



City of Ashtabula
Ashtabula City Council
Finance & Personnel Committee Meeting
Friday, June 20, 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 8:31 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: Clerk of Council Stacy Millberg

Officers Present: City Manager James Timonere, Finance Director Vladimir Kan, Assistant Finance Director Carolyn Sheldon, Water Pollution Control Superintendent Mark Verzella, Chief Shawn Gruber

Visitors:

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 Vladimir Kan provided the report. The Finance Department has collected \$825,000 year to date with 855 accounts in the collections process, totaling \$571,000. The income tax office also processed 535 business accounts last year, representing 1/3 of all accounts. Some \$550,000 has been received from businesses in this fiscal year. There were 3,396 accounts with an outstanding balance of \$96,000 due from returns from last year. There are 79 accounts currently on the payment plan totaling approximately \$150,000.

Assistant Finance Director Carolyn Sheldon stated that the software that produces the Statement of Cash report is not working. Once it is updated, she will provide a report.

President John Roskovics asked how a pay increase for the Police Department would affect that line item. City Manager James Timonere stated that before the end of the year, funds would have to be appropriated in that line.

Ward 5 Councilor Jane DiGiacomo asked about the percentage of people being born vs. the people dying in Ashtabula. City Manager James Timonere stated that the City has always been able to

issue birth certificates for anyone born in the state of Ohio. There is now a new system, so death certificates can be purchased anywhere as well, not just in the issuing county. He stated that officials are looking at ways to track those numbers.

Finance Director Vladimir Kan stated the Finance Department will have all-staff training at the end of July as a refresher for more effective communication and customer service. The cost is \$1,500.

Revenue Report

Expense Report

City Manager's Report

City Manager James Timonere discussed a rate increase for sanitation. He stated he would prepare some spreadsheets to see what a rate increase would look like. He stated that nine people have left or retired from the police department. Eight of them will be replaced. Four lateral transfers have been hired. The Civil Service test will be certified soon. The fire department is doing well. There are two retirements expected next year.

The vehicles passed at the last Regular Council meeting will be delivered soon, and the code enforcement position will be posted.

A new sewer jet will need to be purchased at a cost of approximately \$600,000. Officials are looking into a loan with OWDA, which is a branch of the Ohio Environmental Protection Agency that issues loans as the interest rates are typically better. The City is also helping out with water removal on the Cuyahoga freighter. The City is expecting a significant amount of revenue from it that will be used as a down payment on the new sewer jet. The City also received a reimbursement check from the Ohio Department of Transportation for approximately \$150,000 from the Route 84 / Route 531 project. The City Manager will be reaching out to Aqua Ohio to see if that \$150,000 can be applied to the Carpenter Road project, so the entire road can be paved.

Committee Chair Kym Foglio asked if the code enforcement officer had to have certain qualifications. City Manager James Timonere stated that the individual would be sent for training. The position will be posted internally first. The person will also be cross-trained as a housing inspector.

New Business

Next Meeting

July 18, 2025

Adjournment

The meeting was adjourned at 9:01 a.m. by Committee Chair Kym Foglio.