

SPECIAL SESSION

March 21, 2017

The Council of the City of Chardon met in Special Session Tuesday, March 21, 2017 at 6:30 P.M. in Council Chambers of the Chardon Municipal Center.

Nancy McArthur, President of Council presiding.

The meeting opened with the pledge of allegiance and roll call.

Members of Council present: Andrew Blackley, Deborah Chuha, Chris Grau, David Lelko, Nancy McArthur, Jeffrey Smock.

Members of Council absent: John Mallen.

Others present: City Manager Randal Sharpe, Finance Director Mate Rogonjic, Law Director James Gillette, Public Service Director Paul Hornyak, Police Chief Scott Niehus, Planning and Zoning Administrator Steven Yaney, Clerk of Council Amy Day, Director of Parks and Recreation Joe Rodriguez, Judge Terri Stupica, Clerk Victoria Dailey, Deputy Finance Director Heidi Delaney, Joe Koziol, Chris Moore.

**Regarding the FY 2017 Annual Budget**, Mr. Sharpe provided an overview of the process for preparing the budget and reviewed its layout.

Mr. Sharpe provided a Power Point that summarized portions of the budget document.

Mr. Sharpe began reviewing notable items in the personnel expenditures which included a potential 2.5% wage increase for bargaining and non-bargaining staff members predicated on the outcome of the Collective Bargaining Agreement, continued funding for the School Resource Officer, and decreased costs of the health insurance plan.

Mr. Sharpe reviewed notable items in the operating expenditures including the continued funding of the residential sidewalk program, support for Chardon Tomorrow, system-wide IT upgrades and improvements, continued installation of automated water/sewer meter reading equipment and the rehabilitation of two (2) wells.

Mr. Sharpe reviewed notable items in the contracts expenditures including attorney services for collective bargaining agreements, Phase II Storm Sewer Modeling Study and municipal specifications updates.

Mr. Sharpe reviewed the budgeted 2017 revenues and expenditures as compared to the 10 prior years, noting that expenditures are budgeted greater and revenues lower while preserving 10% in the four (4) primary operating funds.

Police Chief Scott Niehus reviewed the notable expenditures in the Police Department's 2017 budget.

Municipal Court Judge Terri Stupica and Municipal Court Clerk Victoria Dailey spoke to review the court's proposed expenditures for 2017.

Judge Stupica stated that the case load for the municipal court is up approximately 300 from the prior year. She explained that a challenge facing the court is bond reform which is

making it more difficult for the court to collect fines and court costs.

Public Service Director Paul Hornyak reviewed the notable expenditures in the Water & Sewer Operating, Street Maintenance, and Lands and Buildings 2017 budgets.

Mr. Lelko asked about the decrease in contracts in the Street Maintenance Budget.

Mr. Rogonjic stated that the street maintenance program was replaced by the Chardon Park Estates Project for 2017.

Mr. Lelko asked the difference between a maintenance program and a project.

Mr. Rogonjic stated that repairing portions of streets and rehabilitating them rather than improving the entire roadway is how he would differentiate between a maintenance program and a project.

Mr. Lelko asked about street striping and cracksealing for 2017.

Mr. Rogonjic stated that street striping and cracksealing is in the Street Construction, Maintenance and Repair Fund.

Mr. Lelko asked what the \$3,500 expense for landscaping will entail at the Heritage House.

Mr. Hornyak stated that landscaping of the west and north sides of Heritage House is anticipated.

Mr. Lelko stated that he is concerned that there are no funds allocated for the bandstand which is in need of repair.

Mr. Hornyak stated that the bandstand repair is in an unfunded project in the Capital Plan and the estimated cost to strip the exterior wood and re-support the structure is \$49,000.

Mr. Lelko stated that the bandstand is a focal point in the community and its repair should be addressed. He asked about the possibility of doing the repairs in 2017.

Members of staff expressed that due to the number of scheduled events, repair in 2017 could be problematic.

Mr. Sharpe stated that Chardon Square Association has expressed interest in contributing towards the bandstand repair project. He stated that the project could be added to the 2018 Capital Plan if Council wished to proceed quickly.

Mr. Grau asked if any consideration has been given to replace the brick walkway on the Square.

Mr. Hornyak stated that removing and replacing the damaged brick was requested but not funded.

Mr. Smock inquired about the status of the sound system at the Heritage House.

Mr. Sharpe stated that the sound system inside the Heritage House is functioning well but wifi is still needed. In addition, he would like to add outside speakers to the gazebo and Heritage House that is estimated to cost \$17,000.

Mr. Lelko inquired about plans for the John Bohl memorial.

Mr. Sharpe stated that there have not been any recent discussions about plans for the memorial.

Mr. Smock stated that the gazebo, bricks and memorial need improvements sooner rather than later.

Mr. Grau stated that a replacement flag pole is planned for the Square in 2017.

Mr. Sharpe stated that the Chardon Square Association is contributing \$2,500 towards the flag pole replacement.

Mr. Sharpe stated that unless there is an immediate safety issue with the gazebo, he would like add it to the 2018 Capital Plan.

Mr. Hornyak reviewed the notable expenditures in the Cemetery Department's 2017 budget.

Mr. Lelko suggested space in the cemetery be designated for a future columbarium.

Mr. Hornyak stated that this has been discussed along with adding trees in both the un-engineered and existing areas of the cemetery.

Mr. Lelko suggested that additional trees be added behind the mausoleum.

Mr. Hornyak stated that he would like to replace the chain link fence along the east side in 2018.

Mr. Sharpe stated that the fence is projected to be funded in 2018.

Mr. Sharpe added that there are never a lack of projects that need done but this is why the capital plan exists and projects are moved and shift according to their urgency.

