

## CITY OF SAINT MARYS COUNCIL BUDGET WORKSHOP

NOVEMBER 12, 2015

**CALL TO ORDER**

A Council Budget Workshop of the City of Saint Marys was called to order by Mayor Robert Howard on Thursday, November 12, 2015 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 5, 2015, posted at City Hall, and published in the Daily Press.

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

Present: Mayor Robert Howard Gregory Gebauer, Nedward Jacob, Lou Radkowski, Gary Anderson, Sally Geyer, Bob Mohr, Manager Timothy Pearson, Finance Director Carol Muhitch, City Engineer Timothy Brennan, GIS Coordinator Travis Skrzypek, Chief Operator Lad Kornacki and Maintenance Supervisor Mike Kraus.

**VISITORS**

Visitors included: Richard Sadley

**BUDGET DISCUSSION:**  
Budget Updates

Manager Timothy Pearson stated, as requested from the last budget workshop, the St. Marys Area Economic Development Corporation Office provided information regarding where its funds are distributed and a summary of its mission and program details. Also, the upgrade to the Police Department's portable radios, car radios and the base station through an Early Intervention Grant was discussed at the prior budget workshop and it was determined the grants funds could be reapplied for, but since the match amount may vary it was recommended to move forward with the upgrade in the 2016 budget. Council was provided with corrections and updates as determined at the last budget workshop.

## Capital Improvement Fund

Manager Pearson requested Council to consider an amount to leave in the Capital Reserve Fund. He suggested a range between 1.2 million and 1.5 million. Council also needed to determine how much to transfer from the General Fund to maintain that balance based on Revenue and Expenditures within the Capital Improvement Fund, which included a decision on the upgrade to the Police Department radios and the proceeds of the sale of Dr. Lin's donated property to the Recreation Fund.

Council, Manager Pearson, Finance Director Carol Muhitch and Public Works Director Tim Brennan, discussed committing the percentage amount of 10 percent to be transferred from the General Fund into the Capital Reserve Fund for 2016 and future years to allow for long term planning for Capital and Infrastructure Projects. This percentage may be adjusted annually by Council. The Unrestricted Fund Balance Policy currently commits 18 percent of the General Fund to remain in the General Fund Operating Account. This amount may also be adjusted annually by Council. In the future additional sources of revenue may be considered to continue the commitment to the Capital Improvement Plan. Council made no changes to the recommended percentages.

## Capital Purchases/ Projects

Council reviewed and discussed the line items regarding Capital purchases and projects.

Tim Brennan stated, as Council had approved at a previous meeting, a line item for the widening of South

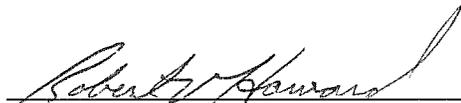
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Michael Street by the Post Office was placed in the 2016 budget for Council's consideration.

- Motion Gary Anderson made a motion to move the \$50,000 line item for the widening of South Michael Street from 2016 to 2017, seconded by Lou Radkowski.
- Roll call vote- Motion Passed On a roll call vote, all voted in the positive except Bob Mohr who voted in the negative. Motion passed.
- Elk Creek Park Feasibility Council discussed the Elk Creek Park Feasibility Study costs.
- Motion Passed Nedward Jacob made a motion to allot \$10,000 in the Capital Improvement Fund for the Elk Creek Park Feasibility Study, seconded by Lou Radkowski and all were in favor, except Gary Anderson who opposed.
- Sewage Treatment Fund Manager Pearson explained possible options for sewer base rate and consumption rate increases, due to a deficit in the Sewage Treatment Fund.
- Council discussed line items within the fund and options for rate increases.
- Motion Sally Geyer made a motion to set the sewer base rate and consumption rates as follows:
- \$22.50 – Residential Customers (stays the same)  
 \$30.00 – Business/Commercial - Other  
 \$50.00 – Industrial Customers  
 Consumption Rates will be based on a two-tier system 0 to 50,000 gallons and 51,000 and up gallons to be determined by the Finance Director to balance the fund.
- Motion Died Motion died for lack of a second.
- The options will be presented at Council's regular meeting on Monday, November 16<sup>th</sup>, 2015 for their consideration.
- ANNOUNCEMENTS** Mayor Robert Howard made the following announcement:
- The next Council meeting will be held Monday, November 16, 2015 at 7:00 p.m. at City Hall.
- ADJOURNMENT** Gary Anderson made a motion to adjourn the meeting. Meeting adjourned at 8:48 p.m.

  
 Recording Secretary

  
 Mayor