

**Village of Middlefield Council Minutes**  
**November 8, 2018**

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Council met in regular session. Mayor Garlich called the meeting to order at 7:05 p.m. with the following members present: Mr. Carl Hornung, Mr. Scott Klein, Mr. Bill Blue, Mr. Ron Wiech and Ms. Kaitlyn Arganti. Mr. Sam Morrow was excused.

**Also present:** Ms. Leslie McCoy - Administrator, Mr. Tom Lee-Solicitor, Chief Tucholski, Lt. Savage, Mr. John Boksansky-Zoning Inspector, Mr. Nick Giardina-Fiscal Officer, Ms. Jess Giardina, Ms. Billie Warren-Recreation Director, Chief Bill Reed, Mr. Alex Duncan, Mr. Roger Hanna, Ms. Ann Wichert, Ms. Joyce Porozynski, and Mr. Dan Mix.

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

**Agenda:** Add School Consolidation to Old Business.

**Approval of Minutes:** October 11, 2018 regular meeting – ***Mr. Hornung moved to approve the minutes as presented, seconded by Mr. Blue. Roll call: Yeas (5).***

**Payment of Bills:** ***Mr. Wiech moved to authorize payments totaling \$342,540.20 motion seconded by Mr. Hornung. Roll call: Yeas (5).***

**FISCAL OFFICER'S REPORT: Income Tax and Financials** – Report is included in the packet. Mr. Giardina stated that Income Tax collection for last month was down compared to last year. Withholding is up and is holding strong. Individual and business return collections finished the month down. Water and sewer collection are down considerably compared to last year. Looking at having a positive carryover of close to \$400,000.00 compared to last year which will be used to cover some major projects proposed for next year.

**AMBULANCE REPORT** – Report is included in the packet. Mayor Garlich commented that response times seem to be improving.

**FIRE DEPARTMENT REPORT** - Report is included in the packet. Chief Reed gave the statistics for the month of October. There are 683 runs for the year. Chief Reed thanked all the volunteers that assisted with the Halloween Party. The department was given a 40 foot Scotty Public Education Trailer from Willoughby. This trailer will be used to help teach children the correct way to get out of fires. Mayor Garlich thanked the Fire Department for hosting the after party at the Fire Hall.

**ECON DEVELOPMENT:** Report is included in the packet. Ms. McCoy stated that she is continuing to work with ongoing projects. Currently researching funding for the 5 year Capital Improvement Plan. Gave a presentation to NOACA for the Transportation for Livable Community Initiative Transportation Study. Working on marketing for the vacant Tractor Supply space. Reviewing the total capacity for the industrial areas within the Village.

**ZONING REPORT:** Report is included in the packet. Mr. Boksansky stated that things have been busy in October. Discussion regarding a letter sent to a homeowner on Sperry regarding the motor home that summers there. Mr. Hornung thanked Mr. Boksansky regarding the homeowner on Crestwood regarding the conditions of the property. The village does recognize that the property is not in the village but the

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gentlemen is willing to work on the condition of the property. Mr. Klein would like to discuss the motor home further in Planning Commission.

**STREETS, SIDEWALKS & UTILITIES REPORT** – Report is included in the packet. Chief Tucholski stated that the department has been dealing with pump and motor breakdowns. The 80 millimeter motor in the downtown pump station went down and went out. Called around for repair cost; looking at \$5,000 to \$6,000 with a 6 week turn around. The equipment is ageing and the department is doing as much maintenance in house as possible to extend the life of the equipment. The gate has been replaced at the pump station. Branch chipping has been completed for the year, currently picking up leaves; the guys have been out 2 to 3 days this week. Getting the trucks prepared for winter. Some repairs were needed. Currently have 75 tons of salt in the shed and another 75 ton ordered. Discussion regarding the holiday decorations and when the rest of the decorations will be installed.

**POLICE REPORT** – Report is included in the packet. Chief Tucholski gave the statistics for the month of October. There were 430 calls for service this month. There was one OVI in the month of October. There are two new police vehicles ordered for after the first of the year. Officer Suschak's last day of work will be tomorrow. Currently taking applications for any interested qualified officers that might be interested in a full-time or part-time position. Discussion regarding the metal detectors at the schools.

**PARKS & RECREATION REPORT** – Report is included in the packet. Ms. Warren stated that the football season is complete and the varsity football team won the championship game in October. Volleyball ended with a tournament last weekend. The paint and sip scheduled for this weekend has been canceled due to lack of participation. The Kitchen Kids Program finished the session with pizza cups and chocolate cupcakes. The recreation department is offering a one day cookie making class. The basketball program has started with practices games will start in December. The teen survey has been sent out to the high school students and just waiting on responses. The Annual Tree Lighting will be held on November 23<sup>rd</sup> and 7:00 pm. UH hospitals will be providing the refreshments and the Cardinares will be performing. "Letters to Santa" is ready to go and will be starting November 26<sup>th</sup> and ending by December 14<sup>th</sup> to ensure that Santa can return all the letters. The coloring contest starts December 1st and ends December 14<sup>th</sup>. The village will once again be holding the "Home for the Holidays Outdoor Decorating Contest". Judging will be held on December 10<sup>th</sup>.

