

CITY OF SAINT MARYS COUNCIL BUDGET WORKSHOP

NOVEMBER 14, 2017

CALL TO ORDER

A Council scheduled budget workshop of the City of Saint Marys was called to order by Deputy Mayor Gregory Gebauer on Tuesday, November 14, 2017, at 6:02 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 November 10, 2017, posted at City Hall, and published in the Daily Press.

PLEDGE TO THE FLAG

ROLL CALL

Present: Deputy Mayor Gregory Gebauer, Lou Radkowski, Bob Mohr, Andrew Mohny, Nedward Jacob, and Manager Timothy Pearson. Gary Anderson and Mayor Robert Howard were excused.

VISITORS

Visitors included: City Staff – Tom Nicklas, Chief of Police, Tim Brennan, Public Works Director, Travis Skrzypek, Public Works Deputy Director, Carol Muhitch, Finance Director, Lad Kornacki, Wastewater Treatment Plant Chief Operator, Ike Kraus, Wastewater Treatment Plant Maintenance Supervisor and Chris Pletcher, Council member elect.

**BUDGET DISCUSSION:
Administration**

Manager Pearson explained Administration was covered at the last workshop, unless Council had any other questions.

Nedward Jacob questioned if the police department could partner with the State Police instead of hiring a police officer and Chief Nicklas responded the State Police have manpower shortages and their own responsibilities. He explained they already partner with them for numerous investigations, situations and services.

Administration-Other

Manager Pearson explained the Administration-Other contained the community transfers line items.

Nedward Jacob explained he had suggested an additional amount of \$20,000 for the Airport, but after attending the Authority meeting he wanted the additional funds to only pay for the Authority's audit of financial statements for prior years that were never done. The City intends to subtract \$10,284 of their current annual allotment of \$35,000.00 to pay back the restaurant and the hanger loans that the City had paid off for them. He discussed the pending agreement between the Authority and the City which would clarify these details. He also suggested their normal annual allotment be distributed monthly instead of quarterly.

Council discussed issues with prior verbal agreements between the City and the Airport. Council also suggested funds should be solicited from Cameron County and its businesses, since they do not have their own airport. It was also suggested they apply for Act 13 funding from Elk County.

Motion

Nedward Jacob made a motion to allocate \$20,000.00 extra to the Airport Authority pending the agreement with the City and the additional funds to be used for Airport audits only, seconded by Bob Mohr.

CITY OF SAINT MARYS COUNCIL BUDGET WORKSHOP

NOVEMBER 14, 2017

- Discussion Lou Radkowski questioned if the stipulation of the pending agreement mattered and after some discussion it was determined to approve the amount of \$20,000.00 increase to be placed in the budget with the stipulations of the disbursement of the additional funds for audit purposes only. The Solicitor's opinion will be sought to see if this can be further clarified when voting on the City budget.
- Motion Passed On a roll call vote all were in favor of the motion as stated above. Motion passed.
- Council discussed the St. Marys Area Economic Development Corporation annual request in the amount of \$10,000.00 and the unknown details of their financials.
- Motion Lou Radkowski made a motion for the EDC line item in the amount of \$10,000.00 be placed in the budget with a request to the Manager to set up a meeting with the EDC to review and discuss the formal details of the spending of the appropriated funds, with the possibility that Council can withdraw the distribution of those funds, seconded by Bob Mohr.
- Discussion Council discussed the need for the Solicitor to clarify the rules for changing items within the budget after it is published and/or adopted and advertising requirements.
- Motion Passed All were in favor to approve the motion as stated above.
- Manager Pearson recapped the Elk County Fair request of funds in the amount of \$5,000.00
- Motion – Died for lack of a Second Bob Mohr made a motion to remove the funds for the Elk County Fair. There was no second. Motion Died.
- Motion Passed Nedward Jacob made a motion to reduce the Elk County Fair line item from \$5,000.00 to \$1,000.00, seconded by Lou Radkowski and all were in favor, except Andrew Mohny who abstained.
- Manager Pearson recapped the Elk County Humane Society request of funds in the amount of \$10,000.00.
- Motion Lou Radkowski made a motion to reduce the 2018 Elk County Humane Society line item form \$10,000.00 to \$8,000.00, seconded by Gregory Gebauer.
- Roll Call Vote – Motion Failed On a roll call vote Gregory Gebauer and Lou Radkowski voted in the positive and Nedward Jacob, Andrew Mohny and Bob Mohr voted in the negative. Motion Failed.
- Motion Andrew Mohny made a motion to reduce the 2018 Elk County Humane Society line item from \$10,000.00 to \$5,000.00, seconded by Gregory Gebauer.
- Roll Call Vote – Motion Passed On a roll call vote Andrew Mohny, Gregory Gebauer and Lou Radkowski voted in the positive and Nedward Jacob and Bob Mohr voted in the negative. Motion Passed. 3 to 2.
- Manager Pearson recapped the Redevelopment Authority (RDA) request for funds in the amount of \$7,000.00 or any additional funds that Council would like to add.

