

Village of Middlefield Council Minutes

December 11, 2025

Council met in regular session Mayor Garlich called the meeting to order by **roll call** at 6:00 p.m. with the following members present: Mayor Garlich, Mr. Scott Klein, Mr. Carl Hornung, Ms. Kaitlyn Arganti, Mr. Sam Morrow, Mr. Bill Blue, and Mr. Chris Michalakes.

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, Captain Tony Yeropoli- Fire Department, Mr. Kyle Kaplan, Mr. Chris Brook, Mr. Jim O'Dell- Community Care, and Ms. Sabine Weizer.

1. Opening Ceremony: Pledge of Allegiance was recited.

2. Agenda: No additions/deletions.

3. Approval of Minutes: November 13, 2025. *Mr. Hornung made a motion to approve November 13, 2025 minutes, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (6).*

4. Payment of Bills: *Mr. Morrow moved to authorize payments totaling \$1,154,414.13, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6).*

5. FISCAL OFFICER'S REPORT: Income Tax and Financials – The report is included in the packet. Mr. Giardina stated income tax, water, and sewer categories are up about 2.15% in total compared to the previous year. Mr. Giardina stated total expenditures are up due to a lot of big projects that were done in the Village this year. Mr. Giardina stated employment in the Village is still strong. Mr. Giardina stated year to date compared to last year the Village is up and finances are looking very strong and positive.

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

7. FIRE DEPARTMENT REPORT – Report is included in the packet. Mr. Anderson stated Santa Around Town will be on December 21st at 5:00pm. Lt. Yeropoli stated for the month of November there were 78 runs and 1,001 for the year. Lt. Yeropoli stated there have been a lot of rescue and medical training. Lt. Yeropoli stated annual fire pump testing was done and everything passed.

8. ECONOMIC DEVELOPMENT: Ms. McCoy stated she has been answering storefront program questions and working with the TIF on properties. Ms. McCoy stated she has been participating in round tables with other HR members in the county.

9. ZONING REPORT: Report is included in packet. Mr. Boksansky stated he was able to issue 11 zoning permits for the month of November. Mr. Boksansky stated there will be a public hearing for a commercial building in January. Mr. Boksansky stated year to date there has been 147 zoning permits issued. Mr. Boksansky stated the old Kaballo's building will be demoed on December 15.

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10. STREETS, SIDEWALKS & UTILITIES REPORT – Report is included in the packet. Chief Tucholski stated there has been a lot of snow removal and street cleanup. Chief Tucholski stated there have been mailbox repairs due to the snow. There was an electrical issue with the Lopro but it has since been fixed. Chief Tucholski stated everything is going well.

11. POLICE REPORT – Report is included in the packet. Chief Tucholski stated there have been 644 calls for service for the month of November. Chief Tucholski stated everything is going well. There needs to be some work done on two of the cruisers with the coolant so they were taken to Preston and they were able to get those issues fixed.

12. PARKS & RECREATION REPORT – Report is included in the packet. Ms. McCoy stated there were 134 participants this year which is up compared to the previous year. Practices and games are in full swing and everything is going well.

PUBLIC PARTICIPATION

1. **January 8, 2026 7:30pm Public Hearing Tax Increment Financing Ordinance pursuant to Ohio Revised Code Section 5709.40(C) for the Heritage Pointe Tax Increment Financing Incentive Districts**

2. **2026 APPOINTMENTS -MAYOR APPOINTMENTS**

Planning Commission

1.Scott Klein, Council member 4yr term 2. Carissa Shaffer (6yr Term)

3. **2026 Appointment - MAYOR APPOINTMENTS (approved by Council)**

Cemetery Sexton

1. _____John Boksansky____ (1 yr)

4. **Community Care Presentation:** Mr. Brook included a presentation and report in the packet and stated they proposed an increase in the levy but it was a very minimal bid increase. Mr. Brook stated they were told that any commercial insurance was to pay a minimal fee but they were not told what that fee was. Mr. Brook stated they lost some revenue due to some federal changes that were made and compared it to a wage war. Mr. Brook stated a 14% increase had to be done to stay on par with other ambulance services in the area. Mr. Brook stated that explains why the mutual aid numbers are up so much more than they normally are. Mr. Brook stated they are not going anywhere and have put a lot of new things in place to try to do everything in house to budget including reducing overtime.

