

**VILLAGE OF MIDDLEFIELD'S
STREETS, SIDEWALKS & UTILITIES MEETING
MAY 24, 2018**

The Village of Middlefield's Streets, Sidewalks and Utilities Committee was called to order at 5:30 pm by Chairman Mr. Hornung with the following members present: Mr. Sam Morrow, and Mayor Garlich.

Also present: Ms. Leslie McCoy-Administrator and Ms. Joyce Porozynski.

Agenda: No additions or deletions.

Minutes of March 22, 2017 were presented for approval. ***Mr. Morrow moved to approve the minutes as presented, motion seconded by Mr. Hornung. All in favor: Yeas (3).***

OLD BUSINESS

1. **Budget:** Ms. McCoy stated that to this point in the year receipts are up compared to last year. Some of the vehicles needed some major's repairs.

NEW BUSINESS

1. **Adjustment Journal – March and April 2018:** Discussion regarding the corrections. There was an error removing the administration fee from the paperless billing account. Ms. Ehrhart wrote that it is a two-step process and she completed step two but not step one. ***Mayor Garlich made a motion to approve the adjustment journal as submitted, motion seconded by Mr. Hornung. All in favor: Yeas (6).***
2. **Summer Projects:** Discussion regarding the ODOT buggy lane study. Ms. McCoy stated that she spoke with Mr. Cappello regarding South Springdale Project. Completing the plans, bid it and then apply for the OWDA money. Discussion regarding the quotes on Pierce and Button; \$19,000 to repair both. Mayor Garlich stated that this is one of the many reasons why the levy is needed. Discussion regarding the deterioration of the various parking lots that need repaired. Tare Creek Parkway is also scheduled for repairs. Discussion regarding the catch basins and the Mayor wants ODOT to get in here immediately to get those repaired. Discussion regarding the cul-d-sac at the end of Glen Valley. Discussion regarding the village property that will be sprayed for Mosquitos. Discussion regarding the Bike Path and the cleanup of the litter and the village is running the street sweeper on the path.
3. **Equipment – Updates on repairs Streets Department:** Currently replacing the tarps over the sludge tanks.
4. **Treatment Plants - Update on Water/Wastewater Treatment Plant Repairs:** Discussion regarding items recently repaired.
5. **General Discussion:**
 - eBilling Overview: There is currently 141 residents signed up for paperless billing. 71 residents are on Auto pay.

- Water Meter Installation – Update: Discussion regarding the Hubs needed and the cost to install for auto reading. This would eliminate the need for a service department employee to drive around and read the meter.
- Grass Cutting: Discussion regarding the residential properties that need to be mowed. Lengthy discussion regarding what other communities do to handle this issue.
- Discussion regarding installing LED lighting on Alameda. Discussion regarding relocating the electronic sign board from the front of the Muni Center to the pocket park. Discussion regarding cleaning up the entrance signs with the dead shrubbery. Feels the service crew should be on top of keeping the area cleaned up. Ms. Porozynski asked about the lights at the pocket park. Requested to have them on at night. They are on a timer and will make sure it is set correctly.

EXECUTIVE SESSION

ADJOURNMENT

There being no further business before the Streets, Sidewalks & Utilities Commission, the meeting adjourned at 6:33 pm.

PENDING

Creek behind Fire Station:

House Number Program:

Infrastructure Budget/Maintenance Inventory: