

**Village of Middlefield Council Minutes**  
**March 12, 2020**

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Council met in regular session. Mayor Garlich called the meeting to order at 7:00 p.m. with the following members present: Mr. Bill Blue, Mr. Ron Wiech, Ms. Kaitlyn Arganti, Mr. Scott Klein, Mr. Carl Hornung and Mr. Sam Morrow.

**Also present:** Ms. Leslie McCoy-Administrator, Mr. Tom Lee-Solicitor, Lt. Savage, Mr. John Boksansky-Zoning Inspector, Mr. Nick Giardina-Fiscal Officer, Ms. Jess Giardina, Ms. Kim Breyley, Ms. Billie Warren-Recreation Director, Ms. Marcia Bryson-Cemetery Sexton, Mr. Alex Duncan, Ms. Joyce Porozynski, Ms. Frances Hanna, Mr. Roger Hanna, Chief Reed-MVFD, Ms. Paula Shenal-CCAN and Ms. Ann Wishart-Maple Leaf

**Invocation:** Pastor Luke Rosenburger of Cornerstone Bible Church

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

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

**Approval of Minutes:** February 13, 2020 regular meeting – *Mr. Wiech moved to approve the minutes as presented, seconded by Mr. Hornung. Roll call: Yeas (5). Morrow abstained.*

**Approval of Minutes:** March 6, 2020 Special Meeting of Council – *Mr. Blue moved to Approved the minutes as presented, seconded by Mr. Hornung. Roll call: Yeas (6)*

**Payment of Bills:** *Mr. Wiech moved to authorize payments totaling \$413,162.84, motion seconded by Mr. Morrow. Roll call: Yeas (6).*

**FISCAL OFFICER'S REPORT: Income Tax and Financials** – Report is included in the packet. Mr. Giardina stated that the village is prepared for emergencies if the factories in town would have to close for a short amount of time. Income Tax is up, water and sewer collections are up. Revenue to expenses are good. Non-essential projects have been put on hold at this time. Mayor Garlich stated that he is concerned about the local businesses should the economy halt.

**AMBULANCE REPORT** – Report is included in the packet. Ms. Shenal stated that is was a busy February, so far March as been slow but are prepared for whatever might come.

**FIRE DEPARTMENT REPORT** - Report is included in the packet. Chief Reed gave the statistics for the month of February. There were 78 runs; up 260 compared to last year. Invited council and mayor to witness a training at the new training facility in Huntsburg. Discussion regarding the allowed burning hours that are posted.

**ECONOMIC DEVELOPMENT:** Report is included in the packet. Ms. McCoy stated that she has been working on updates to the website. TLCI held the kick off meeting today for the traffic study. The Opportunity Zone Workshop has been canceled but will be rescheduled to a later date.

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**ZONING REPORT:** Report is included in the packet. Mr. Boksansky stated that there were 4 applications for residential with 3 permits issued. The department had 6 commercial applications with 5 permits issued.

**STREETS, SIDEWALKS & UTILITIES REPORT** – Report is included in the packet. Chief Tucholski stated that hopefully the snow is over for now. Put a roof over the dry waste system at the WWTP to eliminate the tarps. Mr. Cipolla and Mr. Harrison redid the air system at the WTP eliminating almost 300 feet of piping. Prepping ballfield with a new mix that will hopefully cut down on man hours needed to prepare the field during the season. Doing maintenance and prepping the equipment that will be used in the spring and summer. The department has been doing a lot of street sweeping and storm sewer cleaning along with miles of sanitary sewer cleaning.

**POLICE REPORT** – Report is included in the packet. Chief Tucholski gave the statistics for the month of February. There were 347 calls for service for the month. Officer Hurlless is coming to the end of FTO training and should be in his own car within the month. Equipment is functioning properly.

**PARKS & RECREATION REPORT** – Report is included in the packet. Ms. Warren stated that most of the programs and the events have been cancelled or postponed. Ms. Warren thanked the sponsors that have donated to the department for the events and sports programs.

