

**VILLAGE OF MIDDLEFIELD'S
STREETS, SIDEWALKS & UTILITIES MEETING
MARCH 7, 2023**

The Village of Middlefield's Streets, Sidewalks and Utilities Committee was called to order at 5:30 pm with the following members present: Mayor Ben Garlich, Ms. Kaitlyn Arganti, Mr. Rick Seyer, and Mr. Scott Klein.

Also present: Ms. Leslie McCoy-Administrator, and Mr. Tom Cappello-Village Engineer. Chief Tucholski is excused.

Agenda: No Additions or deletions to the agenda.

Minutes of February 7, 2023 were presented for approval. **Ms. Arganti made a motion to approve the minutes as presented, motion seconded by Mr. Seyer. All in favor: Yeas (3).**

OLD BUSINESS

1. **Budget:** Ms. McCoy stated the budget is in line with the temporary appropriations. The weather has been nice so there has not been a lot of salt purchasing.
2. **Plan Review & Updates- Bring updates to February meeting**
 - a. **Asset Management Plan:** Ms. McCoy stated the information has been updated. The Succession Plan does need updated since there are some changes to it. There are employees that need to be removed and employees that need to be started.
Ms. Arganti made a motion to approve the Asset Management Plan, motion seconded by Mr. Seyer. All in favor: Yeas (3).
 - b. **Drinking Water Contingency Plan:** Ms. McCoy stated the Drinking Water Contingency Plan is included with the Asset Management Plan. This plan tells the operators at the WTP what needs to be done should there be an outage of water.
Mayor Garlich made a motion to approve the Drinking Water Contingency Plan, motion seconded by Ms. Arganti. All in favor: Yeas (3).
 - c. **Drinking Water Source Protection Plan:** Ms. McCoy stated this is the plan that tells the Village what to send out to residents within a certain radius of the Village water wells and it also has the source protection. This is also a part of the Asset Management Plan.
Ms. Arganti made a motion to approve the Drinking Water Source Protection Plan, motion seconded by Mayor Garlich. All in favor: Yeas (3).
3. **N Springdale Ave Resurfacing:** Ms. McCoy stated the N Springdale bid has been awarded to Ronyak Paving for \$246,842.25. Mr. Cappello stated he spoke to Ronyak Paving and they have scheduled a pre-construction meeting in the Spring. The project should begin in late April early May. Mr. Cappello stated if the base repair is not used up the Village will save money.
4. **Tare Creek Parkway Sidewalk Project- project update (TLCI Funded with Village Match):** Ms. McCoy stated she wanted to make sure this is still a priority. It is a federally funded project. The money from this grant can only be used for Tare Creek Parkway Sidewalk Project. Ms. McCoy stated she will decertify this project since it is not a necessity.

Ms. Arganti made a motion that the Village does not pursue the Tare Creek Parkway Sidewalk Project, motion seconded by Mr. Seyer. All in favor: Yeas (3).

5. **Department Staffing Update:** Ms. McCoy stated the Village has found a person to go through the training program in the Wastewater and Water Department. Ms. McCoy stated the job description does include that they have to follow the EPA requirements in order to be getting certifications. Mayor Garlich stated the training program is a 5-8 year process. Ms. McCoy stated Lexi Smith from the service department will be leaving so the Village will be looking for a replacement. Mike Soltis is also scheduled to retire in a year so a replacement for him will also be needed.

NEW BUSINESS

1. **Adjustment Journal – February 2023:** None
2. **GENERAL DISCUSSION:** Discussion held regarding the new Tahoe's the Police Department found and will be purchasing.

Next Meeting Tuesday, April 11, 2023.

EXECUTIVE SESSION- None

ADJOURNMENT

Ms. Arganti made a motion to adjourn at 5:52 pm, motion seconded by Mr. Seyer. All in favor: Yeas (3).

There being no further business before the Streets, Sidewalks & Utilities Commission, the meeting adjourned at 5:52 pm.

PENDING