

**CITY OF SAINT MARYS COUNCIL
BUDGET WORKSHOP**

NOVEMBER 5, 2018

CALL TO ORDER

The scheduled Council Budget Workshop of the City of Saint Marys was called to order by Mayor Louis Radkowski on Monday, November 5, 2018 at 6:00 p.m. The meeting was held in the Council Room of City Hall, 11 LaFayette Street. Notice of this meeting was sent to Council on October 30, 2018, posted at City Hall and published in the Daily Press.

PLEDGE TO THE FLAG

ROLL CALL

Present: Mayor Louis Radkowski, Deputy Mayor Gregory Gebauer, Nedward Jacob, Andrew Mohny, Margie Brown, Bob Mohr, Manager Timothy Pearson and Recording Secretary Lorrie Levenduski.

Chris Pletcher dialed in via conference phone.

City Staff: Chief of Police Tom Nicklas, Public Works Director Tim Brennan, Public Works Deputy Director Travis Skrzypek, Finance Director Carol Muhitch and Public Relations Officer Hannah Brock.

VISITORS

Visitors included: Tina Gradizzi and Warren Stewart.

Herbert Straub did not sign in.

PUBLIC COMMENT

Herbert Straub, Chairman of the Benzinger Township Golf Authority, had sent a request for funds in the amount of \$14,312.00 to make repairs to the cart path at the Golf Course. He stated due to inclement weather in 2018 revenue was short and they were requesting the City's help by funding this repair project. He stated any help would be appreciated.

Tina Gradizzi explained a \$3,500 grant application was submitted to the Elk County Community Foundation for a portion of this repair project. She anticipated a response on the application sometime this week.

Margie Brown asked when the project works would begin and Mr. Straub responded as soon as possible.

Nedward Jacob asked if the amount he was requesting was the total price of the project and Mr. Straub responded yes.

Mayor Radkowski thanked Mr. Straub for his attendance.

**BUDGET DISCUSSIONS:
PUBLIC SAFETY: Code
Enforcement**

Manager Pearson explained the Code Enforcement budget showed an increase in training and education but was in part offset with a decrease in program supplies. A new line item was added for dues membership and subscriptions. A slight increase in vehicle maintenance was noted, since a new vehicle was not purchased in 2018 and a retired police vehicle was being utilized.

Emergency Management

Manager Pearson noted no changes to the Emergency Management budget.

Planning and Zoning

Manager Pearson noted no significant changes to the Planning and Zoning budget.

Council did not propose any changes to Public Safety items.

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**GENERAL FUND: Parking
Facilities**

Manager Pearson explained there were no significant changes in the Parking Facilities budget. He noted a separate fund for the parking was being recommended in the future to assist with a better breakdown of revenue and expenses.

**Community and Economic
Development**

Manager Pearson explained the Community and Economic Development budget only showed major decreases. Currently a temporary part-time Community Services Specialist was approved for 2018. 2019 was budgeted to have the position as full time, but after a review it was suggested to keep it a part time position for 2019. The funding for this position was proposed to be transferred to General Administration to accommodate changing the part time receptionist position to full time.

A brief description of both positions was discussed along with the wage scale and what determines a union versus nonunion position.

Community Transfers

Manager Pearson explained the Community Transfers budget items.

Council reviewed the Community Transfers items listed. It was noted the Golf Authority request was not included in the list due to the timing of when the request was received. After a lengthy discussion and some proposed adjustments, the following motion was made:

Motion

Nedward Jacob made a motion to include the Golf Authority request in the amount of \$14,312.

Motion Died – Lack of Second

Motion died due to lack of a second.

Motion

Nedward Jacob made a motion to deny the Golf Authority request, seconded by Chris Pletcher.

Council agreed on the need to make decisions for other parts of the budget before making decisions on Community Transfers.

**Roll Call Vote – Motion
Passed**

On a roll call vote Andrew Mohny, Chris Pletcher, Deputy Mayor Gebauer and Mayor Radkowski voted in the positive and Nedward Jacob, Margie Brown and Bob Mohr voted in the negative. Motion Passed 4 to 3.

**Move off of Community
Transfers**

Council agreed to come back to Community Transfers.

**Park and Recreation Manager
Position**

Manager Pearson explained the budget contained a proposed increase to full time for the Parks and Recreation Manager contingent upon the Recreation Board's approval. If approved, the position funding would be split 75 percent Recreation Fund and 25 percent General Fund.

