

**VILLAGE OF MIDDLEFIELD'S  
STREETS, SIDEWALKS & UTILITIES MEETING  
JUNE 11, 2024**

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The Village of Middlefield's Streets, Sidewalks and Utilities Committee was called to order at 5:32 pm with the following members present: Mayor Garlich, Mr. Sam Morrow and Mr. Rick Seyer.

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

**Agenda:** No additions/deletions to the agenda.

**Minutes of May 7, 2024** were presented for approval. **Mr. Garlich made a motion to approve the minutes as presented, motion seconded by Mr. Morrow. All in favor: Yeas (3).**

### **OLD BUSINESS**

1. **Budget:** Ms. McCoy stated the budget is on track. Chief Tucholski stated the hydrant cleaner has been ordered. Chief Tucholski stated there are about 500 hydrants in the Village. Mayor Garlich stated there is an opportunity to rent the equipment out to other municipalities.
2. **Capital Improvement Projects:** Chief Tucholski stated the walking path on Alameda is complete and it looks great. There are ADA ramps on both ends of the walking path. Chief Tucholski stated he is working on a list for the roads to be repaired in the next fiscal year.
3. **Water Meters:** Ms. McCoy stated Mark Citriglia and Cindy Detweiler have been working with the water meter company and are completing a plan to change out the old water meters that have stopped reading. Ms. McCoy stated the technology for meter reading is also changing. A representative from Mueller's flew up from Texas to present the software process. Ms. McCoy stated there are a little over 1,300 meters and once the project would be completed the meters would no longer need to be read manually. Ms. McCoy stated until everything is completed the two software systems would be working together until everything is changed over. Ms. McCoy stated the new AMI system is very advanced and there is a lot the utilities and service department would be able to do right from the office. There is no date scheduled as the plan is still being put together.

### **NEW BUSINESS**

1. **Adjustment Journal – May 2024 (NONE)**
2. **Cemetery- Discussion on fee structure for foundations, foundation and plot sales:** Ms. McCoy stated this is for approval on foundation regulations and an order form. This will also change the way to calculate the foundation fees. Ms. McCoy stated the change would cover labor, materials, and equipment. Ms. McCoy stated there is also specifications on the Spring and Fall pours. Ms. McCoy stated the fee structure would not change until 2025. **Mr. Morrow made a motion to approve the foundation request form, motion seconded by Mr. Seyer. All in favor: Yeas (3).**
3. **General Discussion:**

Next Meeting Tuesday, July 9, 2024 at 5:30pm.

**EXECUTIVE SESSION- None**

**Mr. Morrow made a motion to adjourn at 5:58 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 5:58 pm.

**PENDING**

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