

Village of Middlefield Council Minutes

October 9, 2025

Council met in regular session Mayor Garlich called the meeting to order by **roll call** at 7:00 p.m. with the following members present: Mayor Garlich, Mr. Scott Klein, Mr. Carl Hornung, Ms. Kaitlyn Arganti, Mr. Sam Morrow, and Mr. Chris Michalakes. Mr. Bill Blue is excused.

Also present: Ms. Leslie McCoy- Village Administrator, Chief Tucholski, Lt. Graley, Mr. Nick Giardina- Fiscal Officer, Mr. Luke McConville- Village Solicitor, Mr. Alex Duncan, Ms. Kim Breyley, Mr. John Boksansky- Zoning Inspector, Ms. Ann Wishart- Maple Leaf, Aric Anderson- Fire Department Representative, Mr. Kyle Kaplan, and Ms. Sabine Weizer.

1. Opening Ceremony: Pledge of Allegiance was recited.

2. Agenda: No additions/deletions.

3. Approval of Minutes: September 11, 2025. *Mr. Morrow made a motion to approve September 11, 2025 minutes, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).*

4. Payment of Bills: *Mr. Klein moved to authorize payments totaling \$1,009,866.43, motion seconded by Ms. Arganti. Roll Call. All in favor: Yeas (5).* Mr. Giardina stated this is due to a lot of projects going on, Ronyak was paid a little over \$500,000. Ms. McCoy is expecting some grant money to come in which will balance this out.

5. FISCAL OFFICER'S REPORT: Income Tax and Financials – The report is included in the packet. Mr. Giardina stated income tax, water, and sewer are up 3% compared to the previous year. Mr. Giardina stated last month receipts were up last month even after all of the expenses that were paid due to big projects happening in the Village. Mr. Giardina stated withholdings in the Village are up showing that employment in the Village is strong.

6. AMBULANCE REPORT – Report is included in the packet.

7. FIRE DEPARTMENT REPORT – Report is included in the packet. Mr. Anderson stated for the month of September there was 85 runs. Mr. Anderson stated there was EMS training with UH Geauga, car accident training, and active burn training. Mr. Anderson stated they have also been busy with inspections due to the new businesses that have been opening in the Village. Mr. Anderson stated the Fire Department is currently doing a coloring contest and there will also be an after party for Halloween at the Fire Department.

8. ECONOMIC DEVELOPMENT: Ms. McCoy has included a report in the packet. Ms. McCoy stated she has been attending a lot of trainings. Ms. McCoy stated the storefront renovation business account still has \$6,000 in it.

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9. ZONING REPORT: Report is included in packet. Mr. Boksansky stated for the month of September he was able to issue most of the zoning permits that were applied for.

10. STREETS, SIDEWALKS & UTILITIES REPORT – Report is included in the packet. Chief Tucholski stated leaf pickup has begun and Hillcrest is almost done, all they have to do is the chip seal.

11. POLICE REPORT – Report is included in the packet. Chief Tucholski stated for the month of September there were 540 calls of service. Chief Tucholski stated they are still looking for new recruits for the department. Officer Friend is almost completed with his training and then he will be on his own. Officer Burge is making progress in training but needs a little more training.

12. PARKS & RECREATION REPORT – Report is included in the packet. Ms. McCoy stated fall sports are coming to an end and winter sports registration is now open. Ms. McCoy stated basketball cheerleading was brought back this year. Trick or Treat will be held on Friday, October 31st (Halloween) 5:30PM-7:30PM and there will be an after party at the Middlefield Fire Department after trick or treat.

FIRST READING –

- 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.** Mayor Garlich introduced Resolution 25-19 by title only. **Ms. Arganti made a motion to place Resolution 25-19 on first reading as an emergency and waive the required readings, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5). Mr. Morrow made a motion to PASS Resolution 25-19, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**
- 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.** Mayor Garlich introduced Ordinance 25-141 by title only. Mayor Garlich stated the rates are staying the same. **Mr. Morrow made a motion to place Ordinance 25-141 on first reading as an emergency, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**
- 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.** Mayor Garlich introduced Ordinance 25-142 by title only. Mayor Garlich stated there is no increase for the year 2026. **Mr. Klein made a motion to place Ordinance 25-142 on first reading as an emergency, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**

