



**City of Ashtabula**  
Ashtabula City Council  
Finance & Personnel Committee Meeting  
Friday, April 18, 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 8:33 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, City Solicitor Cecilia Cooper, Finance Director Marie Yvrose Augustin, Clerk of Council Stacy Millberg

**Visitors:** Kelli Jones

**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**

**Special Guest Presentation**

**Finance Director's Report**

Finance Director Marie Yvrose Augustin provided the report. The City is doing well as far as cash coming in. Funds from property tax collection were received from the county at the beginning of April. There was a small issue with the disbursement, but the County Treasurer is working to rectify it. The target for expenses was 25 percent, which is where the expenses are for this point in the year. The revenues are on target as well. The City received approximately \$2.8 million from the county for the first half of real estate taxes. The money that was borrowed from STAR Ohio will be paid back plus any fees that were incurred. The county charges a fee to collect real estate taxes, which totaled approximately \$91,000. The Investment Committee met Jim McCourt, the City's financial advisor, recently to discuss the investments due to the current state of the stock market. Most of the City's money is invested in bonds. There is approximately \$2.1 million currently invested in STAR Ohio, approximately \$2.6 million in bank deposits and approximately \$10.0 million in securities. Finance Director Marie Yvrose Augustin is working to negotiate a higher interest rate with Key Bank for the bank deposits. Council President John Roskovics asked if the money the City has in the bank is insured. Finance Director Marie Yvrose Augustin stated the FDIC insures up to \$250,000. After that, she believes there is some additional protection with the Ohio Pooled Collateral System, but she doesn't know much about it. City officials are looking into the best options for

securing the City's on-hand deposits.

Council President John Roskovics asked about the state legislature limiting school funding and whether it would impact the city school district. City Solicitor Cecilia Cooper stated if school districts have a certain carryover percentage, she could see the state limiting how much funding the district receives. Finance Director Marie Yvrose Augustin stated any carryover amount must be reported and encumbered at the end of the fiscal year. The carryover can be reported as obligated to show that the money is earmarked for something. City Manager James Timonere stated if the City were to pull \$12 million from its investments, it would show a huge deficit as it is a matter of cash flow.

Finance Director Marie Yvrose Augustin provided an update on the City's delinquent income tax collection. More than \$1 million was sent to the Attorney General's Office for collection. As of the end of March, \$780,276.90 had been collected, and \$507,683.47 is still outstanding. Last year, 4,393 City income tax returns were filed. This year, 2,621 have been filed and there are still three boxes that the income tax staff has yet to process. The difference could be due to individuals applying for extensions. City Manager James Timonere also stated that he believes there is a provision for corporations to file through the state rather than directly with the City, which could also contribute to the difference in the number of tax returns filed this year.

The City requested a 60-day extension to file the ACFR report. Finance Director Marie Yvrose Augustin stated she wanted to have this completed before her last day, but that would not be possible.

## **Revenue Report**

## **Expense Report**

## **Statement of Cash Position**

## **March 2025 Meeder Report**

## **City Manager's Report**

City Manager James Timonere stated that he will have three ordinances for Council's consideration at the April 21, 2025 meeting. The first ordinance is the memorandum of understanding with the Fraternal Order of Police for the vacation seniority for lateral transfers. This will allow those individuals transferring from other law enforcement agencies to bring their vacation time with them. Lateral hires will get one week of vacation the first year they are hired and, beginning the next calendar year, their vacation time will be computed based on their continuous years of full-time service with another law enforcement agency. This would not apply if the individual has retired or been terminated from that department. The other two ordinances are a repeal and replacement ordinance to modify the City's codified ordinance dealing with lateral transfers. Currently, the City requires lateral transfers to have a minimum of three years of full-time service with another agency or five years of part-time service. The proposed legislation will change that to one year of full-time service or two years of part-time service with another agency.

Committee Chair Kym Foglio asked for clarification on the repair or replacement of equipment in the Water Treatment Plant. City Manager James Timonere stated the sewer jet is currently being repaired and will be out of service for approximately three to four weeks. The equipment is 21 years old. City officials are looking at options to replace it. The cost to replace the equipment is upwards of \$600,000 and several companies have provided quotes indicating the final price will not be determined until delivery due to tariffs. City Manager James Timonere stated he would be discussing options with the Finance Manager. One company has a truck available now. City Solicitor Cecilia Cooper stated the tariff language is going to be an issue for the City when negotiating contracts. The

Finance Director cannot certify a contract without an amount. City Manager James Timonere stated that the City has the potential to receive over \$1 million of waste water to be processed at the Waste Water Treatment Plant. This will generate additional revenue which could potentially offset the cost of a new sewer jet.

Interviews are being conducted for the part-time seasonal positions.

### **New Business**

Ward 5 Councilor Jane DiGiacomo stated she was approached by a resident regarding a committee for the parks levy. City Manager James Timonere stated City officials cannot be involved in a committee. A private citizen has to establish a committee.

City Solicitor Cecilia Cooper stated that if Council wishes to proceed with a charter change to increase the purchasing threshold for the City Manager without needing Council's approval, they need to establish an amount they wish to increase it to. City Manager James Timonere stated he would like to see the amount increased to between \$50,000 and \$75,000. The Ohio Revised Code allows for up to \$100,000. The committee agreed on \$50,000.

### **Next Meeting**

**May 16, 2025**

### **Adjournment**

The meeting was adjourned at 9:51 a.m. by Committee Chair Kym Foglio.