

JOINT MEETING  
FINANCE & WATER/SEWER COMMITTEES

February 16, 2023

The Finance and Water/Sewer Committees of Chardon City Council met on Thursday, February 16, 2023 at 5:00 p.m. in the Conference Room on the second floor of the Chardon Municipal Center.

Members of Finance Committee present: Andrew Blackley, Daniel Meleski.

Others present: City Manager Randal Sharpe, Finance Director Mark Iacofano, Clerk of Council Amy Day, Director of Public Service Paul Hornyak, City Engineer Doug Courtney, Kyle Martin.

Mr. Meleski called the Finance Committee to order at 5:00 p.m.

Members of the Water/Sewer Committee present: Deborah Chuha, Daniel Meleski.

Mrs. Chuha called the Water and Sewer Committee to order at 5:00 p.m.

**ACCEPTANCE OF MINUTES - Finance Committee**

Mr. Blackley moved and Mr. Meleski seconded to accept the minutes of the January 12, 2021 Finance Committee Meeting as presented.

Upon roll call vote the motion passed unanimously.

**APPROVAL OF MINUTES - Water & Sewer Committee**

Mr. Meleski moved and Mrs. Chuha seconded to approve the minutes of the June 16, 2022 Water & Sewer Committee Meeting as presented.

Upon roll call vote the motion passed unanimously.

**Regarding a review of the 2023 Budget: Water / Sewer revenues and expenditures,** Finance Director, Mark Iacofano, reviewed some highlights relative to revenue contained in the proposed budget. Projected revenue is \$21,249,290 of which \$8,813,167 is projected General Fund Revenue. Additionally, Municipal Tax

Revenue is budgeted at 91.4% of the 2022 actual revenue and 3.2% higher than the 2022 budget.

Mr. Iacofano reviewed expenditure highlights from the 2023 budget including the projected expenditure total for all funds is \$24,335,972 which includes General Fund expenditures of \$10,890,399. 4 of the funds are required to contain a 10% reserve except for the General Fund when specific amounts are met in the operating reserve funds. Other notes are that personnel has a 3.5% wage increase and capital expenditures are projected just under \$5 million in 2023.

Mr. Iacofano reviewed the 5-year projections for revenue and expenditures in water and sewer capital and operating funds.

Discussion occurred regarding revenue and expenditures in the water and sewer operating and capital funds.

Mr. Sharpe stated that if the City doesn't receive grants and loans, the projects will not be going forward.

Mr. Meleski noted that it may be helpful to have an income tax revenue trend chart.

Mr. Iacofano reviewed the capital improvement projects list.

**Regarding an update on the Hidden Glen Water line loop,** Public Service Director, Paul Hornyak, reviewed the purpose of the project which was identified as a priority to provide redundancy for supplying water to the City's water tower. An OPWC grant and loan have become available, and if awarded, it is anticipated to be constructed early in 2024.

Mr. Courtney reviewed a summary of a study of the fireflows within the later phases of Hidden Glen which indicated that they would be adequate without a loop, therefore, contribution from the development to connect the loop is not required.

Mr. Hornyak noted that this project will be the City's first use of PVC in lieu of ductile iron.

**Regarding an update on Allynd Blvd. Sanitary Sewer Replacement Project,** City Engineer Doug Courtney reviewed the project location which is between Maple Ave. and Downing Dr. on Allynd Blvd. He explained the project scope to replace 780 feet of 8" sanitary sewer due to broken pipes and leaky joints. The total project cost is estimated at \$342 K.

**Regarding an update on Rovisys IT Network Separation Project,** Mr. Hornyak stated that Rovisys did an infrastructure assessment and identified numerous network switches that are connected to the water and sewer equipment. From a security and safety standpoint, it was their recommendation that the water and wastewater equipment be separated so that it is on its own network and not shared with other City departments. The work is expected to begin in the coming months.

**Regarding an update on Colonial Park Lift Station,** Doug Courtney reviewed the project location which is at the Colonial Park Condominium complex at 438 North Street, and reviewed the scope of the project which is to replace the existing wet well and related systems. He explained that the project is needed due to the age of the lift station which has been a constant maintenance problem.

Mr. Meleski asked how service is provided to the residents during construction.

Mr. Courtney stated that bypass pumping will be the process used during construction.

Mr. Sharpe noted that the project was not originally funded in the capital improvement plan, but it was added back in after shuffling some projects.

#### **ANY OTHER BUSINESS TO COME BEFORE THE FINANCE COMMITTEE**

Mr. Meleski requested staff prepare a recommendation for increasing travel expenses for a future meeting.

Mr. Meleski requested the Finance Committee also discuss improving the expenditure review process.

Mr. Blackley asked if income tax collections for 2023 are projected to be on par with 2022.

Mr. Iacofano stated that there was a 7.4% increase for the first month of 2023, but 3.2% was budgeted conservatively.

#### **ADJOURN FINANCE COMMITTEE**

Mr. Blackley moved and Mr. Meleski seconded to adjourn. Upon voice vote the motion passed unanimously.

The meeting adjourned at 5:41 p.m.

**ANY OTHER BUSINESS TO COME BEFORE THE WATER/SEWER COMMITTEE -**

Mr. Courtney provided an update on the Burlington Lift Station Project which is done as part of the Maple Trace Project.

Mr. Meleski asked if there is any cost to the City for the project.

Mr. Courtney stated that the City's cost will be a generator upgrade and backup pump.

**ADJOURN WATER/SEWER COMMITTEE**

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

The meeting adjourned at 5:44 p.m.

Attest: \_\_\_\_\_

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AMY DAY  
Clerk of Council