

## CITY OF SAINT MARYS COUNCIL BUDGET WORKSHOP

NOVEMBER 15, 2016

**CALL TO ORDER**

A Council Budget Workshop of the City of Saint Marys was called to order by Mayor Robert Howard on Tuesday, November 15, 2016 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 November 3, 2016, posted at City Hall, and published in the Daily Press.

**PLEDGE TO THE FLAG****ROLL CALL**

Present: Mayor Robert Howard, Gregory Gebauer, Nedward Jacob, Gary Anderson, Lou Radkowski, Andrew Mohny Bob Mohr, Manager Timothy Pearson, Finance Director Carol Muhitch, Public Works Director Timothy Brennan, Public Works Deputy Director Travis Skrzypek and Chief of Police Tom Nicklas.

**VISITORS**

Visitors included: Amy Cherry and Mike Kronenwetter.

**BUDGET DISCUSSION:  
Administration**

Manager Pearson explained the discussion on Administration was continued to tonight's workshop. He explained the proposed new HR/PR position would be a dedicated person as a HR specialist and be the interface for staff and also build relationships with current available resources. The Public Relation side of the position would deal with the City's website and promoting the City locally and the external world. He believed the Purchasing Agent would fall under the Finance Department and would not tie into this position. The City was currently looking into automating the purchasing order system and also a payroll system.

After a lengthy discussion no motion was made to change the fund as presented, which included the new position in the proposed budget.

**Recreation Fund**

Gary Anderson requested a change to the agenda to accommodate Recreation Board member Mike Kronenwetter who attended tonight's meeting.

Mike Kronenwetter stated he was very surprised to see the article in the newspaper that stated the Recreation Board was requesting a Park Manager. He asked the Recreation Board Secretary to draft the minutes from the last Recreation Board meeting and he presented the draft for Council's review. He stated the board barely discussed, for maybe five minutes, the possibility of having a Park Manager. He stated he believed that wasn't a bad or good decision.

He stated he believed it was something that needed to be discussed by the board and somehow it came before this board and seemed to have been approved and created a tax increase. He stated he definitely believed that the position did not need to be a full time position. He had lots of question about the position but never had the opportunity to discuss it with anyone and thought that was odd since he sits on the Recreation Board.

Gregory Gebauer stated he believed he asked Mr. Wolf when he gave the presentation if he was representing entire the Recreation Board, and he believed his response was yes.

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Mr. Kronenwetter stated he was not aware of the board sending Mr. Wolf or anyone else.

Manager Pearson stated the Recreation Board representatives came to last year's budget workshop and Jim Wolfe and Shad Boschert asked to come this year.

Mr. Kronenwetter stated it did note in the budget portion of the minutes that Mr. Wolf did bring up the hiring of a full time position at the last Recreation Board meeting but it was never really discussed.

Lou questioned if the budget presented from the Recreation Board included the position and Mr. Kronenwetter and Carol Muhitch stated no.

Mr. Kronenwetter stated that was his point, and he believed it needed further discussion. He further stated when he talked to Shad Boschert, the Recreation Board Treasurer, he strongly suggested that nothing be done with 2017 budget. Mr. Kronenwetter was concerned with how this issue was "pushed through" and he believed a tax increase was something "pretty major".

Manager Pearson clarified Council only approved the increase in taxes of 3 tenths of a mill for the Recreation Board. The new position was not finalized yet.

Gary Anderson commented it appears Council was not told the whole story.

Mr. Kronenwetter commented he believed Mr. Wolf did a fantastic job but the "cart got ahead of the horse".

Bob Mohr clarified Mr. Wolfe stated it would be a full time position since during the summertime it they would be busy and in the wintertime they would do other duties like grants.

Lou Radkowski asked if Shad Boschert recommended no action be taken this year's budget and Mr. Kronenwetter responded yes

Lou Radkowski also asked if Mr. Boschert was in the meeting when this was being discussed and Manager Pearson stated Mr. Boschert was in the email "trail" but could not attend the meeting with himself and the Finance Director.

Carol Muhitch explained that Mr. Boschert was told to present any changes before going to Council and the meeting was then scheduled with the Manager.

Lou Radkowski asked where the Chairman with this matter was and Mr. Kronenwetter responded he had called the Chairman and was told he did not know anything about it.

Gregory Gebauer stated Mr. Wolfe handed out a detailed proposal with his presentation and asked if Mr. Kronenwetter had ever seen it and Mr. Kronenwetter responded no.

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Gregory Gebauer asked if it was the Recreation Board's general consensus to send Mr. Wolf to the Council meeting to present this request and Mr. Kronenwetter responded not in any meeting that he was at.

Mr. Kronenwetter stated only the Chairman and the Treasurer, Mr. Boschert, knew he was coming to tonight's meeting.

Gary Anderson stated the Recreation Board minutes (abbreviated) do not reflect the discussion that Council and Mr. Wolf had at the last budget workshop and he believed in order to rectify it he made the following motion.

Gary Anderson made a motion to remove the 3 tenths of a mill from the Recreation Board Fund, seconded by Bob Mohr.

