

**Village of Middlefield Council Minutes**  
**March 8, 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, Mr. Tom Lee-Village Solicitor, Chief Tucholski, Lt. Savage, Mr. John Boksansky-Zoning Inspector, Mr. Nick Giardina-Fiscal Officer, Ms. Jess Giardina, Ms. Billie Warren-Recreation Director, Ms. Joyce Porozynski, Ms. Linda Smallwood-Cardinal School Board, Mr. Alex Duncan, Ms. Ann Wishart-MapleLeaf, Chief Bill Reed-Middlefield Fire Department, Ms. Barb Rayburn-Cardinal School Board, Mr. Roger Hanna.

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

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

**Approval of Minutes:** February 8, 2018 regular meeting – ***Mr. Hornung moved to approve the minutes as presented, seconded by Mr. Morrow. Roll call: Yeas (5).***

**Payment of Bills:** ***Mr. Morrow moved to authorize payments totaling \$318,843.33 motion seconded by Mr. Hornung. Roll call: Yeas (5).***

**FISCAL OFFICER'S REPORT: Income Tax and Financials** – Report is included in the packet. Income tax collections are up about 7.9%. Water and sewer are solid and collections are holding. Expenses are down.

**ECON DEVELOPMENT:** Report is included in the packet. McCoy stated that the Ohio Site Visit was held in February and will use the information collected to better market the vacant properties to commercial & industrial developers. The bike trail ribbon cutting will be April 21 at 10:00 am and will be held in the pocket park. The S. Springdale project is on course. Will receiving a grant and loans and could end up only costing the village \$50,000. Researching different kinds of financing for other projects. Received a Grant from NOPEC for the \$1,500.00 for fishing day and community day. Mayor Garlich complimented Ms. McCoy on her presentation on the site visit.

**ZONING REPORT:** Report is included in the packet. Mr. Boksansky stated that three house permits were approved. Aldi's contractor has been chosen; Veteran Construction will be the General Contractor and are scheduled for have shovels in the ground April 2. This store is slated to be larger than Chardon's store. Dollar Tree has finished the façade construction, signage has been approved and permits have been issued. Mayor Garlich commented on the LED lights that have been changed by the Illuminating Company.

**DIRECTOR OF STREETS & UTILITIES REPORT** – Report is included in the packet. The department has 17 hours of overtime in the month of February. Did maintenance and repairs to the downtown pump station. Two different trees fell in the creek between Arby's and CVS. A tree from the north property fell on the fence at the WTP. That has been cleaned up and repaired. The department has been busy with snow removal, rebuilding some of the plows, they are aging and replaced some cutting edges. There are 2 catch basins on SR 87 that need repair, have talked to the state about this matter and they will get to them when they can. Signal service is scheduled to come out in the

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next month and do the yearly service to all the traffic light; verify all the traffic patterns are correct. The department has been doing some road repairs and maintenance on the vehicles.

**POLICE REPORT** – Report is included in the packet. Chief Tucholski gave the statistics for the month of February. There were 303 calls for service to date. The department is fully staffed. Officer Spitler is currently training with officer Naudad. Fill a cruiser will be held on March 17<sup>th</sup> from 9-2pm.

**PARKS & RECREATION REPORT** – Report is included in the packet. Ms. Warren stated that the department is currently taking registration for the spring sports and program. Registration for the GLT has opened. The walking program started yesterday; 9 participants came in. The Egg Hunt tickets are on sale now and the Hunts will be held on March 24<sup>th</sup>. Kitchen kids will starting soon. Still taking registration for Munchkin Sports. The adult basketball league is filling up. Working on the Summer/Fall programs. Discussion regarding the Open Gym Class that the department is offering this summer. Adult dodge ball league will be held over the summer.

**FIRE DEPARTMENT REPORT** - Report is included in the packet. Chief Reed gave the statistics for the month of February. 151 runs for the year, this total is up from last year. Have received 2 overseas containers for the training center.

**AMBULANCE REPORT** – Report is on the desk.

**PUBLIC PARTICIPATION-**

Mayor Garlich did a demonstration of the new web portal and how easy it is to work. He paid his current bill and registered his account for paperless.

**FIRST READING -**

**RESOLUTION 18-11 A RESOLUTION AUTHORIZING THE VILLAGE ENGINEER TO PREPARE PLANS, SPECIFICATIONS, AND ADVERTISE FOR BIDS FOR THE S. SPRINGDALE AVENUE ROAD PROJECT, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 18-11 by title only.

Mr. Hornung made a motion to waive the required readings and declare Resolution 18-11, motion seconded by Mr. Morrow. Roll call: Yeas (5).

Possibly look at approximately \$50,000 from the village for their share. The rest will be paid for through grant and low interest loans.

Mr. Blue made a motion to **PASS** Resolution 18-11, motion seconded by Mr. Morrow. Roll call: Yeas (5).

**RESOLUTION 18-12 A RESOLUTION DESIGNATING APRIL 2018 ASTHMA AND ALLERGY AWARENESS MONTH, AND APRIL 12, 2018 MIDDLEFIELD MEANS HEALTH DAY, AND DECLARING AN EMERGENCY.**

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Mayor Garlich introduced Resolution 18-12 by title only.

Mr. Hornung made a motion to waive the required reading and declare Resolution 18-12 an emergency, motion seconded by Mr. Blue. Roll call: Yeas (5).

Mr. Klein made a motion to **PASS** Resolution 18-12, motion seconded by Mr. Hornung. Roll call: Yeas (5).

**ORDINANCE 18-106 AN ORDINANCE INCREASING CERTAIN FEES IMPOSED BY THE VILLAGE, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-106 by title only.