**PUBLIC PARTICIPATION-**

**FIRST READING -**

**ORDINANCE 20-108 AN ORDINANCE ESTABLISHING THE 2020 PERMANENT APPROPRIATIONS, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 20-108 by title only.

Ms. Giardina stated that in December council passed legislation that allowed the village to spend money through the end of March. This legislation allows spending through the end of December. Some minor projects that were scheduled for this year have been put on hold temporarily until we see what the economy is going to do.

Mr. Blue made a motion to waive the required readings and declare Ordinance 20-108 an emergency, motion seconded by Mr. Hornung. Roll call: Yeas (6).

Mr. Hornung made a motion to **PASS** Ordinance 20-108, motion seconded by Mr. Wiech. Roll call: Yeas (6).

**ORDINANCE 20-109 AN ORDINANCE ACCEPTING THE BID OF CHAGRIN VALLEY PAVING INC. FOR THE 2020 VALPLAST ROAD RESURFACING, IN AN AMOUNT NOT TO EXCEED \$168,115.00 AS THE LOWEST AND BEST BID, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 20-109 by title only.

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Mayor Garlich stated that the village received 3 bids for the project. Chagrin Valley Paving bid was substantially lower than the other bids.

Mr. Wiech made a motion to waive the required readings and declare Ordinance 20-109 an emergency, motion seconded by Mr. Morrow. Roll call: Yeas (6).

Mr. Hornung made a motion to **PASS** Ordinance 20-109, motion seconded by Ms. Arganti. Roll call: Yeas (6).

**ORDINANCE 20-110 AN ORDINANCE AUTHORIZING VARIOUS ACTIVITIES RELATED TO THE 5K SANCTUARY IN MIDDLEFIELD RACE, WAIVING THE PROHIBITION OF THE CODIFIED ORDINANCES REGARDING SAME, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 20-110 by title only. **TABLED**

**ORDINANCE 20-111 AN ORDINANCE AMENDING EXISTING SECTION 1501.01 OF THE CODIFIED ORDINANCES TO UPDATE AND CORRECT THE ORDINANCE'S REFERENCE TO THE CURRENT VERSION OF THE OAC AND THE OHIO FIRE CODE AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 20-111 by title only.

Chief Reed stated that the Department had an ISO Grading of a Class 3 and are very close to a Class 2. This correction to the ordinances was suggested by the ISO Inspector. Would like to pass this as an emergency to be included in the current grading.

Mr. Klein made a motion to waive the required reading and declare Ordinance 20-111 an emergency, motion seconded by Mr. Hornung. Roll call: Yeas (6).

Mr. Hornung made a motion to **PASS** Ordinance 20-111, motion seconded by Mr. Blue. Roll call: Yeas (6).

**SECOND READING**

**ORDINANCE 20-105 AN ORDINANCE REPLACING EXISTING CHAPTER 717 OF THE CODIFIED ORDINANCES TO ESTABLISH NEW REGULATIONS REGARDING PEDDLERS AND CANVASSERS IN THE VILLAGE, IN COMPLIANCE WITH CURRENT LAW.**

Mayor Garlich introduced Ordinance 20-105 by title only

Mr. Hornung made a motion to place Ordinance 20-105 on second reading, motion seconded by Mr. Blue. Roll call: Yeas (6).

**ORDINANCE 20-106 AN ORDINANCE AMENDING EXISTING SECTION 1309.16 OF THE CODIFIED ORDINANCES TO PROVIDE INCREASED MAXIMUM PENALTIES FOR VIOLATION OF THE VILLAGE'S EXTERIOR PROPERTY MAINTENANCE CODE.**

Mayor Garlich introduce Ordinance 20-106 by title only.

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Mr. Blue made a motion to place Ordinance 20-106 on second reading, motion seconded by Ms. Arganti. Roll call: Yeas (6).