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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.** Mayor Garlich introduced Ordinance 25-143 by title only. Mayor Garlich stated there is a \$10 an hour increase for Mr. McConville. **Mr. Michalakes made a motion to place Ordinance 25-143 on first reading as an emergency, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**
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.** Mayor Garlich introduced Ordinance 25-144 by title only. Mayor Garlich stated this would increase of 3% which would be \$114 an hour instead of \$110 an hour. **Mr. Klein made a motion to place Ordinance 25-144 on first reading as an emergency, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**
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.** Mayor Garlich introduced Ordinance 25-145 by title only. Ms. McCoy stated this makes the IT administrator an official employee for the Village that would make him solely responsible for anything to do with cybersecurity. **Ms. Arganti made a motion to place Ordinance 25-145 on first reading as an emergency, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**
7. **ORDINANCE 25-146 AN ORDINANCE AMENDING CODIFIED ORDINANCE SECTION 151.02 ENTITLED “CONTRACTS IN EXCESS OF \$50,000” AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Ordinance 25-146 by title only. Mr. McConville stated this is a change to reflect the house bill that changed so this codified ordinance needed to be updated. **Mr. Hornung made a motion to place Ordinance 25-146 on first reading as an emergency and waive the required readings, motion seconded by Mr. Klein. Roll Call. All in favor: Yeas (5). Mr. Morrow made a motion to PASS Ordinance 25-146, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**
8. **ORDINANCE 25-147 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH CHEM TECHNOLOGIES, LTD. AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Ordinance 25-147 by title only. Mayor Garlich stated this is for the lease for the BFG building. **Mr. Hornung made a motion to place Ordinance 25-147 on first reading as**

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an emergency and waive the required readings, motion seconded by Mr. Morrow. Roll Call. All in favor: Yeas (5). Ms. Arganti made a motion to **PASS** Ordinance 25-147, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).

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.** Mayor Garlich introduced Ordinance 25-148 by title only. Mayor Garlich stated this bid came in at \$600,000 less than other bidders. **Mr. Klein made a motion to place Ordinance 25-148 on first reading as an emergency and waive the required readings, motion seconded by Ms. Arganti. Roll Call. All in favor: Yeas (5). Mr. Morrow made a motion to **PASS** Ordinance 25-148, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**

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.** Mayor Garlich introduced Ordinance 25-149 by title only. Mr. McConville stated this is for a TIFF (tax increment financing first) due to a public infrastructure process that is funded in a two-step process. The first step is that real estate taxes are waived with respect to the properties that are benefiting by the TIFF on one hand and then the owners of those properties make payments in lieu of taxes (PILOT). Mr. McConville stated this is not experiencing any loss of taxes and the other component is that the Village would typically enter in an agreement with the schools so that the school is paying out of the PILOT fund so the schools and owner of the properties are not being affected. **Ms. Arganti made a motion to place Ordinance 25-149 on first reading as an emergency and waive the required readings, motion seconded by Mr. Morrow. Roll Call. All in favor: Yeas (5). Mr. Morrow made a motion to **PASS** Ordinance 25-149, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).**

SECOND READING

1. **ORDINANCE 25-137 AN ORDINANCE AMENDING EXISTING SECTION 911.08 OF THE CODIFIED ORDINANCES TO PROVIDE THE 2026 RESIDENTIAL, COMMERCIAL AND INDUSTRIAL WATER ACCOUNT RATES, COMMENCING JANUARY 1, 2026.** Mayor Garlich introduced Ordinance 25-137 by title only. **Mr. Hornung made a motion to place Ordinance 25-137 on second reading, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (5).**

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2. **ORDINANCE 25-138 AN ORDINANCE AMENDING EXISTING SECTION 907.04 OF THE CODIFIED ORDINANCES TO PROVIDE FOR RESIDENTIAL, COMMERCIAL AND INDUSTRIAL SEWER ACCOUNTS, COMMENCING JANUARY 1, 2026.** Mayor Garlich introduced Ordinance 25-138 by title only. Mr. Hornung made a motion to place Ordinance 25-138 on second reading, motion seconded by Mr. Morrow. Roll Call. All in favor: Yeas (5).
3. **ORDINANCE 25-139 AN ORDINANCE AMENDING EXISTING SECTION 911.10 (a) OF THE CODIFIED ORDINANCES TO PROVIDE FOR FIRE SPRINKLER SYSTEM ACCOUNTS, COMMENCING JANUARY 1, 2026.** Mayor Garlich introduced Ordinance 25-139 by title only. Mr. Klein made a motion to place Ordinance 25-139 on second reading, motion seconded by Mr. Morrow. Roll Call. All in favor: Yeas (5).

THIRD READING

1. **RESOLUTION 25-14 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO APPLY FOR, ACCEPT AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE VILLAGE OF MIDDLEFIELD FOR PLANNING, DESIGN AND CONSTRUCTION OF THE REPLACEMENT OF EXISTING TRAVELING BRIDGE TERTIARY FILTERS WITH NEW CLOTH DISK FILTERS AND REPLACEMENT OF UV DISINFECTION SYSTEM, DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Resolution 25-14 by title only. Mr. Morrow made a motion to **PASS** Resolution 25-14, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (5).
2. **ORDINANCE 25-130 AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF THE VILLAGE OF MIDDLEFIELD, OHIO.** Mayor Garlich introduced Ordinance 25-130 by title only. Mr. Morrow made a motion to **PASS** Ordinance 25-130, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (5).
3. **ORDINANCE 25-132 AN ORDINANCE ESTABLISHING ELIGIBILITY FOR HEALTH AND HOSPITALIZATION, VISION AND DENTAL INSURANCE BENEFITS FOR MEMBERS OF COUNCIL COMMENCING UPON THEIR NEXT TERMS OF OFFICE, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Ordinance 25-132 by title only. Mr. Klein made a motion to **PASS** Ordinance 25-132, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (5).

