



City of Ashtabula
Ashtabula City Council
Finance & Personnel Committee Meeting
Friday, February 16, 2024 at 8:30 AM
4717 Main Avenue, Ashtabula, OH 44004

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 Foglio.

Roll Call

Members Present: Chair: Ward 1 Councilor Kym Foglio, Vice Chair: Ward 5 Councilor Jane Haines,

Absent: Vice President Russell Simeone, City Solicitor Cecilia Cooper

Officers Present: City Manager James Timonere, Finance Director Marie Yvrose Augustin, Clerk of Council Ashley Bell

Visitors: Chief of Police Rob Stell and Assistant Finance Director Carolyn Sheldon

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

None

Finance Director's Report

Financial Director Mrs. Augustin started the discussion with the statement of cash and revenue. Mrs. Augustin stated at this time, most of the city's revenue was low. She stated that the city received a police grant that increased the city's revenue for that department. Mrs. Augustin said that the finance department is in the process of reviewing which expenses need to be increased or decreased. The revenue in Fund 261 was higher in the year-end report than what was budgeted at the beginning of 2023. The finance department adjusted the earnings in the report. Funds 210 and 220 will be adjusted. Most expenses are from the court and health department. Assistant Finance Director Carolyn Sheldon explained that money is being transferred from fund 210 to fund 220 to pay some of the salaries of the court employees. Mrs. Augustin explained that originally the court had four bank accounts. The court wanted to merge all the accounts together, except for the escrow account. The court was informed that they must obtain approval from the finance department to close any accounts. Mrs. Augustin explained to the court department that the bond account must remain open.

Court Salary Increase Justification

Assistant Finance Director Carolyn Sheldon provided a spreadsheet of the court employees' pay rates. The spreadsheet explains what money comes out of the court's general funds and what

comes out of the court's funds. Chairperson Kym Foglio reviewed the stipends and raises given to court employees.

Assistant Finance Director Carolyn Sheldon said income tax revenue is coming in higher than budgeted because of the state collecting tax refunds. She said it will be reflected more in the February financial reports. The city did receive an increase for inside millage. Mr. Timonere said that employment in the county is good and wages are up. Finance Director Augustin discussed creating a purchasing card policy for City employees who have a purchasing card. Mrs. Augustin stated training would be provided. She stated this information would be presented to the council.

January 2024 Financial Report

City Manager's Report

City Manager Jim Timonere stated staffing wise that the city is "OK" and there are few positions that are open. He also stated that several city employees are retiring later this year. Mr. Timonere stated he was working on a list of streets that needed to be paved. He is hoping to get some numbers back from the city's consultants so that he can assemble a budget. He stated that the city will need more money from the park's levy for the Smith Field project. Mr. Timonere also discussed The Wenner Field housing project. He said the city has to put an extension to Pennsylvania Avenue which includes a cul-de-sac. There are negotiations between the landbank, the developer, and the city to determine who pays for what costs associated with the project. He says the city portion is approximately \$100,000.

New Business

Motion:Chairman Kym Foglio moved to have a resolution for Sharon Goebel ; Ward 5 Councilor Jane DiGiacomo seconded.

Discussion: Kym Foglio stated she would present the information to council.

VOICE VOTE

Yeas: Ward 1 Councilor Kym Foglio, Ward 5 Councilor Jane DiGiacomo

Nays: None

Motion passed.

Next Meeting

March 15, 2024 at 8:30 am

Old Business

December Month end/year-end reports

Discussion none.

Adjournment

The meeting was adjourned at 9:35 AM by Chairmain Foglio.