENT REPORT** - Report is included in the packet. Chief Reed gave the statics for the month of December. 796 total runs for the year; new department record for runs. Hopefully once the weather breaks the department will be constructing a live fire location in Huntsburg; this should help the ISO rating.

**AMBULANCE REPORT** – Report is included in the packet. Ms. Shenal stated that she did the report this month and she did not include the statistics that Mr. Koepf has been included. Two new trucks are coming into service and one of them will be stationed here in the village.

**PUBLIC PARTICIPATION-**

Mr. Stone stated that his understanding was that there was a boil alert and many residents did not know about the alert. Mayor Garlich stated that the village is aware of the complaints and the village is setting up a Robocall program to make communicating with the residents better. The Boil Alert was put on Facebook and the website which is adequate for the EPA but the village wants to do better.

Mayor Garlich introduced Kaitlyn Arganti to Council.

Chief Reed stated that he feels that the village businesses need to be included in the Neat Streets. Complained about businesses that have lights out in the letters.

**FIRST READING -**

**RESOLUTION 18-01 A RESOLUTION APPROVING THE 2018 TRAFFIC SIGN RETRO REFLECTIVITY MAINTENANCE PROGRAM FOR THE VILLAGE OF MIDDLEFIELD, OHIO.**

Mayor Garlich introduced Resolution 18-01 by title only.

Mr. Hornung made a motion to place Resolution 18-01 on first reading, motion seconded by Mr. Morrow. Roll call: Yeas (6).

**RESOLUTION 18-02 A RESOLUTION REQUESTING THE GEAUGA COUNTY AUDITOR TO PROVIDE TAX ADVANCES FOR THE 2018 COLLECTION PERIODS, AND DECLARING AN EMERGENCY.**

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Mayor Garlich introduced Resolution 18-02 by title only.

Mr. Morrow made a motion to waive the required reading and declare Resolution 18-02 an emergency, motion seconded by Mr. Wiech. Roll call: Yeas (6).

This is yearly legislation. This allows the village to collect tax money early in the year; if this was not done the village would not get the money until sometime in July.

Mr. Morrow made a motion to **PASS** Resolution 18-02, motion seconded by Mr. Hornung. Roll call: Yeas (6).

**RESOLUTION 18-03 A RESOLUTION DESIGNATING FEBRUARY 2018 HEART DISEASE AWARENESS MONTH, AND FEBRUARY 8, 2018 MIDDLEFIELD MEANS HEALTH DAY, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 18-02 by title only.

Mr. Blue made a motion to waive the required readings and declare Resolution 18-03 an emergency, motion seconded by Morrow. Roll call: Yeas (6)

Mr. Hornung made a motion to **PASS** Resolution 18-02, motion seconded by Mr. Klein. Roll call: Yeas (6).

**RESOLUTION 18-04 A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 18-04 by title only.

Mr. Giardina stated that this is done each year. Can't have any line items with a negative number. Per the County Budget Commission there was a larger than normal transfer.

Mr. Hornung made a motion to waive the required readings and declare Resolution 18-04 an emergency, motion seconded by Mr. Wiech. Roll call: Yeas (6)

Mr. Hornung made a motion to **PASS** Resolution 18-04, motion seconded by Mr. Blue. Roll call: Yeas (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.**

Mayor Garlich introduced Resolution 18-05 by title only.

Mr. Hornung made a motion to place Resolution 18-05 on first reading, motion seconded by Mr. Morrow. Roll call: Yeas (6).

**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.**

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Mayor Garlich introduced Resolution 18-06 by title only.

Ms. McCoy stated that this is just so once the bidding process is done and the village has a final number then the loan can be applied for funding. This is for the ODOT Project.

Mr. Hornung made a motion to place Resolution 18-06 on first reading, motion seconded by Mr. Morrow. Roll call: Yeas (6).

**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.**

Mayor Garlich introduced Resolution 18-07 by title only.

Mr. Giardina stated that it was recommended by the state auditor the funds be moved from the General Fund and after 5 years then the money can be moved back and used. There is approximately \$3,000.00 to be transferred.