NEW BUSINESS

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1. **Web Site Report** – Kim Breyley: Included in the packet. Ms. Breyley stated the interactions are down but she has some things to post that should bring the interactions up.

COMMITTEE REPORTS and COMMUNICATIONS

Planning & Zoning (Mayor Garlich/Mr. Klein/Mr. Linberg/Mr. Dietrich/Ms. Shaffer) – September meeting minutes included in the packet. Mr. Klein gave a quick recap of the Planning and Zoning meeting from Tuesday.

Streets, Sidewalks, & Utilities (Mr. Klein/ Mr. Hornung / Ben Garlich) – September meeting minutes included in the packet.

Economic Development Committee (Ms. McCoy, Mr. Klein, Ms. Arganti, Mr. Michalakes, Mr. Dietrich, Ms. Breyley, Ms. Martin) – No meeting in September.

Parks & Recreation (Mr. Morrow/ Mr. Blue/ Mayor Garlich/ Ms. Naples/ Mr. Soltis) – September meeting minutes included in the packet.

Finance & Ordinance (Mr. Morrow/ Ms. Arganti/Mr. Michalakes) – September meeting minutes included in the packet.

Public Safety (Mr. Blue/ Mr. Hornung/Mr. Michalakes) – September meeting minutes included in the packet.

VILLAGE CALENDAR: (ALL MEETING DATES ARE SUBJECT TO CHANGE)

SEPTEMBER – (Subject to change)

September 1, 2025 Labor Day – Village Hall Offices Closed

September 9, 2025 5:15PM STREETS & UTILITIES COMMITTEE

September 9, 2025 6:00PM PLANNING COMMISSION MEETING

September 11, 2025 5:30PM RECREATION COMMITTEE

September 11, 2025 6:00PM FINANCE & ORDINANCE COMMITTEE

September 11, 2025 6:30PM SAFETY COMMITTEE

September 11, 2025 7:00PM COUNCIL

OCTOBER- (Subject to change)

October 7, 2025 5:15PM STREETS, SIDEWALKS & UTILITIES

October 7, 2025 6:00PM PLANNING COMMISSION

October 9, 2025 5:30PM RECREATION COMMITTEE

October 9, 2025 6:00PM FINANCE & ORDINANCE COMMITTEE

October 9, 2025 6:30PM SAFETY COMMITTEE

October 9, 2025 7:00PM COUNCIL

October 13, 2025 *Columbus Day – Village Offices Closed*

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October 31, 2025 *Halloween Trick or Treat Village Wide 5:30PM-7:30PM*

October 31, 2025 *Halloween Costume Party – Fire Station After Trick-or-Treat*

NOVEMBER – (subject to change)

November 10, 2025 (if needed) 5:15pm STREETS COMMITTEE

November 10, 2025 (if needed) 6:00pm PLANNING COMMISSION

November 11, 2025 – *Veterans Day – Village Offices Closed*

November 13, 2025 5:30pm RECREATION COMMITTEE

November 13, 2025 6:00pm FINANCE COMMITTEE

November 13, 2025 6:30pm SAFETY COMMITTEE

November 13, 2025 7:00pm COUNCIL MEETING

November 27, 2025 – *Thanksgiving – Village Offices Closed*

November 28, 2025 – *Village Offices Closed*

DECEMBER – (subject to change)

December 11, 2025 5:30pm FINANCE COMMITTEE

December 11, 2025 6:00pm COUNCIL MEETING

December 25, 2025 – *Christmas – Village Offices Closed*

General Discussion: Mr. Kaplan would like to bring to Councils attention that there are some concrete issues on Woodsong. Mayor Garlich stated this was inspected and the Village is going to keep an eye on it.

Mayor Garlich stated Growscape is doing an open house on Monday.

Mayor Garlich stated a plaque came in for the painting done by Bill Mast and the frame built by Jaro Mares.

Mayor Garlich stated himself and Mr. Giardina have been doing 2 individual employee meetings per month.

America250 is coming up next year and will be planning some things to do, Mayor Garlich would like to form a committee to meet a couple times a month to plan an event.

Mayor Garlich stated he would like to move the January meeting to the 3rd Thursday if it works for the rest of Council members.

EXECUTIVE SESSION:

ADJOURNMENT

Mr. Hornung motioned to adjourn the Council meeting at 8:04 PM, motion seconded by Mr. Klein. Roll Call. All in favor: Yeas. (5)

PENDING

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Tabled: Resolution 21-08

These Council 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.

Approved: _____
MAYOR

Attest: _____
FISCAL OFFICER