

**Village of Middlefield Council Minutes**  
**May 14, 2020**

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Council met in regular session via teleconference. 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, Chief Joseph Tucholski, Ms. Kim Breyley, Ms. Billie Warren-Recreation Director, Chief Reed- Middlefield Fire Department, Paula Shenal-CCAN, Mr. Alex Duncan, Ms. Joyce Porozynsky and Ann Wishart-MapleLeaf.

**Invocation:** Moment of silence to the health of our residents and our country.

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

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

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

**Approval of Minutes:** March 12, 2020 regular meeting – ***Mr. Wiech moved to approve the minutes as presented, seconded by Ms. Arganti. Roll call: Yeas (6)***.

**Approval of Minutes:** March 18, 2020 Special Meeting of Council – ***Mr. Hornung moved to approved the minutes as presented, seconded by Mr. Blue. Roll call: Yeas (6)***

**Payment of Bills:** ***Mr. Wiech moved to authorize payments totaling \$303,640.59, motion seconded by Mr. Hornung. Roll call: Yeas (6)***.

**FISCAL OFFICER’S REPORT: Income Tax and Financials** – Report is included in the packet. Mr. Giardina stated Income Tax will have a slight dip in collections. Water and Sewer collections are down slightly. Discussion regarding the revenue that the village has received to date; it is trending down but that is due to the income tax collection filing date being pushed to July 15<sup>th</sup>. Ms. Giardina is currently looking at the budget for next year and it is a challenge to do due to the extended due date. Discussion regarding the Income Tax Report and how the village is looking for the year. The village is in good shape currently due to combining jobs and curbing spending. Looking forward to the new businesses that will be coming in the village in the near future. Village payroll is up slightly due to full staffing and wage increases. Mr. Giardina stated that he moved 1.25 million over to the money market fund in February. The village currently has 6.4 million for the operating budget. Mr. Wiech asked about the investments. Mr. Giardina stated that the village is still getting interest payments. Would like a schedule distributed to Council. Current rates have decreased with the economy, our rates are locked in.

**AMBULANCE REPORT** – Report is included in the packet. Ms. Shenal stated that their calls are down as people are afraid to go to the emergency room. CCAN is working diligently on keeping up with all the PPE requirements. Taking temp before every shift and if they are feeling poorly they are required to go home. Get employees tested as needed and also will be including participating in the anti-body testing. The ambulances are disinfected daily and then heavily fogged once per week.

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**FIRE DEPARTMENT REPORT** - Report is included in the packet. Chief Reed gave the statistics for the month of April. The department has had 290 runs to date. The department has been helping the business calculate how many people can be in the business at one time with the decrease from the governors orders. Discussion regarding a meeting held with UH regarding doing lectures. Have offered the drive thru bay for testing or vaccinations. Discussion regarding doing home visit to check on the welfare and general wellbeing of the seniors. Mayor Garlich stated that he is still looking for a Urgent Care in Middlefield.

**ECONOMIC DEVELOPMENT:** Report is included in the packet. Ms. McCoy stated she has been working with small business to see if there are any hour changes or any other requirements that we can post on our site for them. Sending out development emails about once per week. The scrap tire day has been postponed to the July 18<sup>th</sup>. Senior Trash day has been postponed. Keeping the website up to date.

**ZONING REPORT:** Report is included in the packet. Mr. Boksansky stated that in the last month there were 5 permits issued. McDonalds had to go back to engineering regarding some retention issues. The project is still moving forward and is in the due diligent process.

**STREETS, SIDEWALKS & UTILITIES REPORT** – Report is included in the packet. Chief Tucholski stated that the department has been working well given the situation. Dave Hostetler is back and has been doing all the mowing. Will be holding off on hiring an additional person for summer help. Do repairs and maintenance at the plant; equipment is aging. This includes valves and control panels. Still doing branch chipping at the beginning of the month. Changing the garbage can each day as they are filling quickly with the restaurants only doing take out. Discussion regarding the aggregate that is being stored at the garage. This is kept on hand to make any repairs for water main breaks. The village was storing field mix at the garage for the school until they has time to spread it on the fields. Chief Tucholski stated that the department has been working on the list for improving village property. Had a pre-con meeting on Valplast will be starting the project and there are several catch basins that are need of repair that will be done during the project.

**POLICE REPORT** – Report is included in the packet. Chief Tucholski gave the statistics for the month of March & April. There were 255 calls for service in March and 178 calls for service in April. Based on the Governors recommendation the department was reducing the amount of stops to protect the first responders. Still making some changes such as not requiring signing the tickets.

**PARKS & RECREATION REPORT** – Report is included in the packet. Ms. Warren stated that she has been handling call from the help line. Answer call and emails. Making video and posting to the website and social media platforms. Finished a complete inventory of the Recreation garage and all of the equipment. Been checking the park and making sure the caution tape is kept up to discourage use. The department has several more virtual programs starting in the next couple weeks. Mr. Wiech stated that the Recreation Committee has been having a Zoom Meeting on Mondays to discuss virtual programming. Will be taking registration for fall program but not take any payment at this time. Need to have number of teams for the leagues.

**PUBLIC PARTICIPATION-**

**FIRST READING -**

**RESOLUTION 20-09 A RESOLUTION AUTHORIZING THE PURCHASE OF SPECIFIED INSURANCE FROM LOVE INSURANCE AGENCY, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 20-09 by title only.