CITY OF SAINT MARYS COUNCIL BUDGET WORKSHOP

NOVEMBER 14, 2017

Council discussed the request and it was suggested better projections of projects be presented. It was clarified the RDA projects only fund supplies and not labor costs, which can limit the applicants. It was further noted the prior Downtown Economic Development Program was no longer funded, but still could accept applications. It was not known if the RDA was aware of the program options and it was suggested the program could be funded through the RDA budget. It was clarified the RDA funding in 2015 was \$3,500.00 and in 2016 was doubled to \$7,000.00.

Motion with Roll Call Vote -
Motion Passed

Nedward Jacob made a motion to increase the Redevelopment Authority line item from \$7,000.00 to \$8,000.00, seconded by Lou Radkowski and on a roll call vote, all were in favor.

Nedward Jacob wanted to include funds for the paving of City parking lots in the budget, but wanted parking revenue to pay for it.

A paving estimate of \$35,000.00 for the Market Street lot and \$30,000.00 for the Depot Street lot was obtained as standalone project costs. Costs could be less if combined with the City's base repair and/or street paving projects.

Council discussed parking revenue and expenses and it was determined to explore crack sealing and/or sealant of parking lots as continued maintenance until a paving fund could be established. It was recommended to establish a line item for maintenance/paving of lots for next year's budget. Council requested to review the prior costs vs expenses information that was previously compiled.

Capital Improvement Fund

Manager Pearson reviewed the Capital Improvement Fund.

Council discussed the sidewalk project for the boulevard area.

Motion

Andrew Mohny made a motion to leave \$60,000.00 in the fund for land/land improvements for the boulevard sidewalk project, seconded by Lou Radkowski.

Roll call vote- Motion Passed

On a roll call vote all were in favor.

Manager Pearson commented quotes for window replacement for City Hall were requested but not yet submitted. It was suggested to submit for Act 13 funds from Elk County.

Nedward Jacob expressed his dissatisfaction that some of the capital improvement expenses were not showing in each department's budget.

Council discussed the matter and it was explained the goal of the General Fund is to be a true operational budget and also determined the capital expenses were listed by department.

Code Enforcement replacement truck was discussed and it was suggested, since the Police Department would be retiring a 2014 Explorer, they should see if that will work for them before purchasing a new truck.

CITY OF SAINT MARYS COUNCIL BUDGET WORKSHOP

NOVEMBER 14, 2017

It was noted the Police cars were in the rotation for replacement and the video surveillance system would be upgraded.

A list of Street Department equipment for replacement was reviewed.

Infrastructure was slightly increased for base repair to be ready for the 2020 paving schedule.

Sewage Treatment Fund

Public Works Director Tim Brennan reviewed the Sewage Treatment Fund and noted increases for the repair and standardization of manholes, an increase in tipping fees for the disposal of sludge, a list of equipment for replacement and the installation of a shelter over the sludge pad at the plant that was in the budget last year, but not completed. He also noted hiring a consultant to provide a sewer rate structure plan.

Council discussed the Sewage Treatment Fund transitioning to the same format as the City's General Fund as an operational budget.

HOMES Program

Council discussed the HOMES Program line item and the hiring of someone to administer the program. The HOMES program is now accepting applications.

Motion Passed

Nedward Jacob made a motion to direct the Manager not hire someone for the HOMES Program position in the amount of \$40,154.00 until the City receives approval of the program, seconded by Lou Radkowski and all were in favor.

ANNOUNCEMENTS

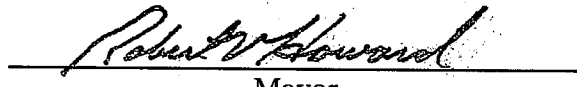
Deputy Mayor Gebauer made the following announcements:

- There will **not** be another Budget Workshop on Thursday November 16th, 2017.

ADJOURNMENT

Lou Radkowski made a motion to adjourn the meeting. Meeting adjourned at 8:44 p.m.


Recording Secretary


Mayor