

Village of Middlefield Finance and Ordinance Minutes
May 10, 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. Jess Giardina, Ann Wishart-Maple Leaf and Ms. Joyce Porozynski.

Agenda: No additions or deletions to the minutes.

Approval of Minutes: April 5, 2018 meeting minutes were presented for approval. Ms. Arganti made a motion to approve the minutes as presented, motion seconded by Mr. Klein. All in favor: Yeas (3)

OLD BUSINESS

1. **Village Finances – Discussion:** Ended up being a pretty good month for tax collection; up from last year. All the revenue sources are up compared to last year. Expenses are still down and collections are still up. Payroll is trending about \$53,000 compared to last year. Will probably end up around \$20,000.00; had a lot of overtime and also the police department is fully staffed. Mr. Giardina stated that he met with Home Saving and they are offering a pretty high yield interest rate. Currently have money in Huntington. Would like to see if Huntington will match the rate or if the committee would be willing to transfer the investment to Home Savings. Rates are increasing for the CD's but still pretty low.

NEW BUSINESS

1. **Senior Discount for Utilities:** Ms. McCoy stated that she would like to have a discussion regarding giving renters the ability to get the discount also. This would change the Ordinance to read that the residence does not have to be owner occupied. Will make a resolution and bring it back next month.
2. **Resolution 18-16 A Resolution Designating June 2018 Obesity Awareness Month, and June 14, 2018 Middlefield Means Health Day, and Declaring an Emergency:** No discussion held. **Mr. Klein made a motion to recommend Resolution 18-16 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**
3. **Resolution 18-17 A Resolution Authorizing the Purchase of Specified Insurance from Love Insurance Agency, and Declaring an Emergency:** Ms. McCoy stated that this is our liability Insurance. The policy went up a little bit due to the property values going up and also included a beefed up the cyber security policy. About 2.7% increase. Chief Tucholski stated that when it comes to Cyber security there cannot be enough. **Mr. Arganti made a motion to recommend Resolution 18-17 to Council, motion seconded by Mr. Klein. All in favor: Yeas (3).** Discussion regarding the fact that no other companies will bid the product due to so many claims. Had several claims within 5 years.

4. **Ordinance 18-115 An Ordinance Accepting the Bid of _____ for the Tare Creek Water and Sanitary Line Extension Project, in an Amount not to Exceed \$ _____, as the Lowest and Best Bid, and Establishing a Special Fund Entitled "Tare Creek Water and Sanitary Line extension OWDA Fund", as Prescribed by R.C. §5705.09(f), and Declaring an Emergency:** Discussion regarding whether to go into executive session. References for the two lowest are included. The engineer asked for references and wrote out what the answers were. The basic response for the lowest bidder was that they need a lot of supervision and that there is litigation pending with the Mahoning County Sanitary Engineer. The difference between the low bidder and the second bidder is approximately \$30,000 and they are new to underground pipe work. Neither of the lowest two bidders got recommendation that said they could not complete the work. The time frame for the project is 60 days. Mr. Morrow questioned if bidders 3 & 4 see something that the 2 lowest bidders did not see due to their bids being so close in price. There are 3 options; bids can be thrown out and rebid, can hire a seasoned contractor at a higher bid price and finally you can award the contract to the second lowest bidder. Funding cannot be solidified until the contract has been awarded. Ms. McCoy stated that the lowest bidder at the bid opening stated that there will need to be change orders needed. Discussion regarding the inspector and what his job would entitle. Chief Tucholski stated that this project is fairly easy. Lengthy discussion regarding the project. Mr. Morrow stated that he is not comfortable with the two lowest bidders. Mr. Klein stated that he feels with the references that the two lowest bidders are not the best bidder. Mr. Wiech suggested that maybe ODOT will supply an inspector. Work could potentially start in July and completed in August/September. **Mr. Klein made a motion to recommend Ordinance 18-115 to Council with Xpress Underground as the lowest bidder and not to exceed \$238,270.00, motion seconded by Ms. Arganti. All in favor: Yeas (2). Mr. Morrow voted no.**

EXECUTIVE SESSION: Nothing before the committee.

ADJOURNMENT

There being no further business before the Finance & Ordinance Committee the meeting adjourned at 6:42 p.m.