Ms. McCoy stated this is comparable to the policy from last year. This is quotes to other carriers and Ohio Plan came in as the best again. The cost of the renewal premium did go down slightly. The cyber security coverage handled by Traveler did increase slightly.

Mr. Blue made a motion to waive the required readings and declare Resolution 20-09 an emergency, motion seconded by Mr. Morrow. Roll call: Yeas (6).

Mr. Wiech made a motion to **PASS** Resolution 20-09, motion seconded by Mr. Morrow. Roll call: Yeas (6).

**RESOLUTION 20-10 A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Resolution 20-10 by title only.

Mr. Giardina stated that these are the quarterly transfers.

Mr. Wiech made a motion to waive the required readings and declare Resolution 20-10 an emergency, motion seconded by Ms. Arganti. Roll call: Yeas (6).

Mr. Klein made a motion to **PASS** Resolution 20-10, motion seconded by Ms. Wiech. Roll call: Yeas (6).

**ORDINANCE 20-114 AN ORDINANCE APPROVING A DRIVEWAY CURB CUT ON TARE CREEK PARKWAY, AND DECLARING AN EMERGENCY.**

Mayor Garlich introduced Ordinance 20-114 by title only.

Ms. Arganti made a motion to waive the required readings and declare Ordinance 20-114 an emergency, motion seconded by Mr. Wiech. Roll call: Yeas (6).

Mr. Hornung made a motion to PASS Ordinance 20-114, motion seconded by Ms. Arganti. Roll call: Yeas (6).

**ORDINANCE 20-115 AN ORDINANCE RATIFYING THE MAYOR'S APPROVAL OF THE TERMS OF A SETTLEMENT AGREEMENT WITH STANLEY AND MARY DAROCHA, AS RECOMMENDED BY THE VILLAGE SOLICITOR AND OUTSIDE COUNSEL, WITH SUCH APPROVAL AUTHORIZED PURSUANT TO THE TERMS OF ORDINANCE 20-113, AND DECLARING AN EMERGENCY..**

Mayor Garlich introduced Ordinance 20-115 by title only.

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Mr. Klein made a motion to waive the required reading and declare Ordinance 20-115 an emergency, motion seconded by Mr. Blue. Roll call: Yeas (6).

Mr. Wiech made a motion to **PASS** Ordinance 20-115, motion seconded by Mr. Hornung. Roll call: Yeas (6).

**ORDINANCE 20-116 AN ORDINANCE RATIFYING THE MAYOR'S APPROVAL OF THE TWO MONTH LOAN DEFERRAL FOR THE ECONOMIC DEVELOPMENT LOAN FOR BLAZE TISHKO, FOR THE MONTHS OF APRIL AND MAY, 2020, WITH SUCH APPROVAL AUTHORIZED PURSUANT TO THE TERMS OF ORDINANCE 20-113, AND DECLARING AN EMERGENCY.**

Mr. Morrow made a motion to waive the required readings and declare Ordinance 20-116 an emergency, motion seconded by Mr. Wiech. Roll call: Yeas (6).

Mr. Hornung made a motion to **PASS** Ordinance 20-116. Motion seconded by Mr. Morrow. Roll call: Yeas (6).

**SECOND READING**

**THIRD 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 LAWS.**

Mayor Garlich introduced Ordinance 20-105 by title only.

Ms. McCoy stated that this is for the "Block the Knock" Program through NOPEC. This will keep solicitors from knocking on your door once the resident has signed up. NOPEC will send out a postcard with the information on how to join the program.

Mr. Hornung made a motion to **PASS** Ordinance 20-105, motion seconded by Mr. Morrow. Roll call: Yeas (6).

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

Mayor Garlich introduced Ordinance 20-106 by title only.

Mr. Wiech made a motion to **PASS** Ordinance 20-106, motion seconded by Mr. Hornung. Roll call: Yeas (6).

**OLD BUSINESS**

**NEW BUSINESS**

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1. **Web Site Report – Kim Breyley:** Reports are in the packet. Ms. Breyley stated that the website has been very busy due to the Mayor’s Articles. Views are up compared to last year. Mobile users are also trending up.
2. **Scrap Tire Day – Postponed until July.**

**COMMITTEE REPORTS and COMMUNICATIONS**

**Streets, Sidewalks, & Utilities (Mayor Garlich/Mr. Morrow/Mr. Wiech) –** No Meeting in April.

**Economic Development Committee (Mayor Garlich, Mr. Blue, Mr. Klein, Mr. McDowell, Mr. Dietrich, Mr. Schill, Ms. Breyley) –** No Meeting in April.

**Planning & Zoning (Mayor Garlich/Mr. Klein/Mr. Linberg/Mr. Dietrich/Mr. Szymanski) –** Mayor Garlich stated that at the meeting the commission approved a lot split for Red Creek Development. Approved a blanket variance to allow an 8 foot setback on the south side of Knox Circle

**Parks & Recreation (Mr. Wiech/Mayor Garlich/Ms. Arganti) –** No meeting in April.

**Finance & Ordinance (Ms. Arganti/Mr. Blue/Mr. Klein) –** No Meeting in April.

**Public Safety (Mr. Morrow/Mr. Hornung/Mr. Blue) –** No Meeting in April.

**VILLAGE CALENDAR:**

**EXECUTIVE SESSION**

There being no further business before Council, the regular session adjourned at 8:23 p.m.

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

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