

**CITY OF ASHTABULA – COUNCIL CHAMBERS**  
4717 Main Avenue, Ashtabula, OH 44004

**SPECIAL MEETING MINUTES**  
Thursday, December 27, 2018

Council met in a SPECIAL MEETING. The President of Council called the meeting to order at 8:00 a.m.; the Ward 2 Councilor offered the opening prayer and the Pledge of Allegiance was recited.

Member(s) Present:            Mr. August A. Pugliese                            (Ward 2 Councilor)  
   Mr. Richard A. Quaranta                        (Ward 3 Councilor)  
   Mr. Michael D. Speelman                        (Ward 4 Councilor)  
   Ms. Jane E. Haines                                (Ward 5 Councilor)  
   Mrs. Kym A. Harley                                (Ward 1 Councilor)  
   Mr. Christopher J. McClure                       (Vice-President)  
   Mr. John S. Roskovics                            (President)

Member(s) Absent:            None

Officer(s) Present:            Mr. James M. Timonere                            (City Manager)  
   Mr. Michael Franklin                            (City Solicitor)  
   Ms. Traci R. Welch                                (Director of Finance)  
   Mrs. LaVette E. Hennigan, MMC                (Clerk of Council)

Officer(s) Absent:            None

**SUNSHINE LAW CERTIFICATION**

The Clerk of Council certified conformity to the Sunshine Law.

**PURPOSE**

The President announced the purpose of this Special Meeting was to discuss and vote on:

- 2019 Budget Appropriations
- A contract with Andritz Separation Inc. for emergency repairs at the Waste Water Treatment plant, and
- Final 2018 Supplemental Appropriations.

**WELCOME**

The President welcomed visitors.

**LEGISLATION AGENDA**

**DISCUSSION**

Manager

- Thanked the Director of Finance and all department heads for their work on the 2019 budget. He noted the Director of Finance came on board October 1, and delved right in to the budget process. There were challenges with the new finance software, so

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everything was scrapped, an Excel sheet was created and they got to work going line by line to get present this budget.

- 2019 projected carryover is just over \$471,000
- 2019 projected ending cash balance is \$251,526. We would like the number closer to \$500,000 or more.
- The budget is extremely tight.
- Revenues are pretty much what they have been over the last few years; fluctuating a little, here and there.
- Expenses are slightly up.
- He looks at Estimated Revenues and Estimated Expenditures and tries to remain within those numbers to build a carryover each year.
- The big increases are in Health Insurance. We are going to meet with our health insurance agent and the three unions right after the beginning of the year, which begins July 1 and ends June 30. The current health insurance agreement has one year remaining. If the health insurance increases to much there is a provision that permits us to go out for bid.

Q: How did our beginning balance improve so much?

A: As we get closer to the end of the year line items are able to be adjusted more, such as:

- Not all payroll appropriations were required
- We found a cliché in the finance software formatting resulting in availability of more funds
- Purchase orders were closed, and
- Some revenues that were thought to be finished coming in for the year, were not.
- Meeting with the Municipal Court resulted in their commitment to assist the General Fund in 2019 (see attached document titled "Municipal Court Budget Adjustments to Assist the General Fund in 2019".)
- In these last few days there will be a few more blanket purchase orders closed, which will increase the carryover even more.

Q: Are we are full realization of the early retirement buyouts?

A: Yes, the loan that was secured to offer the buyout is paid off. It is bittersweet in that we have less to payout in payroll but we also have less staff to get the work done.

Other topics discussed:

- The need to increase the carryover balance.
- Unfunded liabilities (e.g., large retirement and sick time payouts); being able to save for them.
- Healthcare: What it means to be Self-Insured and the high cost of health insurance.
- The need to continue to meet with the Municipal Court (next meeting scheduled for tomorrow). Council, City Manager Director of Finance will have to be vigilant in continuing to dialogue with MC; there are still lots of things to figure out and we

have to ensure the MC has an understanding of how the budget works – this is crucial. While the MC has agreed to help the General Fund, a true review of their budget shows a shifting of expenses to other accounts. If the MC continues to pay for items out of their project funds, those funds will become depleted; then what?

- The consideration of the MC paying rent is not an option. The Solicitor said the Ohio Revised Code mandates the host municipality provide space at no cost.
- Land Bank activities.
- Waste Water Treatment Plant needs.
- Securing a grant to make repairs to the Tivision Place road and pump station.

### **Formal Legislation Request**

Mr. Pugliese moved, Mr. Quaranta seconded to formally request Ordinance Nos. 2018-126, 2018-128 and 2018-129; motion CARRIED.

### **Consent Agenda**

Mr. Quaranta moved, Mrs. Harley seconded to present the legislation agenda as a consent agenda; motion CARRIED.

### **Legislation Reading**

The Clerk of Council presented the following legislation for City Council's consideration:

ORDINANCE NO. 2018-126, AN ORDINANCE TO PROVIDE FOR APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENSES OF THE CITY OF ASHTABULA, OHIO FROM JANUARY 1, 2019, THROUGH DECEMBER 31, 2019. (City Manager)

ORDINANCE NO. 2018-128, AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ANDRITZ SEPARATION INC. FOR THE PURPOSE OF PROVIDING EMERGENCY REPAIRS TO DAMAGED EQUIPMENT AT THE WASTEWATER TREATMENT PLANT. (City Manager)

ORDINANCE NO. 2018-129, AN ORDINANCE TO MAKE FINAL SUPPLEMENTAL APPROPRIATIONS IN THE GENERAL, PUBLIC WORKS, SANITATION, POLICE PENSION, AND CDBG FUNDS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF ASHTABULA, STATE OF OHIO, FOR THE PERIOD JANUARY 1, 2018 THROUGH DECEMBER 31, 2018. (Director of Finance)

Mr. Pugliese moved, Mrs. Harley seconded to waive the reading of the consent agenda legislation; motion CARRIED. Mr. Pugliese moved, Mr. Quaranta seconded to waive the Charter requirement of two readings of the consent agenda legislation. On the roll call to waive the Charter requirement of two readings: Mr. Pugliese, Mr. Quaranta, Mr. Speelman, Ms. Haines, Mrs. Harley, Mr. McClure, Mr. Roskovics voted yea; motion CARRIED. On the roll call to adopt the legislation: Mr. Pugliese, Mr. Quaranta, Mr. Speelman, Ms. Haines, Mrs. Harley, Mr. McClure, Mr. Roskovics voted yea; motion CARRIED.

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The Ward 2 Councilor thanked the Manager and department heads for the work they put in to balance the budget. The Ward 1 Councilor thanked the Clerk of Council for working during her vacation.

Hearing nothing further to come before this Council, the President announced the meeting adjourned at 8:53 a.m.

DATE APPROVED: January 7, 2019

ATTESTED BY: John S. Roskovics  
**John S. Roskovics**  
**President of Council**

ATTESTED BY: LaVette E. Hennigan  
**LaVette E. Hennigan, MMC**  
**Clerk of Council**