5. **EXECUTIVE SESSION: Mr. Morrow made a motion to adjourn into executive session at 6:40pm for personnel promotion, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6). Mr. Hornung made a motion to come out of executive session at 6:52pm, motion seconded by Mr. Klein. Roll Call. All in favor: Yeas (6).**

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FIRST READING –

1. **RESOLUTION 25-22 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH MEDICAL MUTUAL OF OHIO FOR THE PROVISION OF HEALTH CARE INSURANCE AND BAY BRIDGE ADMINISTRATORS FOR THE PROVISION OF GAP INSURANCE FOR VILLAGE EMPLOYEES, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Resolution 25-22 by title only. Ms. McCoy stated this is an annual renewal for the health insurance. There is an increase for the Medical Mutual but not the GAP insurance. **Mr. Hornung made a motion to place Resolution 25-22 on first reading as an emergency and waive the required readings, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (6). Mr. Morrow made a motion to PASS Resolution 25-22, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6).**
2. **RESOLUTION 25-23 A RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE VILLAGE OF MIDDLEFIELD ON BEHALF OF THE STATE OF OHIO (THE BORROWER) TO REIMBURSE ITS INCOME TAX INFRASTRUCTURE FUND FOR THE N. THOMPSON, GROVE, RIDGEWOOD AND NORTHVIEW ROAD IMPROVEMENTS PROJECT (OPWC PROJECT NUMBER CG08AC/CG09AC) WITH THE PROCEEDS OF TAX-EXEMPT DEBT OF THE STATE OF OHIO, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Resolution 25-23 by title only. Ms. McCoy stated this just lets the Village know which fund to put the reimbursement into. **Mr. Hornung made a motion to place Resolution 25-23 on first reading as an emergency and waive the required readings, motion seconded by Ms. Arganti. Roll Call. All in favor: Yeas (6). Mr. Hornung made a motion to PASS Resolution 25-23, motion seconded by Mr. Morrow. Roll Call. All in favor: Yeas (6).**
3. **RESOLUTION 25-24 A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO MAKE FINAL TRANSFERS OF FUNDS NECESSARY TO FINALIZE AND BALANCE THE 2025 BUDGET ON DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Resolution 25-24 by title only. Mayor Garlich stated this is so Mr. Giardina can move around transfers to keep funds positive. **Mr. Morrow made a motion to place Resolution 25-24 on first reading as an emergency and waive the required readings, motion seconded by Ms. Arganti. Roll Call. All in favor: Yeas (6). Mr. Hornung made a motion to PASS Resolution 25-24, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (6).**
4. **RESOLUTION 25-25 A RESOLUTION DELINEATING OVERLAYS IN RELATION TO THE PROPOSED HERITAGE POINTE INCENTIVE DISTRICTS WITHIN THE VILLAGE OF MIDDLEFIELD, OHIO; AND ADOPTING A WRITTEN ECONOMIC DEVELOPMENT PLAN AS TO SAME; SETTING THE TIME AND PLACE OF A PUBLIC HEARING; AUTHORIZING AND RATIFYING**

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- THE GIVING OF NOTICE TO THE CARDINAL LOCAL SCHOOL DISTRICT, THE AUBURN CAREER CENTER, AND THE BOARD OF COUNTY COMMISSIONERS OF GEAUGA COUNTY, OHIO, ALL PURSUANT TO OHIO REVISED CODE SECTION 5709.40(C) AND ITS RELATED RULES AND LAWS, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Resolution 25-25 by title only. Ms. McCoy stated this is allowing the Village to set a TIF for the district and to set a public hearing. Ms. McCoy stated this will help identify infrastructure improvements that are needed which would explain why a TIF is needed. **Mr. Blue made a motion to place Resolution 25-25 on first reading as an emergency and waive the required readings, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6). Mr. Hornung made a motion to PASS Resolution 25-25, motion seconded by Mr. Blue. Roll Call. All in favor: Yeas (6).**
- 5. ORDINANCE 25-151 AN ORDINANCE FURTHER AMENDING CODIFIED ORDINANCE SECTION 907.04 (e) TO PROVIDE FOR RESIDENTIAL, COMMERCIAL AND INDUSTRIAL SEWER ACCOUNTS, COMMENCING JANUARY 1, 2026, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Ordinance 25-151 by title only. Ms. McCoy stated this is a correction to the previous month legislation to correct the ordinance for industrial sewer accounts. **Mr. Blue made a motion to place Ordinance 25-151 on first reading as an emergency and waive the required readings, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6). Mr. Morrow made a motion to PASS Ordinance 25-151, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (6).**
- 6. ORDINANCE 25-152 AN ORDINANCE AUTHORIZING THE VILLAGE TO ENTER INTO A LEASE AGREEMENT WITH JOHN G. JOHNSON CONSTRUCTION COMPANY, INC., RATIFYING PAST ACTIONS, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Ordinance 25-152 by title only. Mayor Garlich stated this is a 2-month lease for the BFG building. Mr. McConville stated this is the standard lease that was made for this building. **Mr. Hornung made a motion to place Ordinance 25-152 on first reading as an emergency and waive the required readings, motion seconded by Mr. Morrow. Roll Call. All in favor: Yeas (6). Mr. Blue made a motion to PASS Ordinance 25-152, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (6).**
- 7. ORDINANCE 25-153 AN ORDINANCE APPOINTING JOHN BOKSANSKY AS FULLTIME CEMETERY SEXTON AND ZONING INSPECTOR FOR THE VILLAGE OF MIDDLEFIELD, ESTABLISHING COMPENSATION, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Ordinance 25-153 by title only. **Mr. Klein made a motion to place Ordinance 25-153 on first reading as an emergency and waive the required readings, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6). Mr. Hornung made a motion to PASS Ordinance 25-153, motion seconded by Mr. Blue. Roll Call. All in favor: Yeas (6).**

