

**CITY OF SAINT MARYS COUNCIL  
BUDGET WORKSHOP**

149

**NOVEMBER 8, 2023**

**CALL TO ORDER**

The scheduled Council Budget Workshop of the City of Saint Marys was called to order by Mayor Lyle Garner on Monday, November 8, 2023 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 2, 2023, posted at City Hall and published in the Daily Press.

**PLEDGE TO THE FLAG**

**ROLL CALL**

Present: Mayor Lyle Garner, Deputy Mayor Bob Roberts, Andrew Mohny, Shane Schneider, Nedward Jacob, Sally Geyer, Jerome Sorg, Manager Joe Fleming, Recording Secretary Lorrie Levenduski.

City Staff: Finance Director Carol Muhitch, Chief of Police Tom Nicklas, Tim Brennan, Director of Public Works, Travis Skrzypek, Deputy Director of Public Works, Tina Gradizzi, Director of Community and Economic Development, Matt Young, Code Official, Ike Kraus, Plant Maintenance Supervisor.

**VISITORS**

There were no visitors.

**BUDGET RECAP**

Manager Fleming commented that the Fire Department and the St. Marys Ambulance both expressed their appreciation for Council's support. There proposed increases were included in tonight budget numbers.

Carol Muhitch explained this was the second year that City staff has presented a balanced budget for the General Fund and the Sewage Treatment Fund. The focus tonight was the proposed Capital Projects. 11 percent of the General Fund and 46 percent of the Sewage Treatment Fund will be transferred to the Capital Reserve Fund for Capital Projects. The future of these two budgets looks good and should continue to be balanced with the increase in the Earned Income Tax, Real Estate Revenue and the adjustments to the Sewer rates. Overall revenue and expenses were reviewed.

**General Administration**

The General Administration budget was discussed.

General Administration costs within the General Fund consists of the following departments and/or programs: Mayor-Council, Manager, Financial Administration, Tax Collection, Solicitor

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Fees, Human Resources-Public Relations, Personnel Administration, and buildings costs for City Hall.

No changes were made.

**Public Safety**

The Public Safety budget was discussed.

Public Safety contains the Police Department, EMA, Code Enforcement, and the Planning and Zoning Departments.

Police Department was reviewed.

No changes were made.

Code Enforcement/Planning and Zoning

No changes were made.

Emergency Management

No changes were made.

**Public Works**

The Public Works budget was discussed.

Public Works is responsible for the reconstruction and maintenance of City roads, snow removal; traffic signals and street signs; storm sewers and drains; curbs and sidewalks.

Increases in oil and chip costs has prohibited all the unimproved roads to be done annually.

No changes were made.

Sanitation

Sanitation includes expenditures to administer the utility billing and managing the sewage treatment plant, recycling costs and on-lot sewage inspections.

No changes were made.

Parking Facilities

Parking Facilities includes the expenditures related to the parking garage, municipal parking lots and on-street parking.

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No changes were made.

**Community & Economic Development**

Community & Economic Development department serves as a communication between the City and the downtown business and local organizations. The department works with the community in developing economic development through grant revenue. Major funding is through the federal and state government.

No changes were made.

**Other Administration**

Other Administration contains Interfund Operating Transfers, Miscellaneous and Community Transfers.

No changes were made.

**CAPITAL FUNDS  
Capital Reserve Fund**

The Capital Reserve fund and the CDBG fund accounts for all resources and expenditures concerning the acquisition, construction or improvements of capital facilities, acquisition of equipment and infrastructure cost by the municipality including special revenue funds and enterprise funds.

Funds from the General Fund are transferred to the Capital Reserve fund based on the City Policy.

The project to add a garage to the Fire/Police station on Erie Ave. was discussed. A list of the benefits, safety reasons and advantages were provided. It was noted the project was contained in the Strategic Management Plan.

Matt Young provided the details of the proposed design.

No changes were made.

**Capital Reserve – Streets  
Roads, and Bridges**

This fund was created in the 2019 budget. Revenue to support these expenditures came from the increase in the Earned Income Tax imposed in 2019. 85% of the .2 tenths increase is allocated to this program. Half of this funding is for streets, roads and storm sewers and the other half is for bridges.

Ash Street reconstruction would be done in phases.

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N. Michael St. bridge was temporarily repaired and was on the schedule for replacement.

Other bridges were being assessed and prioritized.

CDBG fund

No changes were made.

**ENTERPRISE FUNDS  
Sewage Treatment Fund  
Budget**

Cost to manage and operate the Sewage Treatment Plant is paid through the Sewage Treatment Fund. This fund is an operating fund. For capital cost for the Sewage Treatment Plant, the cost is paid through the Sewer Fund and capital cost to upgrade and to maintain the sewer lines is paid through the I & I Fund and the Sewer Line Replacement Fund.

No changes were made.

Capital Fund

Replacement of the bridge at the entrance to the Sewage Treatment Plant and a temporary alternate entrance was discussed.

No changes were made.

**Motion to accept 2024  
proposed budget**

Shane Schneider made a motion to accept the 2024 budget with the changes as presented, seconded by Jerome Sorg and all were in favor, except Sally Geyer who opposed.

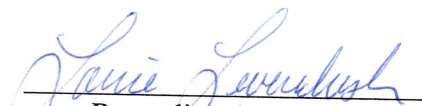
**ANNOUNCEMENTS**

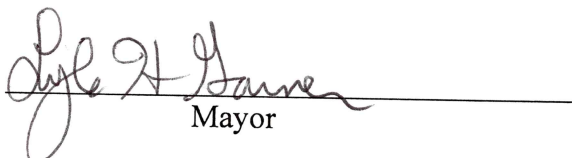
Mayor Lyle Garner made the following announcement:

- Next Council regular meeting will be held on Monday, November 20, 2023, at 7:00 p.m. at City Hall.

**ADJOURNMENT**

Andrew Mohny made a motion to adjourn the meeting, seconded by Shane Schneider. Meeting adjourned at 8:03 p.m.

  
Recording Secretary

  
Mayor