**PUBLIC PARTICIPATION-**

Discussion regarding council and mayor purchasing poinsettias from the Historical Society. Fill a Cruiser is this weekend from 10-2pm at Walmart and Sav-a-lot. Village hall is closed on Monday for Veterans Day Observed. Mayor Garlich read a statement regarding the passing of Levy 18.

**Election – President Pro-Tempore of Council:** This will be postponed due to Mr. Morrow not being at the meeting.

**Appointment by Mayor – Council Member Committee (chairman is first name)**

Finance and Ordinance (2<sup>nd</sup> Thursday at 5:30 pm)

Scott Klein

Bill Blue

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Carl Hornung  
Public Safety (2<sup>nd</sup> Thursday at 6:30 pm)  
Carl Hornung  
Ron Wiech  
Kaitlyn Arganti  
Streets, Sidewalks & Utilities (Tuesday before Council 5:30 pm)  
Sam Morrow  
Ron Wiech  
Recreation Committee (2<sup>nd</sup> Thursday at 5:00 pm)  
Kaitlyn Arganti  
Sam Morrow  
Economic Development (Quarterly, Tuesday before Council at 6:00 pm)  
Bill Blue  
Scott Klein  
David McDowell  
Dave Dietrich  
Dick Schill  
Kim Breyley  
Planning Commission (Tuesday before Council at 7:00 pm)  
Dave Dietrich

**APPOINTMENTS BY MAYOR**

Cemetery Sexton  
Marcia Bryson  
Development Loan Review Committee  
Dave Dietrich  
Bob Baker  
David McDowell  
Fire Prevention Officer  
Chief Bill Reed  
Revolving Loan Fund Review Committee  
Scott Klein  
Bill Blue  
Dave Dietrich  
Dave McDowell  
Bob Baker  
Tom Lee  
Local Board of Tax Review  
Joe Tucholski  
East Geauga Fire District  
Carl Hornung

**APPOINTMENT BY COUNCIL**

Local Board of Tax Review-Mr. Blue made a motion to reappoint, motion seconded by Mr. Klein.  
Bob Baker  
Dave McDowell

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**FIRST READING -**

**RESOLUTION 18-34 A RESOLUTION DESIGNATING DECEMBER 2018 FINANCIAL AND STRESS AWARENESS MONTH, AND DECEMBER 13, 2018 MIDDLEFIELD MEANS HEALTH DAY, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 18-34 by title only.

Mr. Hornung made a motion to waive the required readings and declare Resolution 18-34 an emergency, motion seconded by Ms. Arganti. Roll call: Yeas (5).

Mr. Wiech made a motion to **PASS** Resolution 18-34, motion seconded by Mr. Hornung. Roll call: Yeas (5).

**RESOLUTION 18-35 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH MEDICAL MUTUAL FOR THE PROVISION OF HEALTH CARE INSURANCE FOR VILLAGE EMPLOYEES AT A MONTHLY COST OF \$15,618.66 AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 18-35 by title only.

Mr. Caito the Village's Insurance Broker gave a brief overview of the increase and the details of shopping the market. The increase this year was 5.15%.

Mr. Wiech made a motion to waive the required readings and declare Resolution 18-35 an emergency, motion seconded by Mr. Hornung. Roll call: Yeas (5).

Mr. Hornung made a motion to **PASS** Resolution 18-32, motion seconded by Mr. Klein. Roll call: Yeas (5).

**RESOLUTION 18-36 A RESOLUTION ADOPTING A CAPITAL IMPROVEMENT PLAN FOR THE VILLAGE, WHICH PLAN INCLUDES WHAT WAS PREVIOUSLY DESIGNATED AS THE "UTILITY CAPITAL IMPROVEMENTS PLAN" AS ADOPTED PURSUANT TO CHAPTER 913 OF THE CODIFIED ORDINANCES, FOR THE FIVE CALENDAR YEARS COMMENCING IN 2019, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 18-36 by title only.

Mayor Garlich stated that this is the outline showing the proposed projects that the village would like to tackle over the next 5 years. Mr. Giardina stated that there will be a special fund just for the 0.25% increase in the collections.