Gregory Gebauer commented the last thing he wanted to do was remove the increase and then they come back and ask for an increase for 2017.

Nedward Jacob and Bob Mohr commented they could come back for the 2018 budget.

Manager Pearson expressed his frustration with the failure of how this matter was presented. He also commented that because of this communication he was concerned that the issues will not ever get solved.

Gregory Gebauer asked if the 3 tenths would help the Recreation Fund and Mike Kronenwetter responded he believed it would not make a difference to help with capital fund projects; it would only fund the position.

Mike Kronenwetter commented he probably would be back to ask for more money and for the new position but he would have his facts straight first.

Carol Muhitch, commented Shad Boschert, Treasurer for the Recreation Board was her contact for the budget and did not mention any issue with the proposal which he was very aware of.

Motion

Bob Mohr commented next year he suggested more information be presented.

Discussion

Gregory Gebauer questioned what the board would do now since if he was a board member he would be very upset with what happened. He also offered to attend the next meeting and Mr. Kronenwetter welcomed him to attend anytime.

Gregory Gebauer asked if the board knew Mr. Wolfe was coming to present the budget request and Mr. Kronenwetter responded yes, to present the budget that was approved and not to add anything to it.

Nedward Jacob commented the increase should be presented properly next year with an approved consensus of the board.

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Manager Pearson stated he would talk to the Chairman. He further stated normally no board comes before Council and does not ask for a change or increase.

Gregory Gebauer commented at a previous Recreation Board meeting he had suggested to the Recreation Board if an increase was needed they should present it to Council for their consideration.

Lou Radkowski commented both versions of the budget should have been presented to the Recreation Board for their consideration. If the position is needed then he suggested the Recreation Board work amongst themselves to start to create the position within the current staff.

Mr. Kronenwetter agreed with the matter being thought out before it was presented.

Travis Skrzypek, stated a consistent reliable Recreation Board contact for City staff is very important.

Roll Call Vote – Motion Passed

On a roll call vote all were in favor to remove the 3 tenths of a mill from the Recreation Board Fund. Motion passed.

Administration –Other

Manager Pearson explained Administration – Other had increases due to sewer billing collection office addition of a part-time receptionist and a new billing system.

The Act 205 contribution was discussed.

The new sewer billing was discussed.

Parking facilities was increased for painting and maintenance of the parking garage.

Manager Pearson questioned if a line item from last year's budget set aside for a debt liability could be left in and changed to a community development fund.

Manager Pearson stated a request was received from the Elk County Fair for \$10,000 for capital improvements.

A request was also received from the Chamber of Commerce for a one time increase of \$3,000 for Christmas lights.

The decision will be needed on the remaining funds from the Downtown Economic Development program of \$5,721.06.

Motion

Nedward Jacob made a motion that the Downtown Economic Development Program funds be reduced to \$5,721.06, seconded by Gregory Gebauer.

Lou Radkowski asked to amend the motion to transfer the remaining funds to the RDA.

Amended Motion Passed

Nedward Jacob amended his motion to take the remaining funds in the amount of \$5,721.06 and transfer it to the Redevelopment Authority 2017 budget, seconded by Gregory Gebauer and all were in favor except Andrew Mohney who opposed.

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## Motion Passed

Nedward Jacob made a motion to eliminate the Community Development line item 493-560 and transfer the \$100,000 to the Capital Improvement Fund, seconded by Gary Anderson and all were in favor.

Council discussed the Chamber request for \$3,000 and it was determined the amount was in the budget presented so no motion was needed to approve.

Council discussed the Elk County Fair request and no motion was made to add it to the budget.

Manager Pearson explained Council had directed the Manager to implement the H.O.M.E.S. Program and he had added a H.O.M.E.S. Program Specialist full time position to the budget. The program would provide \$500,000 in funding for the rehabilitation of low income homes.

Council discussed the program and the position.

There was no motion made to remove the item.

## Capital Improvement Fund

The Capital Improvement Fund was discussed and the list of approved projects was discussed for all departments.

There was no motion to change the list as presented.

## Bond Refinance Project

Manager Pearson explained as a follow-up to the last workshop discussion regarding the required 5 percent requirement from the Bond Refinance. The approved parking lot paving/base repair could not be done within the required time frame.

Tim Brennan, Public Works Director, suggested the purchase of a \$195,000 sweeper and leave \$195,000 in the Capital budget.

## Motion Passed

Lou Radkowski made a motion to approve the purchase of the sweeper as specified by the Public Works Director as part of the bond refunding, seconded by Gary Anderson and all were in favor.

## ANNOUNCEMENTS

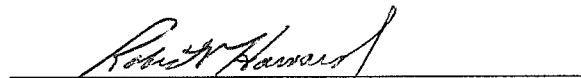
Mayor Howard made the following announcement:

- The next Council meeting will be held Monday, November 21, 2016 at 7:00 p.m. at City Hall.

## ADJOURNMENT

Lou Radkowski made a motion to adjourn the meeting. Meeting adjourned at 9:23p.m.

  
Recording Secretary

  
Mayor