Mr. Lelko asked the Shade Tree Commission and Urban Forester look to see what type of plantings can be located behind the mausoleum.

No objection to Mr. Lelko's suggestion was heard.

Planning and Zoning Administrator Steve Yaney reviewed notable expenditures in the Planning and Zoning budget for 2017.

Recreation Director Joe Rodriguez reviewed the notable expenditures in the Park and Recreation budget for 2017 that included pool tile replacement and software to help with the registration process.

Mr. Grau stated that the Travel Basketball Program requires a significant commitment by program directors. He requested that a compensation program be considered to lessen the burden for program directors that volunteer their time to run this program.

Mr. Rodriguez provided a history of the travel basketball program and described what is involved in the program. He stated that only four (4) program directors had been compensated in the past and the 2017 budget includes compensation for all program directors.

Mr. Rogonjic stated that the compensation varies between \$200-\$500 per director.

Mr. Grau asked Mr. Rodriguez to look at additional ways to lessen the burden for all the travel basketball volunteers since the program necessitates that they volunteer more time than other programs.

Mr. Sharpe reviewed notable expenditures in the Manager and Legislative budgets for 2017.

Mr. Rogonjic reviewed the notable expenditures in the Finance Department budget for 2017.

Mr. Smock asked when the remainder of the Finance Department software conversion will occur.

Mr. Rogonjic stated that it is planned to occur in the next few months.

Mr. Blackley asked about the status of water and sewer online billing.

Mr. Rogonjic stated that if all goes well, this is planned to occur in the next month.

Mr. Rogonjic reviewed the notable expenditures in the 2017 budget for Water and Sewer Billing.

Mrs. Chuha asked if water and sewer rates will go down after the water treatment plant debt is paid off in 2021.

Mr. Rogonjic stated that the surcharge for the upgrade to the wastewater treatment plant that is in place will go away, but this could be offset if a surcharge for the railroad trunk sewer project is instituted.

Law Director James Gillette reviewed the notable expenditures in the legal budget for 2017.

Mr. Rogonjic reviewed the percentage of money budgeted in various areas for Capital Projects in 2017.

Mr. Smock asked why almost \$750,000 more is budgeted for the Meadowlands Drive and Chardon Park Estates Projects than the bid amounts.

Mr. Rogonjic stated that when the budget was prepared, the most recent engineer's estimate was used. In addition, the project amounts include contingencies.

Mr. Smock stated that it seems a lot of extra and he asked if an appropriation could be done at a later time to reduce these numbers.

Mr. Rogonjic stated that he would recommend an appropriation to do what Mr. Smock has suggested and also to reduce what the City had coming from the Operating Reserve Fund to cover the improvements.

Mr. Lelko asked if any consideration had been given to do more projects.

Mr. Rogonjic stated that he would recommend trying to get the Operating Reserve funded first and try to spend less out of that because it is a rainy day fund.

Mr. Blackley stated that the estimated ending balance for all funds is \$4 million less than the ending balance from 2016. He

asked how the estimated ending fund balance for 2017 compares to the estimated ending fund balances in previous years.

Mr. Rogonjic stated that he does not have the historic estimated ending fund balances in front of him; however, it is contained in the Annual Report.

Mr. Lelko stated when looking at the all funds balance, the numbers can vary greatly in different years because some of the funds are meant to grow for years and then be spent.

Mr. Smock stated that \$4 million appears to be a big difference but he would be surprised if the actual fund balance is half that at the end of the year.

Mr. Lelko noted that pre-budget meetings were supposed to be held prior to this budget but were not. He feels that a good opportunity was missed by not having these discussions and he would like to try to make this happen.

Mayor McArthur asked when would be an appropriate time to hold pre-budget meetings.

Mr. Sharpe stated that at the April Council meeting, the Lands and Buildings Department will be presenting where they are at and what they see in the future and this would be a good time to have this conversation and see the challenges that the department is facing. These conversations happen continuously with staff and anytime that a particular department is being discussed would be an appropriate time to do it.

Mayor McArthur stated that the summer may be a good time to hold the pre-budget meetings.

Mr. Sharpe thanked the Council for their support and thanked staff especially the Finance Director for his efforts in preparing the budget.

**ORDINANCE NO. 2965**

AN ORDINANCE TO MAKE ANNUAL APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF CHARDON, STATE OF OHIO DURING THE FISCAL YEAR ENDING DECEMBER 31, 2017 AND DECLARING AN EMERGENCY was read for the first time by title only.

Mr. Blackley moved and Mr. Grau seconded the rules be suspended and the Ordinance be read for the second and third time by title only. Upon roll call vote the motion passed unanimously.

Ordinance No. 2965 was then read for the second and third time by title only.

Mr. Smock moved and Mrs. Chuha seconded for the adoption of Ordinance No. 2965.

Upon roll call vote the motion passed unanimously.

**EXECUTIVE SESSION**

Mr. Blackley moved and Mrs. Chuha seconded to adjourn to Executive Session at 9:12 p.m. to discuss the compensation of a public employee and invite Chief Niehus, Heidi Delaney and Paul Hornyak into the session. Upon roll call vote the motion passed unanimously.

Discussion occurred regarding the compensation of a public employee.

The meeting reconvened to open session at 9:53 p.m.

**ANY OTHER BUSINESS**

Mr. Blackley moved and Mr. Grau seconded to authorize the Public Service Director to disclose what was discussed in Executive Session regarding an employee, to that employee.

Upon roll call vote the motion passed unanimously.

**ADJOURN**

Mr. Smock moved and Mrs. Chuha seconded to adjourn. Upon voice vote the motion passed unanimously.

The meeting adjourned at 9:55 P.M.

Attest:

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NANCY MCARTHUR, Mayor  
President of Council

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AMY DAY  
Clerk of Council