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8. **ORDINANCE 25-154 AN ORDINANCE ENACTING CODIFIED ORDINANCE SECTION 151.31 ENTITLED “PURCHASE ORDER POLICY” AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Ordinance 25-154 by title only. Mr. Giardina stated this is updating the blanket purchase order policy because the auditors wanted it to be a little more descriptive. **Mr. Morrow made a motion to place Ordinance 25-154 on first reading as an emergency and waive the required readings, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6). Mr. Hornung made a motion to PASS Ordinance 25-154, motion seconded by Ms. Arganti. Roll Call. All in favor: Yeas (6).**

9. **ORDINANCE 25-155 AN ORDINANCE NOTIFYING AND DIRECTING THE GEAUGA COUNTY BUDGET COMMISSION THAT THE VILLAGE REQUIRES COLLECTION OF THE FULL 2.0 MILL POLICE DEPARTMENT RENEWAL LEVY PASSED ON NOVEMBER 5, 2024 FOR TAX YEAR 2025/CALENDAR YEAR 2026, AND DECLARING AN EMERGENCY.** Mayor Garlich introduced Ordinance 25-155 by title only. Mayor Garlich stated this is a request that is goes back to the full 2.0 Mill. **Mr. Blue made a motion to place Ordinance 25-155 on first reading as an emergency and waive the required readings, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6). Mr. Hornung made a motion to PASS Ordinance 25-155, motion seconded by Mr. Klein. Roll Call. All in favor: Yeas (6).**

SECOND READING

THIRD READING

1. **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. **Mr. Hornung made a motion to PASS Ordinance 25-141, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (6).**

2. **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. **Mr. Michalakes made a motion to PASS Ordinance 25-142, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6).**

3. **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. **Mr. Michalakes made a motion to PASS**

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- Ordinance 25-143, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6).
4. **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. **Mr. Morrow made a motion to PASS Ordinance 25-144, motion seconded by Mr. Hornung. Roll Call. All in favor: Yeas (6).**
 5. **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. **Mr. Hornung made a motion to PASS Ordinance 25-145, motion seconded by Mr. Michalakes. Roll Call. All in favor: Yeas (6).**

NEW BUSINESS

1. **Web Site Report** – Kim Breyley: Included in the packet. Ms. Breyley stated the website is up 47% compared to the prior month. Ms. Breyley stated the web cam users were up dramatically probably because the weather was bad so people were checking the road conditions with that.

COMMITTEE REPORTS and COMMUNICATIONS

Planning & Zoning (Mayor Garlich/Mr. Klein/Mr. Linberg/Mr. Dietrich/Ms. Shaffer) – November meeting minutes included in the packet.

Streets, Sidewalks, & Utilities (Mr. Klein/ Mr. Hornung / Ben Garlich) – November 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 November.

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

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

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

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

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*

JANUARY– (subject to change)

January 1, 2026 – *New Year's Day – Village Office's Closed*
January 6, 2026 5:15pm STREETS COMMITTEE
January 6, 2026 6:00pm PLANNING COMMISSION
January 8, 2026 5:30pm RECREATION COMMITTEE
January 8, 2026 6:00pm FINANCE COMMITTEE
January 8, 2026 6:30pm SAFETY COMMITTEE
January 8, 2026 7:00pm COUNCIL MEETING
January 19, 2026– *Martin Luther King Jr. Day - Village Offices Closed*

FEBRUARY – (subject to change)

February 10, 2026 5:15pm STREETS COMMITTEE
February 10, 2026 6:00pm PLANNING COMMISSION
February 11, 2026 11:00am TIRC Meeting (Geauga County Auditor Real Estate Appraisal Office)
February 12, 2026 12:00pm RECORDS RETENTION COMMITTEE
February 12, 2026 5:30pm RECREATION COMMITTEE
February 12, 2026 6:00pm FINANCE COMMITTEE
February 12, 2026 6:30pm SAFETY COMMITTEE
February 12, 2026 7:00pm COUNCIL MEETING
February 16, 2026– *President's Day - Village Offices Closed*

ADJOURNMENT

Mr. Klein motioned to adjourn the Council meeting at 7:18 PM, motion seconded by Ms. Arganti. Roll Call. All in favor: Yeas (6).

PENDING

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

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Attest: _____
FISCAL OFFICER