



**City of Ashtabula**  
Ashtabula City Council  
Finance & Personnel Committee Meeting  
Friday, January 17, 2025 at 8:30 AM  
Council Chambers  
4230 Lake Avenue

Minutes

**Opening of Committee Meeting**

**Call to Order**

The meeting of the Ashtabula City Council Finance and Personnel Committee was called to order at 8:30 a.m. by Committee Chair Kym Foglio.

**Roll Call**

**Members Present:** Chair: Ward 1 Councilor Kym Foglio, Vice Chair: Ward 5 Councilor Jane Haines, Member: President John Roskovics

**Absent:** none

**Officers Present:** City Manager James Timonere, Finance Director Marie Yvrose Augustin, Clerk of Council Stacy Millberg

**Visitors:** Assistant City Solicitor Catherine Colgan, Water Pollution Control Superintendent Mark Verzella, Carl St. Angelo

**Sunshine Law Certification**

A quorum was established as defined by the Ashtabula City Council Rules of Order. The meeting met the requirements of the Ohio Sunshine Laws Open Meetings Act.

**Welcome and Acknowledgement of Visitors**

Council President John Roskovics requested an executive session prior to the meeting adjournment for the purpose of discussing personnel/hiring.

Motion: Council President John Roskovics moved to convene an executive session to discuss personnel/hiring; Ward 1 Councilor Kym Foglio seconded.

Discussion: None

ROLL CALL VOTE

Yeas: Ward 1 Councilor Kym Foglio, Ward 5 Councilor Jane DiGiacomo, Council President John Roskovics

Nays: None

**Special Guest Presentation**

**Finance Director's Report**

Finance Director Marie Yvrose Augustin provided the report. In 2023, the City requested assistance from the Ohio Attorney General's Office in collecting \$1.6 million in income taxes. As of December 31, 2024, \$625,136.98 has been collected. There is still \$783,078.29 to collect. The Finance Department is working with the Attorney General's Office to determine if the money can be collected faster.

In December, LGS, the firm the City was using for the conversion from cash basis accounting to accrual basis accounting, informed the Finance Director it would no longer provide services to the City. City officials requested bids for those services. John Phillips was awarded the bid. The cost will be \$25,000 for those services. The firm also conducts the City's single audit. The Finance Director will present the contract for City Council's consideration at the January 21, 2025 Regular Council Meeting.

The sewer assessment issue has been resolved. The Ashtabula County Treasurer's Office credited the accounts of the affected residents.

The Finance Director met with Municipal Court staff to discuss the budget. Finance Director Marie Yvrose Augustin stated the meeting went well and court staff are open to meeting with City Council and the City Manager to discuss any issues.

### **2024 Statement of Cash Position**

Finance Director Marie Yvrose Augustin discussed the 2024 Statement of Cash Position. The carryover in five different funds is lower than projected. To correct this, the Finance Director will request appropriations for City Council's consideration at the January 21, 2025, Regular Council Meeting. Last year closed with \$14 million, which will carry over to 2025. The Statement of Cash Position reflects balances for all funds, including those outside of the General Fund.

City Manager James Timonere stated that while the \$14 million carryover seems high, certain funds, such as the Self Insurance Fund, must have a high balance. Other accounts, such as the Street Lighting Fund, are projected to be at zero dollars at the end of the year because they are supplemented by the General Fund. City officials will be looking at the various funds to see what needs to be moved around.

President Roskovics asked about the difference between Wastewater and Wastewater Capital. The City Manager stated the capital account funds all the major improvements and projects, while the other account funds the daily operations.

Vice Chair Jane DiGiacomo asked if the investments were listed in the report. City Manager Timonere stated the investments are reflected in the General Fund; they are not separate.

### **December 2024 Investment Report**

The Finance Director provided a breakdown of the City's investments. As of December 2024, STAR Ohio investments totaled \$5.3 million and Securities investments totaled \$10 million. In 2025, the City is projected to earn \$310,827 in investment income. The projections for 2026 and 2027 are lower because some of the investments will reach maturity.

### **City Manager's Report**

City Manager James Timonere stated all of the data from the November storm was submitted to the Ohio Emergency Management Agency and will be presented to the Ohio Governor for consideration for reimbursement. The total amount submitted was \$290,000. That included overtime for the fire department and public works department; salt costs, which totaled more than \$40,000; costs for the private contractors; and costs for using the City's trucks. City Manager James Timonere stated he does not have a timeframe as to when or how the City will receive notification from the Governor's Office on reimbursement.

The City is under contract with the State of Ohio to purchase road salt. The City started the year with approximately 750 tons of salt. The allocation this year was 2,000 tons. City Manager James Timonere stated delivery of salt has been an issue. A 500-ton order was placed last week and

another 500-ton order was placed this week. City officials have been contacting other distributors for options if more salt is needed.

The entrance exams for the fire department and police department are set for March 23, 2025. The police department will give a lieutenant exam sometime this year. The City Manager will start looking at hiring the extra staff that was planned for 2025. Those positions include a code enforcement officer in Planning and Community Development, an additional person in Public Works, and an additional person in Water Pollution Control. The police department will also hire a part-time dispatcher.

Council President John Roskovics asked about repairs to a sewer grate that was damaged on the street. City Manager James Timonere stated the Public Works Department repairs them.

Council President John Roskovics asked if the City will collect income tax from Ashtabula Area City Schools employees now that the schools have been moved to the City. City Manager James Timonere stated that income tax will be collected from those employees for the next several years while the high school building is repaired.

### **New Business**

City Manager James Timonere stated the Ashtabula County Treasurer's Office will host a mobile property tax collection in Council Chambers on February 21, 2025 from 9 a.m. to 3 p.m. so City residents do not have to travel to Jefferson to pay their property taxes. Only credit card payments and check payments will be accepted.

An executive session convened at 9:09 a.m. After the executive session was over, Committee Chair Kym Foglio reconvened the public portion of the meeting, with no action taken.

### **Next Meeting**

**March 21, 2025**

### **Adjournment**

The meeting was adjourned at 9:30 a.m. by Committee Chair Kym Foglio.