

Village of Middlefield Finance Committee Minutes
December 13, 2018

The Finance & Ordinance meeting was called to order at 5:30 p.m. with the following members present: Mr. Scott Klein, Ms. Kaitlyn Arganti and Mr. Sam Morrow.

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 agenda.

Approval of Minutes: November 8, 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 (2). Mr. Morrow abstained.

OLD BUSINESS

1. **Village Finances – Discussion:** Mr. Giardina stated that Income Tax collections were down in November compared to last November. Water and Sewer collections were up but still slightly down for the year. Income Tax collection for the year is still up from last year. Withholdings are really strong, employment in the village is good. Discussion regarding the encumbrances that are earmarked for the bills that have been submitted. Discussion regarding the expenditure in the Water Fund. The payments of bills is high but some of the expenditure when occurred in September, October and November. Wages have continued to trend down.

NEW BUSINESS

1. **Resolution 18-38 A Resolution Authorizing the Village Engineer to Prepare Plans, Specification, and Advertise for bids for the Lake Street Road Project, and Declaring an Emergency:** Chief Tucholski stated that there are two options to the repairs to the street. The first is a 7 foot mill and then repave over top of that and the second option is to just do full depth repairs to the gullies. ***Mr. Klein made a motion to recommend Resolution 18-38 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).***
2. **Resolution 18-39 A Resolution Authorizing the Village Engineer to Prepare Plans, Specifications and Advertise for bids for the Edgewood Drive Road Project, and Declaring an Emergency:** Chief Tucholski stated that again there is several options to repair this road. There is some issue with the base on this road so that will need to be looked at and then possibly chip and seal as the top. ***Mr. Morrow made a motion to recommend Resolution 18-39 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).***
3. **Resolution 18-40 A Resolution Authorizing the Village Engineer to Prepare Plans, Specifications and Advertise for Bids for the S. State Long Side Connector Project, and Declaring an Emergency:** Chief Tucholski stated that this will connect to all the homes and businesses to the 12 inch line and abandon the 4" line. This includes north and south. ***Mr. Klein made a motion to recommend Resolution 18-40 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).***

4. **Resolution 18-41 A Resolution Authorizing the Village Engineer to Prepare Plans, Specification and Advertise for Bids for the Grove Street Sidewalk Replacement Project, and Declaring an Emergency:** Chief Tucholski stated that the sidewalks are all under sized and in bad shape. Looking ta just doing the north side of the street. Looking at approximately \$60,000.00 for this project. *Mr. Klein made a motion to Recommend Resolution 18-41 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).*
5. **Resolution 18-42 A Resolution Authorizing the Village Engineer to Prepare Plans, Specifications and Advertise for Bids for the Catch Basin Replacement/Repair Project, and Declaring an Emergency:** Chief Tucholski stated that there are approximately 20 catch basins that need to be repaired immediately and probably another 20 that will be slated for the following year. The catch basins are currently brick and mortar and they are deteriorating. Repaired and new catch basins are required to be poured concrete. *Mr. Klein made a motion to Recommend Resolution 18-42 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).*
6. **Resolution 18-43 A Resolution Authorizing the Village Engineer to Prepare Plans and Specifications for the Well Improvement Project, to consult with Appropriate Experts in Furtherance of that Project, as Needed, and Declaring an Emergency:** Chief Tucholski stated that this gives the engineer permission to talk to the appropriate agencies regarding the new well. *Mr. Morrow made a motion to recommend Resolution 18-43 to Council, motion seconded by Mr. Klein. All in favor: Yeas (3).*
7. **Resolution 18-44 A Resolution Authorizing and Directing the Village Administrator to Enter into an Agreement for Services with the Geauga County Board of Commissions and the Geauga Department on Ageing, for use of the Middlefield Community Center, and Declaring an Emergency:** Ms. McCoy stated that this is the same agreement that has been in place for the previous years and the only change is it will renew in two years. *Mr. Klein made a motion to recommend Resolution 18-44 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).*
8. **Ordinance 18-138 An Ordinance Amending the 2018 Permanent Appropriations and Declaring an Emergency:** Brief discussion held. *Mr. Klein made a motion to recommend Ordinance 18-138 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).*
9. **Ordinance 18-139 An Ordinance Ratifying the Employment of Dennis M. Coyne as Village Prosecutor for the Period January 1, 2019 through December 31, 2020, Establishing Compensation, and Declaring an Emergency:** This agreement is the same as the previous and will span 2 years. *Mr. Klein made a motion to recommend Ordinance 18-139 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).*
10. **Ordinance 18-140 An Ordinance Directing the Fiscal Officer to Establish an Income Tax Infrastructure Fund in Order to Segregate the Taxes Collected Pursuant to the 0.25% income tax Levy Approved by the Voters at the November 6, 2018 election, and Declaring an Emergency:** This creates a designated fund for the 0.25% income tax increase. The state auditor requires this to be in a separate

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fund. *Ms. Arganti made a motion to Recommend Ordinance 18-140 to Council, motion seconded by Mr. Klein. All in favor: Yeas (3).*

EXECUTIVE SESSION:

PENDING

ADJOURNMENT

There being no further business before the Finance Committee the meeting adjourned at 6:21 p.m.

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