

**Village of Middlefield Finance Committee
Minutes September 10, 2020**

The Finance & Ordinance meeting was called to order at 5:32 pm with the following members present: Ms. Kaitlyn Arganti, Mr. Scott Klein and Mr. Bill Blue.

Also present: Mayor Garlich, Mr. Nick Giardina-Fiscal Officer, Ms. Leslie McCoy – Administrator, Chief Tucholski, Ron Wiech, and the Public listened via teleconference.

Agenda: No additions or deletions to the agenda.

Approval of Minutes: August 13, 2020 meeting minutes were presented for approval. Mr. Blue made a motion to approve the minutes as presented, motion seconded by Ms. Arganti. All in favor: Yeas (3).

OLD BUSINESS

1. **Village Finances – Discussion:** Mr. Giardina stated that Income Tax collections are up by \$6,000. Water collections are up and sewer collection are down. Revenue collections are on track to finish up about even with last year. Expenses are down from last year's totals. August income tax collections were down. Direct withholdings are up compared to last year, village employment is strong. Corporate taxes are due in September and October. Payroll is up, but that is expected due to a fully staffed police department. Discussion regarding the budget hearing by the County. Discussion regarding investment bonds and the current rates. Mr. Blue made a motion to recommend that the Fiscal Officer moves 1 million dollars from Huntington to Premier, motion seconded by Mr. Klein. All in favor: Yeas (3).

NEW BUSINESS

1. **Resolution 20-19 A Resolution Authorizing the Village Administrator to Enter into an Agreement with the Cardinal Local School District to Authorize the Village Recreation Department to utilize the school Facilities during the 20-20-2021 School Year, and Declaring an Emergency:** Ms. McCoy stated that the cost has not increases the only change is that the school is allowing monthly payments instead of the two balloon payments that the village use to pay. This allows more flexibility in the use should the village need to close the programs due to COVID-19. The school board has already approved this contract. ***Ms. Arganti made a motion to recommend Resolution 20-19 to Council, motion seconded by Mr. Klein. All in favor: Yeas (3).***
2. **Resolution 20-20 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 this is the amounts that were approved at the county budget hearing for the 2021 budget. ***Mr. Klein made a motion to recommend Resolution 20-20 to Council, motion seconded by Mr. Blue. All in favor: Yeas (3).***
3. **Resolution 20-21 A Resolution Authorizing the Transfer of Funds and Declaring an Emergency:** Ms. McCoy stated that this is the third quarter transfers requested by the fiscal officer. ***Mr. Klein made a motion to recommend Resolution 20-21 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).***

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4. **Resolution 20-22 A Resolution Authorizing Intent to Dispose of Unneeded, Obsolete or Unfit Municipal Owned Personal Property via Internet Auction in Calendar Year 2021:** Ms. McCoy stated that this allows the village to auction village property on GovDeals. Chief Tucholski gave an overview of what the service department has to auction this year. **Mr. Blue made a motion to recommend Resolution 20-22 to Council, motion seconded by Mr. Klein. All in favor: Yeas (3).**
5. **Ordinance 20-128 An Ordinance Amending Existing Section 911.08 of the Codified Ordinances to provide the 2021 Residential, Commercial and Industrial Water Account Rates:** Ms. McCoy stated that the Streets, Sidewalks and Utilities recommend a 0% increase. **Mr. Blue made a motion to recommend Ordinance 20-128 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**
6. **Ordinance 20-129 An Ordinance Amending Existing Section 907.04 of the Codified Ordinances to Provide for Residential, Commercial and Industrial Sewer Accounts, Commencing January 1, 2021:** Mr. Blue made a motion to recommend Ordinance 20-129 to Council, motion seconded by Mr. Klein. All in favor: Yeas (3).
7. **Ordinance 20-130 An Ordinance Amending Existing Section 911.10 (a) of the Codified Ordinances to Provide for Fire Sprinkler System Accounts:** Mr. Klein made a motion to recommend Ordinance 20-130 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).
8. **Ordinance 20-131 An Ordinance Ratifying the Hiring of Tiffany Wolfe as a Part-time Police Officer as of August 31, 2020, at the Pay Rate of \$17.00 Per Hour, and Declaring an Emergency:** Chief Tucholski stated that Officer Wolfe comes from a department in Trumbull County and has 9 years of experience. **Mr. Klein made a motion to recommend Ordinance 20-131 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**
9. **Ordinance 20-132 An Ordinance Appointing the Firm of Stephen Hovancsek & Associates as Village Engineer for the Period of January 1, 2021 through December 31, 2022, Authorizing the Village Administrator to Enter into an Agreement for the Provisions of Said Services:** Ms. McCoy stated that the Engineering contract is expiring. There is no increase in cost. **Mr. Klein made a motion to recommend Ordinance 20-132 to Council, motion seconded by Mr. Blue. All in favor: Yeas (3).**
10. **Ordinance 20-133 An Ordinance Hiring Advanced Accounting Consultants to Assist the Village's Fiscal Officer with Certain Accounting and Bookkeeping Functions:** Ms. McCoy stated that this contract did have an increase of \$350 per month. The amount of hours worked have increased due to an increase in work. Mr. Giardina gave a brief overview of the items that the firm works each month. **Mr. Blue made a motion to recommend Ordinance 20-133 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**
11. **Ordinance 20-134 An Ordinance Authorizing the Mayor and Village Fiscal Officer to Enter into a Contract with Dennis M. Coyne, Esq. to Provide Chief Prosecutor Services for 2021 and 2022:** Ms. McCoy stated that this contract has been altered.

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Mr. Coyne would like to just do a flat \$110.00 per hour. The village is saving the OPERS costs. Chief Tucholski stated that he is very happy with this service; Mr. Coyne does a fantastic job. **Mr. Blue made a motion to recommend Ordinance 20-134 to Council, motion seconded by Mr. Klein. All in favor: Yeas (3).**

12. **Ordinance 20-135 An Ordinance Ratifying the Authorization by the Mayor for the Preparation of Plans and Specifications for the Tare Creek Parkway Resurfacing Project, and Declaring an Emergency:** Ms. McCoy stated that the County will be supplying \$180,000 to this project and the funds are available in the Infrastructure Fund. Will be adding the reclamation covering to the project and it will be from State to Springdale. This is a mill and fill project. **Mr. Blue made a motion to recommend Ordinance 20-135 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).**

EXECUTIVE SESSION:

PENDING

ADJOURNMENT

There being no further business before the Finance & Ordinance Committee the meeting adjourned at 6:20 pm