**Earned Income Tax Increase
Proposal**

Nedward Jacob had provided Council with a compilation of numbers regarding the Earned Income tax. He explained currently the City rate is .5 percent of wages earned. He proposed an increase of .2 percent for the City's portion. He was proposing this increase for maintaining and repairing the City's infrastructure, which included roads, bridges and storm sewers. He believed the current funding for the City's infrastructure of roads etc. was not sufficient to sustain the 72

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miles of roadway in the City. This increase would provide approximately \$600,000 in additional revenue for the City. He further proposed 85 percent of this amount to be dedicated to the Capital Reserve Fund for streets, roads, bridges and storm sewers. The other 15 percent would go into the General Fund for operating expenses and any overages would be placed in the Capital Reserve Fund. He noted the maximum increase that the City could add to the Earned Income was .5 percent.

During a brief discussion, it was clarified that storm sewers were separate from the sanitary sewer lines. It was noted the equivalent increase in Real Estate taxes would be 3 mills in order to provide the same amount of revenue and that only distressed communities can levy a "commuter tax".

Motion

Nedward Jacob made a motion to increase the Earned Income tax .2 of a percent and to have 85 percent go into the Capital Reserve designated for roads, bridges and storm sewers and 15 percent go into the General Fund, seconded by Bob Mohr.

There was a lengthy discussion with an emphasis on the current deficit in the 2019 budget and the future deficit in transfers to the Capital fund as set by City policy.

Roll Call Vote – Motion Passed

On a roll call vote all were in favor of the motion. Motion Passed.

Parks and Recreation Manager and Receptionist positions

Council questioned the Manager on the proposed Park and Recreation Manager and the Receptionist positions going to a full-time status.

Motion

Nedward Jacob made a motion to remove the funding from the General Fund for the Parks and Recreation Manager full time position, seconded by Margie Brown.

Council discussed the details with the Manager and Finance Director.

Roll Call Vote – Motion Failed

On a roll call vote Margie Brown, Bob Mohr and Nedward Jacob voted in the positive and Andrew Mohney, Chris Pletcher, Gregory Gebauer and Mayor Radkowski voted in the negative. Motion Failed 4 to 3.

Community Transfers

Council then revisited Community Transfers.

Motion to table – Elk County Fair

Bob Mohr made a motion to table the Elk County Fair budget line item until the next budget workshop, seconded by Margie Brown.

Council requested Mr. Stewart provide the list of allocations received from other entities to the Fair to the Manager and Mr. Stewart agreed.

Motion Passed

All were in favor to approve the motion.

Motion

Chris Pletcher made a motion to approve the Community Transfers as listed except for the Elk County Fair, seconded by Gregory Gebauer.

It was clarified the Golf Authority was not included in the list.

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**Roll Call Vote – Motion
Passed**

On a roll call vote Chris Pletcher, Nedward Jacob, Deputy Mayor Gebauer, Margie Brown and Mayor Radkowski voted in the positive and Bob Mohr and Andrew Mohney voted in the negative. Motion Passed 5 to 2.

**Dedicated Funding for sewer
line replacement and repair**

Nedward Jacob stated as a follow-up from the last budget workshop on the need for dedicated funding for sewer line replacement and repair costs, he made the following motion:

Motion

Nedward Jacob made a motion to increase the sewer base rate by \$4 to cover sewer line replacement costs, seconded by Margie Brown.

It was noted the increase would be set aside for sewer line replacement and repair only. This was separate from the I & I fund.

Travis Skrzypek noted it would take between 34 and 51 years for the entire replacement of all of the pre-1950 sewer lines with the designated amount of \$4.

It was agreed it was a good start and amount to begin with.

It was noted the results from the Consultant's Report would also be helpful.

**Roll Call Vote – Motion
Passed**

On a roll call vote all were in favor to approve the motion except Chris Pletcher who opposed. Motion Passed 6 to 1.

Bond Funds – Charles Street

Nedward Jacob requested to use the remainder of leftover Bond Funds to be used for Charles Street Reconstruction.

Manager Pearson stated he and City staff intended to make the same request for Phase VI.

CAPITAL FUND:

Due to time constraints, the Capital Fund will be discussed at the next workshop.

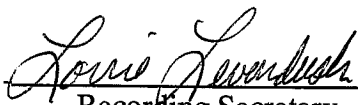
ANNOUNCEMENTS

Mayor Radkowski made the following announcements:

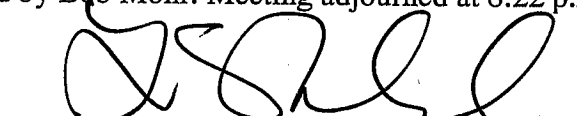
- Next Council Budget Workshop will be held on Thursday, November 8, 2018, at 6:00 p.m. at City Hall.

ADJOURNMENT

Nedward Jacob made a motion to adjourn the meeting, seconded by Bob Mohr. Meeting adjourned at 8:22 p.m.



Recording Secretary



Mayor