

Middlefield Township

April 11, 2022 – Meeting of the Board of Trustees

Meeting Called to Order

Present were Trustees Robert Troyer, Mervin Miller, Paul Porter, MaryAnn Pierce, Tony Hylton, Heidi Snyder, Auditor Walder, Frank Antenucci, Joseph Weiss, Esq., Sean Thompson of TMA

The meeting was called to order by Mr. Troyer.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions and or Deletions for the Agenda

No additions / deletions to agenda.

Approval of Minutes

After review of minutes from March 14, 2022 meeting. Mr. Porter made a motion to accept the minutes as written. Mr. Miller seconded the motion. All in favor. Minutes approved as written.

Old Business

None.

Per custom, floor given to guests.

Auditor Walder is present to advise regarding cyber security threats posed to townships and suggest a policy regarding change orders for banking purposes to deter Bank hacking. Four out of 16 townships have fallen for phishing schemes and payroll attacks. One to detriment. Every day there are more calls concerning these attacks.

Per Ms. Pierce, we have had two attempts already in Middlefield Township. Discussion on specific incidents that have occurred recently. After brief discussion, Mr. Walder departed.

Architect Sean Thompson is present to discuss plans concerning the ambulance addition. The plans need to be updated and suitable drawings prepared to pursue permits and will require front and specs. Formal bid process discussed after drawing suitable plans. A little follow-up with builders will be needed to ensure lowest and most responsible bid. Describe scope of involvement in projects. He ran through different levels of plans to ensure everyone gives a bid that is of similar quality. Historical plans for prior building construction project were examined. One original set of plans Jan Dyer were provided to Mr. Thompson. Mr. Porter advised that the goal of enlisting professional services to prepare adequate plans for purposes of reworking them for legal and bid process. Mr. Thompson cannot give any estimate of how much of an increase in costs will be associated with inflation and current projects going on. Best case scenario, plan for 9 months for project. Goal is to utilize same septic and utilities. Code difference May apply for some of the use considerations. Potential repurposing of building for some point in future. Previous plans that were prepared in 2018 were reviewed. Option one, two and three reviewed. Location

alternatives discussed. Parking scenarios discussed. Expenses very minimally with the scenarios. Option three ruled out. Reasons for thought process behind the separate new building discussed and including the EMS requests. Easiest method to spend less is to build less. Smaller building. Sprinkler system may be needed in new building if having sleeping quarters. The current water supply may suffice. They are enhancements that could work with water supply. Would like four bays. Option one discussed further. Option 2 reviewed and briefly discussed. Mr. Thompson raised another option. Mr. Porter, Mr. Miller and Mr. Troyer agree that they like the proposal on option one, building placement. A published estimate necessary to move in order to be on budget and figure at least 5% extra. Discussion that we should go with T Manfrass & Associates Architects, LLC. Motion by Mr. Porter to utilize TMA for whole of the architectural services on the EMS project, seconded by Mr. Miller. All in favor. Motion carried.

Discussion with legal counsel, Mr. Weiss (who will work with Ms. Pierce on appropriate language for resolution to be passed at next meeting.) Beck's plans we're only one piece of the process. Per Mr. Weiss, statute is applicable here, O.R.C. 153.12 which would expire the current bids in 60 days if not accepted or rejected. Mr. Thompson suggests that letter goes out to the three bidders that all the plans were rejected. Based on revisions to plan, the project will be bid again in the future.

New Business

A. Auditor Walder. See above.

B. One Ohio Foundation. One Ohio Foundation is seeking to establish a 12-member board with three from Geauga County. Seeking recommendations if any known. None come to mind.

C. Resident letter. Letter to residence on Hayes and Bridge Road developed by Mr. Hylton to advise residents of need to schedule pipe installations. Agreed and Mr. Miller will sign as road superintendent.

D. OPWC District 7 money for fiscal year 2024. Brief discussion on what road should be suggested for OPWC fiscal year 2024 dollars. All agree it should be Nauvoo.

E. Gas Survey. Voluntary survey received from consulting company for the gas association. Discussion on current status of gas lines in village.

F. Site engineering, EMS edition. See above (architect Sean Thompson).

Reports

Roads. Hayes and Bridge Road discussed.

Garage. May put salt dome up next week. Renting a loader discussed.

Fire District. New contract per Mr. Porter. All trustees confirm Mr. Porter is authorized to sign the contract.

Ambulance Service. Nothing new.

Sheriff's Report: No report.

Fiscal Officer's Reports

Bank/Management Report: Management report and bank reconciliation for February reviewed and signed. Motion to pay bills in the amount of \$65,677.20 by Mr. Miller, seconded by Mr. Porter. All in favor bills paid in the amount of \$65,677.20.

Adjournment: No further business before the Board. Mr. Miller moved to adjourn meeting at 8:25 p.m. Mr. Porter seconded. All in favor. Meeting adjourned.

Robert Troyer, Chairman

Mary Ann Pierce, Chief Fiscal Officer

Minutes by Heidi Snyder, Secretary