

Village of Middlefield Finance
October 9, 2025
6:00 PM

The Finance & Ordinance meeting was called to order by roll call at 6:00 pm with the following members present: Mr. Chris Michalakes, Mr. Sam Morrow and Ms. Kaitlyn Arganti.

Also present: Mayor Garlich, Ms. Leslie McCoy- Village Administrator, Mr. Nick Giardina- Fiscal Officer, Mr. Scott Klein, and Chief Tucholski.

Agenda: No additions/deletions.

Approval of Minutes: September 11, 2025 meeting minutes were presented for approval. *Mr. Michalakes 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 included a report. Mr. Giardina stated income tax is up compared to the prior year and water/sewer are also up. Mr. Giardina stated the three main categories: water, sewer, and income tax are all up about 3% compared to the previous year. Mr. Giardina stated total receipts are up but there are a lot of expenses for big projects being paid. Mr. Giardina stated right now the Village is down for the month but stated that Ms. McCoy has a lot of grant money coming in that hasn't been received yet and once it is it will balance out. Mr. Giardina stated withholdings are strong which shows that employment in the Village is strong and it is up 3% from the previous year. Ms. McCoy stated there is a report that Tisha runs that show the leased company employments as well which are increasing. Mr. Giardina stated total wages are the same compared to the previous year. Mr. Giardina stated

NEW BUSINESS

1. **RESOLUTION 25-19 A RESOLUTION AUTHORIZING THE ADOPTION OF A CYBERSECURITY PROGRAM FOR PROTECTION OF VILLAGE ELECTRONIC INFORMATION AND INFORMATION TECHNOLOGY SYSTEMS, AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Resolution 25-19 by title only. Ms. Arganti made a motion to recommend Resolution 25-19 to Council, motion seconded by Mr. Morrow. All in favor: Roll Call. Yeas (3).
2. **ORDINANCE 25-141 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 2026, AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-141 by title only. Mr. Michalakes made a motion to recommend Ordinance 25-141 to Council, motion seconded by Ms. Arganti. All in favor: Roll Call. Yeas (3).
3. **ORDINANCE 25-142 AN ORDINANCE HIRING ADVANCED ACCOUNTING CONSULTANTS TO ASSIST THE VILLAGE'S FISCAL OFFICER WITH CERTAIN ACCOUNTING AND BOOKKEEPING FUNCTIONS, AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-142 by title only. Mr. Michalakes made a motion to recommend Ordinance 25-142 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).

- 4. ORDINANCE 25-143 AN ORDINANCE EMPLOYING LUKE F. MCCONVILLE AS VILLAGE SOLICITOR AND LEGAL COUNSEL FOR THE VILLAGE OF MIDDLEFIELD FOR THE PERIOD JANUARY 1, 2026 THROUGH DECEMBER 31, 2026, AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-143 by title only. Ms. McCoy stated this contract would increase by \$10 an hour. Ms. Arganti made a motion to recommend Ordinance 25-143 to Council, motion seconded by Mr. Michalakes. All in favor: Yeas (3).
- 5. ORDINANCE 25-144 AN ORDINANCE APPOINTING THE FIRM OF STEPHEN HOVANCSEK & ASSOCIATES AS VILLAGE ENGINEER FOR THE PERIOD JANUARY 1, 2026 THROUGH DECEMBER 31, 2026, AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT FOR THE PROVISION OF SAID SERVICES, AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-144 by title only. Ms. McCoy stated this would go up to \$114 an hour from \$110 an hour. Mr. Michalakes made a motion to recommend Ordinance 25-144 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).
- 6. ORDINANCE 25-145 AN ORDINANCE AUTHORIZING THE VILLAGE TO ENGAGE CHARLES MORGRET, OF VILLAGER DATA SERVICES, AS INFORMATION TECHNOLOGY ADMINISTRATOR FOR THE VILLAGE OF MIDDLEFIELD FOR THE PERIOD JANUARY 1, 2026 THROUGH DECEMBER 31, 2026, AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-145 by title only. Ms. McCoy stated Chuck has been an unofficial IT administrator so this is giving Chuck an official named position. Ms. McCoy stated this gives Chuck more responsibility to make sure nothing goes wrong as far as cybersecurity. Mr. Michalakes made a motion to recommend Ordinance 25-145 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).
- 7. ORDINANCE 25-146 AN ORDINANCE AMENDING CODIFIED ORDINANCE SECTION 151.02 ENTITLED "CONTRACTS IN EXCESS OF \$50,000" AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-146 by title only. Ms. McCoy stated this is due to a house bill change that needed to be updated. Ms. Arganti made a motion to recommend Ordinance 25-146 to Council, motion seconded by Mr. Michalakes. All in favor: Yeas (3).
- 8. ORDINANCE 25-147 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH CHEM TECHNOLOGIES, LTD. AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-147 by title only. Mr. Garlich stated this is for the BFG building and the space that Chem Technologies will be leasing. Mr. Michalakes made a motion to recommend Ordinance 25-147 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).
- 9. ORDINANCE 25-148 AN ORDINANCE ACCEPTING THE BID OF COLD HARBOR BUILDING CO. FOR THE WELL NO. 5 IMPROVEMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$1,543,000.00 AS THE LOWEST AND MOST RESPONSIVE BID, AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-148 by title only. Ms. McCoy stated this will be tentatively approved for the project in December. Approving this just lets Ms. McCoy submit this piece of

legislation to start the approval process. Mr. Michalakes made a motion to recommend Ordinance 25-148 to Council, motion seconded by Ms. Arganti. All in favor: Yeas (3).

- 10. ORDINANCE NO. 25-149 AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY OF A FORM OF A DEVELOPMENT AGREEMENT BETWEEN THE VILLAGE AND MEADOWLAKE PROPERTIES, LLC WITH RESPECT TO THE CONSTRUCTION OF PUBLIC IMPROVEMENTS IN CONJUNCTION WITH THE DEVELOPMENT OF THE HERITAGE POINTE PROJECT IN THE VILLAGE, APPROVING RELATED MATERIALS, AND DECLARING AN EMERGENCY.** Mr. Morrow introduced Ordinance 25-149 by title only. Mr. Michalakes made a motion to recommend Ordinance 25-149 to Council, motion seconded by Mr. Morrow. All in favor: Yeas (3).

General Discussion:

ADJOURNMENT: Mr. Morrow made a motion to adjourn at 6:26pm, motion seconded by Ms. Arganti. All in favor: Yeas (3).

These Finance Meeting Minutes are to be supplemented by any audio recording of the Meeting, to the extent any such audio recording exists and is kept by the Village.

Sam Morrow – Chair
Ben Garlich
Nick Giardina

TREASURY INVESTMENT BOARD
Agenda
September 11, 2025
After Finance Meeting

Mr. Morrow opened the Treasury Investment Board meeting at 6:27PM.

1. AGENDA: Additions/Deletions
2. MINUTES: (Joint session Minutes with the Finance Committee already approved)

OLD BUSINESS

- 1. VILLAGE INVESTMENTS:** Mr. Giardina stated a report is included and has been handed out to the committee. Mr. Giardina stated the report shows balances and funds of all accounts that the Village holds. Mr. Giardina stated the report also shows the interest amounts that have been earned.

NEW BUSINESS

Mr. Morrow made a motion to adjourn at 6:30PM, motion seconded by Mr. Garlich. Roll Call. All in favor: Yeas (3).

These Treasury Investment Board Meeting Minutes are to be supplemented by any audio recording of the Meeting, to the extent any such audio recording exists and is kept by the Village.