Mr. Klein made a motion to declare Resolution 18-36 an emergency and place it on 1<sup>st</sup> reading, motion seconded by Mr. Hornung. Roll call: Yeas (5)

**RESOLUTION 18-37 A RESOLUTION SPECIFYING THE SERVICES TO BE PROVIDED TO THE PROPERTY OWNED BY FIRST UNITED METHODIST CHURCH OF MIDDLEFIELD UPON ANNEXATION TO THE VILLAGE, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 18-37 by title only.

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Mayor Garlich stated that the church has owned the property north of the village and this resolution states that the utilities must be run to the north end of the property.

Mr. Wiech made a motion to waive the required readings and declare Resolution 18-37 and emergency, motion seconded by Mr. Blue. Roll call: Yeas (5).

Mr. Hornung made a motion to **PASS** Resolution 18-37, motion seconded by Mr. Wiech. Roll call: Yeas (5).

**ORDINANCE 18-131 AN ORDINANCE AUTHORIZING THE VILLAGE FISCAL OFFICER TO CONTRIBUTE TO EACH EMPLOYEES HSA ACCOUNT AND COMPENSATE EACH FULL-TIME EMPLOYEE NOT ON THE EMPLOYEE HEALTH INSURANCE PLAN, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-131 by title only.

This will be **TABLED** until December

**ORDINANCE 18-135 AN ORDINANCE AMENDING EXISTING SECTION 911.08 OF THE CODIFIED ORDINANCES TO PROVIDE FOR A FIVE PERCENT INCREASE IN WATER RATES, COMMENCING JANUARY 1, 2019, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-135 by title only.

Mayor Garlich stated that earlier in the year Council voted to allow renters to also receive the discount and the number of renters that have taken advantage is higher than expected.

Mr. Klein made a motion to waive the required reading and declare Ordinance 18-135 an emergency, motion seconded by Mr. Hornung. Roll call: Yeas (4). Mr. Wiech voted no

Mr. Hornung made a motion to **PASS** Ordinance 18-135, motion seconded by Mr. Klein. Roll call: Yeas (4). Mr. Wiech voted no.

**ORDINANCE 18-136 AN ORDINANCE AMENDING EXISTING SECTION 907.04 OF THE CODIFIED ORDINANCES TO PROVIDE FOR A FIVE PERCENT INCREASE IN SEWER RATES, COMMENCING JANUARY 1, 2019, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-136 by title only.

Mr. Hornung made a motion to waive the required readings and declare Ordinance 18-136 an emergency, motion seconded by Mr. Klein. Roll call: Yeas (4). Mr. Wiech voted no.

Mr. Blue made a motion to **PASS** Ordinance 18-136, motion seconded by Ms. Arganti. Roll call: Yeas (4). Mr. Wiech voted no.

**ORDINANCE 18-137 AN ORDINANCE AMENDING THE 2018 PERMANENT APPROPRIATIONS AND DECLATING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-137 by title only.

Mr. Giardina stated that this is just minimal adjustments to the funds and will be submitted to the Auditor.

Mr. Hornung made a motion to waive the required readings and declare Ordinance 18-137 an emergency, motion seconded by Mr. Wiech. Roll call: Yeas (5).

Mr. Blue made a motion to **PASS** Ordinance 18-137, motion seconded by Mr. Wiech. Roll call: Yeas (5).

**SECOND READING**

**ORDINANCE 18-127 AN ORDINANCE ENACTING NEW CHAPTER 377 OF THE CODIFIED ORDINANCES TO AUTHORIZE AND REGULATE THE USE OF PRIVATE TRANSPORTATION VEHICLED ON NON-MAIN PUBLIC ROADWAY WITH IN THE VILLAGE.**

Mayor Garlich introduced Ordinance 18-127 by title only.

Mr. Klein made a motion to place Amended Ordinance 18-127 on second reading, motion seconded by Mr. Hornung. Roll call: Yeas (5).

**ORDINANCE 18-128 AN ORDINANCE ENACTING NEW SECTION 501.016 OF THE CODIFIED ORDINANCES TO PROVIDE FOR REIMBURSEMENT TO THE VILLAGE FROM ANY PERSON WHO IS THE SUBJECT OF MORE THAN ONE EMERGENCY SERVICE CALL FOR TREATMENT FOR AN ACTUAL OR SUSPECTED NARCOTICS INGESTION OR EVERDOSE, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-128 by title only.

Mr. Hornung made a motion to place the amended Ordinance 18-128 on second reading, motion seconded by Mr. Klein. Roll call: Yeas (4). Mr. Wiech voted no.

**ORDINANCE 18-129 AN ORDINANCE ESTABLISHING THE SALARIES AND WAGE RATES FOR THE NON-POLICE EMPLOYEES OF THE VILLAGE EFFECTIVE JANUARY 1, 2019, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-129 by title only.

Mr. Blue made a motion to place Amended Ordinance 18-129 on second reading, motion seconded by Mr. Hornung Roll call: Yeas (5).