The village administrator reviews these fees each year.

Mr. Morrow made a motion to waive the required readings and declare Ordinance 18-106 an emergency, motion seconded by Mr. Hornung. Roll call: Yeas (5).

Mr. Morrow made a motion to **PASS** Ordinance 18-106, motion seconded by Mr. Blue. Roll call: Yeas (5).

**ORDINANCE 18-107 AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MIDDLEFIELD, OHIO.**

Mayor Garlich introduced Ordinance 18-107 by title only.

Mr. Morrow made a motion to place Ordinance 18-107 on first reading, motion seconded by Mr. Hornung. Roll call: Yeas (5).

**ORDINANCE 18-108 AN ORDINANCE AUTHORIZING VARIOUS ACTIVITIES RELATED TO THE VILLAGE COMMUNITY DAY AND WAIVING ANY PROHIBITIONS OF THE CODIFIED ORDINANCE REGARDING SAME.**

Mayor Garlich introduced Ordinance 18-108 by title only.

This event will be held on June 16<sup>th</sup> starting at 4:30 pm and food will be supplied by the Hunger Squad and will have a band for entertainment. The evening will wrap up with fireworks.

Mr. Hornung made a motion to place Ordinance 18-108 on first reading, motion seconded by Mr. Blue. Roll call: Yeas (5).

**ORDINANCE 18-109 AN ORDINANCE AMENDING SECTION 907.04(A) THROUGH 907.04(D) AND 907.07(A) AND (B) OF THE CODIFIED ORDINANCES TO WAIVE ADMINISTRATIVE FEES FOR CUSTOMERS WHO RECEIVE THEIR UTILITY BILLS USING ELECTRONIC BILLING, TO MAKE CERTAIN TECHNICAL AMENDMENTS, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-109 by title only.

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Mr. Hornung made a motion to waive the required reading and declare Ordinance 18-109 an emergency, motion seconded by Mr. Morrow. Roll call: Yeas (5).

Mr. Blue made a motion to **PASS** Ordinance 18-109, motion seconded by Mr. Morrow. Roll call: Yeas (5).

**ORDINANCE 18-110 AN ORDINANCE ESTBALISHING THE 2018 PERMANENT APPROPRIATIONS, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-110 by title only.

Mr. Morrow made a motion to waive the required reading and declare Ordinance 18-110 an emergency, motion seconded by Mr. Hornung. Roll call: Yeas (5).

Mr. Hornung made a motion to **PASS** Ordinance 18-110, motion seconded by Mr. Morrow. Roll Call: Yeas (5).

**SECOND READING**

**THIRD 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. Morrow made a motion to place Resolution 18-01 on second reading, motion seconded by Mr. Hornung. Roll call: Yeas (5).

**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 18-02 by title only.

Mr. Hornung made a motion to place Resolution 18-02 on second reading, motion seconded by Mr. Blue. Roll call: Yeas (5).

**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.**

Mayor Garlich introduced Resolution 18-06 by title only.

The engineer estimate is \$300,000 will have a bid opening in May.

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Mr. Morrow made a motion to place Resolution 18-06 on second reading, motion seconded by Mr. Hornung. Roll call: Yeas (5).

**OLD BUSINESS**

**NEW BUSINESS**

1. **Web Site Report – Kim Breyley:** Views are down again and mobile use is still around 50%. Police blotter is the still the number one viewed page. Looked at creating an app for the village.
2. **School Security:** The Police Chief has had conversations with the Superintendent of the schools regarding a School Resource Officer. The police department could be willing to use the part-time officer budgeted monies to pay for the departments full time off duty officer to be at the school for their flat rate fee of \$30.00 per hour for 2 hours per day for a 178 day of school. No one will know the officers schedule on any given day. Would like to see the school match to allow an officer to be in the school for 4 hours. Discussion regarding metal detectors in the school. The units can process a kid in 2 seconds to keep the lines moving. Possibly three units at each school. Could possibly do a cost share with the school. Chief Reed asked if there was any grant money available to purchase the metal detector. Still looking into possible funding. Discussion regarding possible training for the teachers with the CCW.
3. **Road Maintenance:** Ms. McCoy went through the various projects that are in the works and the estimated costs. The estimates cost to do all the projects would be \$1,830,900. With an additions cost of \$123,000 for the repairs to Lake Street.

**COMMITTEE REPORTS and COMMUNICATIONS**

**Parks & Recreation (Mr. Hornung/Ms. Arganti/Mayor Garlich)** – Minutes are included in the packet.

**Public Safety (Mr. Blue/Mr. Morrow/Mr. Klein)** – Minutes are included in the packet.

**Finance & Ordinance (Mr. Wiech/Mr. Blue/Mr. Hornung)** – Minutes are included in the packet.

**Streets, Sidewalks, & Utilities (Mayor Garlich/Mr. Hornung/Mr. Morrow)** – Minutes are in the packet.

**Economic Development Committee (Mayor Garlich, Mr. Blue, Mr. Hornung, Mr. McDowell, Mr. Dietrich, Mr. Schill, Ms. Breyley)** – Minutes are in the packet.

**Planning & Zoning (Mayor Garlich/Mr. Klein/Mr. Linberg/Mr. Dietrich/)** – Minutes are included in the packet.

**VILLAGE CALENDAR:**

**EXECUTIVE SESSION:**

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Mr. Klein made a motion to adjourn into executive session at 8:15 pm to discuss personnel, motion seconded by Mr. Hornung. All in favor: Yeas (5)

The meeting reconvened at 8:58 pm.

There being no further business before Council the regular session adjourned at 8:59 pm.

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

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

DRAFT