

**CITY OF SAINT MARYS COUNCIL  
BUDGET WORKSHOP**

**NOVEMBER 3, 2025**

**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 3, 2025, 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, 2025, posted at City Hall and published in the Daily Press.

**PLEDGE TO THE FLAG**

**ROLL CALL**

Present: Mayor Lyle Garner, Deputy Mayor Shane Schneider, Jerome Sorg, Nedward Jacob, Anthony Gregory, Joe Sarginger, City Manager Joseph Fleming, and Recording Secretary Rachael Hughes.

Stephen Bagley was absent.

City Staff: Finance Director Charles Nunamaker, Chief of Police Tom Nicklas, Interim Chief of Police K. Mike Shaffer, Director of Public Works Tim Brennan, Deputy Director of Public Works Travis Skrzypek, Chief Code Official Ted Polinski, Director of Parks and Recreation Dani Kugler, and Director of Community and Economic Development Matt Pfeufer.

**VISITORS**

There were no visitors.

**CITIZEN COMMENTS ON  
AGENDA TOPICS**

There were no citizen comments on agenda topics.

**BUDGET OVERVIEW AND  
SUMMARY**

Manager Fleming provided the following comments:

The annual budget is the most important document that Council will review for the year.

He commended the Finance Director Charles Nunamaker and City staff for their hard work. The 2026 budget is balanced and no increase in taxes is being requested.

**GENERAL FUND BUDGET**

The General Administration budget was discussed.

**General Administration**

General Administration costs within the General Fund consist of the following departments and/or programs: Mayor-Council, Manager, Financial Administration, Tax Collection, Solicitor Fees, Human Resources-Public Relations, Personnel Administration, and building costs for City Hall.

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**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.

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 include the expenditures related to the parking garage, municipal parking lots, and on-street parking.

No changes were made.

Community & Economic Development

Community & Economic Development department serves as a means of communication between the City and the downtown business and local organizations. The department works with

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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.

**Wage Schedule**

The wage schedule was presented to Council.

Nedward Jacob challenged the wage schedule and requested an Executive Session.

**REPORT ON EXECUTIVE  
SESSION**

Council recessed into Executive Session beginning at 6:47 p.m. to discuss personnel matters. Council reconvened at 7:11 p.m. No decisions were made.

**CAPITAL FUNDS  
Capital Reserve Fund**

The Capital Reserve Fund and the CDBG Fund account 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.

Police Chief Tom Nicklas provided details of the planned expenditures for the Police Department in 2026.

No changes were made.

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

The Capital Reserve Fund – streets, roads, bridges, and storm sewers was created in the 2019 budget. Funds allocated to the reserve are for improvements related to streets, roads, and bridges. Revenue to support these expenditures comes from the increase in Earned Income Tax imposed in 2019. One half of this funding is for streets, roads, and storm sewers and the other half is for bridges.

Public Works Director Tim Brennan and Public Works Deputy Director Travis Skrzypek provided details of the proposed road and bridge repairs.



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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 costs for the Sewage Treatment Plant, the cost is paid through the Sewer Fund and capital costs to upgrade and maintain the sewer lines are paid through the I & I Fund and the Sewer Line Replacement Fund.

There were no changes made.

**SPECIAL REVENUE  
FUNDS**

Charles Nunamaker explained the Special Revenue Funds are millage-based funds set by Council.

**Street Lighting Tax Fund**

The Street Lighting Tax Fund receives 2.5% of the Real Estate Tax revenue. This revenue pays for the street lighting in town, lighting in the parking garage, and in the parking lots. This funding also pays for new streetlights and installation.

There were no changes to the Street Lighting Fund.

**Fire Protection Fund**

The Fire Protection Fund receives 7.2% of the Real Estate Tax revenue. This is the only revenue generated to pay for fire protection, maintenance on buildings and for debt service. The Fire Protection Fund revenue is also used to purchase new equipment such as fire trucks.

There were no changes to the Fire Protection Fund

**Recreation Fund**

The Recreation Fund is responsible for the administration, maintenance, and operating seasonal programs for Memorial, Benzinger, Luhr, Kaulmont, and Diamond Street parks and the Community Pool. Tax revenue received equals 8.7% of total Real Estate Tax revenue. The parks and pool charge user fees for programs offered. Park workers wages are offset by PHEEAA and Stackpole Hall grants.

Manager Fleming stated he is exploring options for closing the pool and planning renovations while minimizing immediate expenditures. He detailed that the proposed project would be completed in multiple phases, with a total of five phases anticipated. Phase one is currently underway, focusing on the design of a simple initial plan. Once the design is finalized, a presentation will be made to Council during a monthly meeting to initiate the fundraising campaign and pursue available grant opportunities. The estimated total cost of the project is between

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\$2 million and \$2.5 million. Manager Fleming stated that closing the pool would represent an investment in other community parks.

There were no changes to the Recreation Fund.

**Library Fund**

The Library Fund receives 3% of the Real Estate Tax revenue. The St. Marys Public Library receives the tax revenue that we collect.

There were no changes to the Library Fund.

**Ambulance Fund**

The Ambulance Fund receives four tenths of a mill or 2% of the Real Estate Tax revenue that the City anticipates collecting. Total revenue collected in the Ambulance Fund goes directly to the St. Marys Ambulance Association.

There were no changes to the Ambulance fund.

**Fire Hydrant Fund**

The Fire Hydrant Fund receives 1.5% of the Real Estate Tax revenue. The fund pays for the cost of fire hydrant service from the St. Marys Water Authority.

There were no changes to the Fire Hydrant Fund.

**Debt Fund**

The Debt Fund budget shows the payments that need to be made in 2026 for the short-term and long-term loans and bond issue. The City uses the Liquid Fuels tax funding to pay for the PIB loans, and the bond issue is paid by the Real Estate Tax revenue in the Debt Fund.

There were no changes to the Debt Fund.

**Shade Tree Fund**

There were no changes to the Shade Tree Fund.

**Motion to accept 2026  
proposed budget**

Anthony Gregory made a motion to accept the 2026 proposed budget, seconded by Shane Schneider, and all were in favor.

**ANNOUNCEMENTS**

Mayor Lyle Garner made the following announcement:

- Next Council regular meeting will be held on Monday, November 17, 2025, at 7:00 p.m. at City Hall.

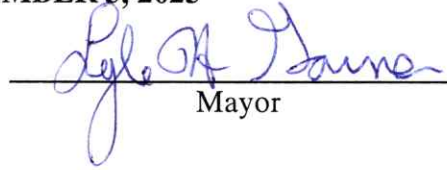
**ADJOURNMENT**

Anthony Gregory made a motion to adjourn the meeting, seconded by Shane Schneider. Meeting adjourned at 8:21 p.m.

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Recording Secretary

  
Mayor