**ORDINANCE 18-130 AN ORDINANCE ESTABLISHING THE WAGE RATES FOR POLICE OFFICERS OF THE VILLAGE, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-130 by title only.



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Mr. Wiech made a motion to place Ordinance 18-130 on second reading, motion seconded by Ms. Arganti. Roll call: Yeas (5).

**ORDINANCE 18-132 AN ORDINANCE HIRING ADVANCED ACCOUNTING CONSULTANTS TO ASSIST THE VILLAGE'S FISCAL OFFICER WITH CERTAIN ACCOUNTING AND BOOKKEEPING FUNCTIONS, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-132 by title only.

Mr. Giardina stated that the Treasury Investment Board changed the way the village invests funds. About three years ago the village was collecting about \$2,000 to 3,000 per year in investment and the village is trending to finish 2018 with about \$50,000 earned in interest.

Mr. Wiech made a motion to place Ordinance 18-132 on second reading, motion seconded by Mr. Hornung. Roll call: Yeas (5).

**ORDINANCE 18-133 AN ORDINANCE EMPLOYING THOMAS J. LEE AS VILLAGE SOLICITOR AND LEGAL COUNSEL FOR THE VILLAGE OF MIDDLEFIELD FOR JANUARY 1, 2019-DECEMBER 31, 2020, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-133 by title only

Mr. Hornung made a motion to place Ordinance 18-133 on second reading, motion seconded by Mr. Blue. Roll call: Yeas (5).

**ORDINANCE 18-134 AN ORDINANCE APPOINTING THE FIRM OF STEPHEN HORVANCSEK & ASSOCIATES AS VILLAGE ENGINEER FOR THE PERIOD OF JANUARY 1, 2019 THROUGH DECEMBER 31, 2020, AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR THE PROVISION OF SAID SERVICES, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 18-134 by title only.

Mr. Klein made a motion to place Ordinance 18-134 on second reading, motion seconded by Mr. Wiech. Roll call: Yeas (5).

**THIRD READING**

**RESOLUTION 18-26 A RESOLUTION TO ADOPT A USE POLICY FOR CREDIT CARDS ISSUED BY THE VILLAGE, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 18-26 by title only.

Mr. Wiech made a motion to **PASS** Resolution 18-26, motion seconded by Mr. Hornung. Roll call: Yea (5).

**RESOLUTION 18-30 A RESOLUTION AUTHORIZING INTENT TO DISPOSE OF UNNEEDED, OBSOLETE OR UNFIT MUNICIPAL OWNED PERSONAL PROPERTY VIA INTERNET AUCTION IN CALENDAR YEAT 2019.**

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Mayor Garlich introduced Resolution 18-30 by title only.

Ms. Arganti made a motion to **PASS** Resolution 18-30, motion seconded by Mr. Hornung. Roll call: Yeas (5).

**OLD BUSINESS**

1. **School Consolidation:** Mayor Garlich stated that he received communication from the school board. Mayor Garlich read a prepared statement. The board stated that they are not going to reopen the discussion regarding consolidation. Mayor Garlich is concerned about how a struggling school district will affect the village as far as economic development. Mayor Garlich stated that he thinks that all Cardinal School District Residents should have a right to voice their opinion by answering a survey. Met with the Burton Superintendent to make sure that if the surveys come back in a positive way that Burton will be able to accept the students. Mr. Blue stated that he is in support of the survey. Mr. Wiech asked if maybe the other communities could help cover the expense. Mr. Klein is in support. Mr. Hornung is in support. Ms. Arganti is in support as long as the surveys are back in a timely manner. Discussion regarding the rating of Cardinal, Berkshire and Newbury Schools. ***Mr. Wiech made a motion to have the Village fund a survey for the Cardinal School District in regards to the school consolidation, motion seconded by Ms. Arganti. Roll call: Yeas (5).***

**NEW BUSINESS**

1. **Web Site Report – Kim Breyley:** Reports are in the packet. Ms. Breyley stated that views were up for the month. One of the best months the website has had.

**COMMITTEE REPORTS and COMMUNICATIONS**

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

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

**Finance & Ordinance (Mr. Morrow/Mr. Klein/Ms. Arganti)** – Minutes are included in the packet.

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

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

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

**VILLAGE CALENDAR:**

**EXECUTIVE SESSION:**



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Mr. Hornung made a motion to adjourn into executive session at 8:49 pm to discuss personnel, motion seconded by Mr. Klein. All in favor: Yeas (5)

The meeting reconvened at 9:28 pm.

Mr. Wiech made a motion to NOT fund the employees HSA Account for the 2019 year, motion seconded by Mr. Hornung. Roll call: Yeas (5).

There being no further business before Council the regular session adjourned at 9:29 p.m.

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

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