**THIRD READING**

**RESOLUTION 20-02 A RESOLUTION AUTHORIZING THE ARCHIVIST TO ACT AS THE DESIGNATED REPRESENTATIVE OF THE MEMBERS OF THE VILLAGE OF MIDDLEFIELD COUNCIL FOR PURPOSES OF REQUIRED PUBLIC RECORDS TRAINING.**

Mayor Garlich introduced Resolution 20-02 by title only.

Mr. Hornung made a motion to **PASS** Resolution 20-02, motion seconded by Mr. Morrow. Roll call: Yeas (6).

**ORDINANCE 20-101 AN ORDINANCE REVIEWING THE SCHEDULE OF FEES IMPOSED BY THE VILLAGE.**

Mayor Garlich introduced Ordinance 20-101 by title only.

Mr. Hornung made a motion to **PASS** Ordinance 20-101, motion seconded by Mr. Wiech. Roll call: Yeas (6).

**ORDINANCE 20-104 AN ORDINANCE AUTHORIZING VARIOUS ACTIVITIES RELATED TO THE 6<sup>TH</sup> ANNUAL ADULT EGG HUNT, WAIVING ANY PROHIBITIONS OF THE CODIFIED ORDINANCE REGARDING SAME.**

**TABLED**

**OLD BUSINESS**

**NEW BUSINESS**

1. **Web Site Report – Kim Breyley:** Reports are in the packet. Ms. Breyley stated that views are down from last month and last year.
2. **Veteran Memorial:** Mayor Garlich stated that he received a request for a veteran's memorial. Mr. Morrow recommended a really nice one that uses personal stories from the veteran.
3. **Moving of April Council and Committee Meetings from Thursday April 9, 2020 to Wednesday, April 8, 2020:** Discussion regarding moving the meeting to one day earlier. The council is in consensus with moving the meeting.
4. **National Relief Trailor:** Mayor Garlich stated that there are churches involved in this collection. Asked if anyone would be interested to help with donate.
5. **Senior Trash Day with Department on Aging – May 21, 2020 (RSVP by May 14 to the Dept. on Aging):** The service crew will help any senior that need help getting 10 items or less to the curb.

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6. **Scrap Tire Day - May 16, 2020 8am – 12 pm:** The village received a grant for this program again.
  
7. **Village's Operational Plan for the COVID 19 Response:** Mayor Garlich would like to see the village be proactive and help halt the spread of this virus. The Operational Plan has been passed to council and the employees. The office will be fully staffed as of today but the doors will be closed to the public. The Service Director will make the final decision as to what work the members will do and when. Mayor Garlich is concerned about the residents that are currently out of the country that will be returning to the village. Would like to see the person do self-quarantine but if the person does not follow protocol then the person should be financially liable should they infect another member of the community. Mr. Lee stated that the President is currently working on this measure but people should also be looking out for others in the community. You are currently washing your hands to protect your neighbor. You are wearing a mask to protect your neighbor. The government is already enforcing self-quarantine depending on which country you are returning from. Lengthy discussion of what is required for self-quarantined. Discussion regarding other ways that the village can ensure that the residents are safe. Talked about sanitizing the playground equipment, etc. at the various parks.

**COMMITTEE REPORTS and COMMUNICATIONS**

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

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

**Planning & Zoning (Mayor Garlich/Mr. Klein/Mr. Linberg/Mr. Dietrich/Mr. Szymanski)** – Minutes included in the packet. Mr. Klein gave a brief description of what was before the commission.

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

**Finance & Ordinance (Mr. Klein/Mr. Blue/Mr. Hornung)** – Minutes included in the packet.

**Public Safety (Mr. Hornung/Mr. Wiech/Ms. Arganti)** – minutes included in the packet.

**VILLAGE CALENDAR:**

**EXECUTIVE SESSION**

Mr. Klein made a motion to adjourn into executive session at 8:05 pm to discuss possible litigation, motion seconded by Mr. Hornung. Roll call: Yeas (6)

The regular meeting reconvened at 8:10 pm.

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There being no further business before Council the regular session adjourned at 8:10 p.m.

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

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

DRAFT