

**VILLAGE OF MIDDLEFIELD'S
STREETS, SIDEWALKS & UTILITIES MEETING
SEPTEMBER 10, 2024**

The Village of Middlefield's Streets, Sidewalks and Utilities Committee was called to order at 5:30 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 deletions to the agenda. Addition: 14770 Northview Dr Unit 1 for the waiver of their penalty fee.

Minutes of August 6, 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 there has been nothing outside of the budget. Chief Tucholski stated they did order a new service truck and the Village will receive it within the next two weeks.
2. **Capital Improvement Projects:** Ms. McCoy stated she included a capital improvement plan in the packet. Ms. McCoy stated the funds will need to be spent by June 30, 2025. Chief Tucholski stated they will need to bid out Tare Creek Parkway in January. Chief Tucholski stated the water tower project will need to start being discussed.

NEW BUSINESS

1. **Adjustment Journal – August 2024:** None this month.
2. **14770 Northview Dr Unit 1 for the waiver of their penalty fee:** Ms. McCoy stated the property owner paid the bill late and they claimed they never received a bill. The bill was printed for them twice in the office by Cindy. The penalty balance is \$5.60. Committee declined waiving the penalty fee.
3. **Water Meter Pilot Program:** Ms. McCoy stated there are meters that were put in over 10 years ago that are failing. There are about 200 meters that need changed out, at the same time there is new technology available for the meters. Ms. McCoy stated after going back and forth and meeting with the company about different options they thought it would be best to do a pilot program for the new system that automatically reads meters while still changing the failing meters so those get corrected. Ms. McCoy stated the additional cost for this project is \$14,000, it would include the repeaters that pick up the signal from the meters. Ms. McCoy stated the cost of the meter itself is the same, the node for the pilot program is free. Ms. McCoy stated the current nodes are being replaced with level 5 signal nodes. Ms. McCoy stated technology now exists where they can attach the node to the outside of the home and it has already been established that the new homes will have the nodes on the outside of the home. Ms. McCoy stated they did include a quote for their company to do the meter change outs but Ms. McCoy spoke to Chief Tucholski and the service crew that would be doing the meter change outs

and they feel like they would be able to do it in a timely manner. Ms. McCoy stated as soon as she signs the pilot program they can start the ordering and planning for the meters and nodes. Ms. McCoy stated the \$14,000 is available in the infrastructure fund. **Mr. Morrow made a motion to approve the pilot program for \$14,000, motion seconded by Mr. Garlich. All in favor: Yeas (3).**

4. **General Discussion:**

Next Meeting Tuesday, October 8, 2024 at 5:30pm.

EXECUTIVE SESSION- None

Mr. Morrow made a motion to adjourn at 5:53 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 5:53 pm.

PENDING

DRAFT