

**Village of Middlefield Finance and Ordinance Minutes**  
**September 13, 2018**

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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, Ms. Billie Warren and Ms. Joyce Porozynski.

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

**Approval of Minutes:** August 9, 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:** Mr. Giardina stated that Income Tax is up and water/sewer collections are down for the month compared to last year. Expenses are up from last year however total receipts are also up. There will be 2 large infrastructure projects in the last quarter of the year. Levy #18 was discussed, this is a .25% increase to the income tax only to be used for infrastructure repair, maintenance and improvements.

**NEW BUSINESS**

1. **Resolution 18-26 A Resolution to Adopt a Use Policy for Credit Cards Issued by the Village, and Declaring an Emergency:** Ms. McCoy stated that this is required by a bill that was recently passed. This just goes more in depth than the resolution issuing the cards to the department heads. Discussion regarding the use of personal credit card and the points that are earned; this will no longer be allowed. Discussion regarding the points that are earned on the current credit cards. **Mr. Klein made a motion to recommend Resolution 18-26 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).**
2. **Resolution 18-27 A Resolution Designating October 2018 Breast Cancer Awareness Month, and October 11, 2018 Middlefield Means Health Day, and Declaring an Emergency:** No discussion held. **Mr. Morrow made a motion to recommend Resolution 18-27 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**
3. **Resolution 18-28 A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor, and Declaring an Emergency.** Ms. McCoy stated that these numbers come from the County Budget Commission. This Resolution accepts the amounts for all Tax Levies. **Mr. Klein made a motion to recommend Resolution 18-28 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).**
4. **Resolution 18-29 A Resolution Authorizing the Village Administrator to Execute and File an Application with the Northeast Ohio Areawide Coordinating Agency to Apply for the “Transportation for Livable Communities Initiative” Program for Integrated Transportation and Land Use Planning and Projects that Strengthen**

- Community Livability and Declaring an Emergency:** Ms. McCoy stated that this is a 100% grant to do a transportation study for the Village. Once the study is done then there is implementation money available. **Mr. Klein made a motion to Recommend Resolution 18-29 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**
5. **Resolution 18-30 A Resolution Authorizing Intent to Dispose of Unneeded, Obsolete or Unfit Municipal Owned Personal Property via Internet Auction in Calendar Year 2019:** Ms. McCoy stated that this is a yearly requirement. Discussion held about the chairs that were seized in the Internet Café case that is still pending. There are a few things at the service department that can go. There will also be a couple cruisers that will be available after the first of the year. **Mr. Klein made a motion to recommend Resolution 18-30 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).**
6. **Ordinance 18-126 An Ordinance Employing Alexis Smith as a Full-Time Laborer, at the Rate of \$18.00 per hour, Ratifying the Hiring of Smith to August 16, 2018, and Declaring an Emergency:** Discussion regarding the wage that Smith is starting at and whether there is a range for starting wages. Discussion regarding the work that Smith will be responsible for. Discussion regarding the water main repair, Smith was pulled to work on this. **Ms. Arganti made a motion to recommend Ordinance 18-130 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).**

**EXECUTIVE SESSION:** Nothing before the committee.

**ADJOURNMENT**

There being no further business before the Finance & Ordinance Committee the meeting adjourned at 6:30 p.m.