Mr. Hornung made a motion to waive the required reading and declare Resolution 18-07 an emergency, motion seconded by Mr. Wiech. Roll call: Yeas (6).

Mr. Morrow made a motion to **PASS** Resolution 18-07, motion seconded by Mr. Klein. Roll call: Yeas (6).

**ORDINANCE 18-101 AN ORDINANCE AUTHORIZING VARIOUS ACTIVITIES RELATED TO THE 4<sup>TH</sup> ANNUAL ADULT EGG HUNT, WAIVING ANY PROHIBITIONS OF THE CODIFIED ORDINANCES REGARDING SAME, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-101 by title only.

Mr. Wiech made a motion to waive the required reading and declare Ordinance 18-101 an emergency, motion seconded by Mr. Blue. Roll call: Yeas (6).

Mr. Hornung made a motion to **PASS** Ordinance 18-101, motion seconded by Mr. Morrow. Roll call: Yeas (6).

**SECOND READING**

**THIRD READING**

**OLD BUSINESS**

1. **LED Street Lighting:** Ms. McCoy stated that the village will be doing the downtown business district. Hoping to apply for the NOPEC Grant. This includes 20 fixtures. This should be completed within the first quarter.

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**NEW BUSINESS**

1. **Web Site Report – Kim Breyley:** Ms. Breyley stated that views are down about 13% from last year. But views are up and the time that people spend on pages is also up. Police Blotter is still the number one page.
2. **Alpaca Shearing Demonstration Request:** Ms McCoy stated that Ms. Fox requests permission from Council to hold the demonstration at her home on Elmwood. She has submitted three dates. Mr. Hornung made a motion to permit the demonstration on the requested dates, motion seconded by Mr. Klein. Roll call: Yeas (6).
3. **Library MOU – Buggy Path:** The library is still committed to going forward to installing a trail from the buggy path to the library. This basically allows the library to connect their private path to the villages & the park districts bike paths. Discussion regarding whether the path will be paved. The Library will be responsible for all the upkeep.
4. **Motion to Open Bank Account for Utility and Garbage Deposits:** With the many different routes available for collections is has become very complicated to balance the accounts. On the suggestion of the software company to open a separate account to deposit just water, sewer and garbage collection. Money will be moved into the water rents, sewer rents and garbage rents line items. ***Mr. Klein made a motion to approve the opening of the bank account for the deposit of the Utility and garbage collections, motion seconded by Mr. Morrow. Roll call: Yeas (6).***

**COMMITTEE REPORTS and COMMUNICATIONS**

**Parks & Recreation (Mr. Hornung/Ms. Arganti/Mayor Garlich)** – No meeting in December.

**Public Safety (Mr. Blue/Mr. Morrow/Mr. Klein)** – No meeting in December.

**Finance & Ordinance (Mr. Wiech/Mr. Blue/Mr. Hornung)** – No meeting in December.

**Streets, Sidewalks, & Utilities (Mayor Garlich/Mr. Hornung/Mr. Morrow)** – No meeting in December.

**Economic Development Committee** (Mayor Garlich, Mr. Blue, Mr. Hornung, Mr. McDowell, Mr. Dietrich, Mr. Schill, Ms. Breyley) – No meeting in December.

**Planning & Zoning (Mayor Garlich/Mr. Klein/Mr. Linberg/Mr. Dietrich/)** – No meeting in December

**VILLAGE CALENDAR:**

**EXECUTIVE SESSION:** Nothing before Council.

Mr. Klein made a motion to adjourn into executive session to discuss personnel at 8:05 pm, motion seconded by Mr. Hornung. All in favor: Yeas (6).

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The meeting reconvened at 8:19 pm.

Mr. Klein made a motion to contribute \$1,000.00 to all full time employee H.S.A. accounts and \$1000.00 to full time employees who are not on the insurance, motion seconded by Mr. Hornung. All in favor: Yeas (6).

There being no further business before Council the regular session adjourned at 8:21 pm.

**Approved:** \_\_\_\_\_  
**MAYOR**

**Attest:** \_\_\_\_\_  
**FISCAL OFFICER**

DRAFT