

The FINANCE COMMITTEE held a meeting on Monday, August 11th, 2025 beginning at 6:30 P.M.

FINANCE PRESENT: Chair Tollett, Cerra, Schneider, Siwierka, Davis

COM DEV PRESENT: Chair Schneider, Mitchell, Oswald

OTHERS: Stewart, Armstrong

EXCUSED ABSENCE: Callahan, Lipian

OTHERS PRESENT: Law Dir Deery, Safety Svc Dir Pyanowski, Mayor Brubaker, Finance Dir Pileski, Asst Fin Dir Farrell, Public Works Sup Conner, Asst Dir Calvert, Engineer Schneider, Com Dev Mgr. Almobayyed

1. The matter of approval of meeting minutes from the Finance Committee Meeting, from July 14th, 2025 as circulated.

Motion made by Mr. Cerra and seconded by Mr. Schneider to approve the said Joint Meeting Minutes.

MOTION CARRIES

2. The matter of delinquent and final utility accounts approved by the Utility Resolution Board and to be certified to the Lorain County Auditor's Office.

Referred By: Public Works Sup Conner

Supt Conner said this list contains 15 accounts that were approved by the EPU Resolution Board for a total amount \$13,965.03. These accounts are past due finals. The large one at 925 West Ave was a leak and the property owner never contacted the department and it just continued.

There were no further questions and Chair Tollett read the committee report and asked for a motion.

Motion made by Mr. Cerra, second by Mr. Schneider to authorize a resolution to authorize the 'said' delinquent accounts to be certified to the County Auditor.

MOTION CARRIES COMMITTEE REPORT WRITTEN

3. The matter of the reduction of Building Permit Fees for Church of The Open-Door renovation project.

Referred By: Mayor Brubaker

Mayor Brubaker said earlier this evening we had a 29-million-dollar investment in the central part of town and now we're moving to the far west end of town with a 25 million dollar, which is not only renovation, but new construction of a new facility at Open Door School. The City has been working on the new sewer project and earlier this year council voted to extend the sewer down Lowell Street and we're a few weeks away from that project starting. Denver Daniel, the president of Open-Door Christian School is here to speak about their renovation and expansion project on the campus. This is an exciting opportunity for them and of course an investment in the city.

Denver Daniels, President of Open-Door Christian School, 119 Teal St., Elyria is his residence and the school address is 8287 West Ridge Rd., Elyria. He began by thanking the Mayor and the committee for extending them opportunity to speaking on this exciting topic. He has been the school head for the past 13 years. With him this evening to address any further questions is the Director of Operations, John Phillips. Later this will mark the 50th Anniversary of Open-Door School. The school was founded by Church of the Open Door and has been their partner. Four years ago, the school purchased the campus from the church with the intent of continued partnership and also further visioning the campus as a school. They have exceeded the high enrollment of the preschool through 12th grade each year over the past 3 years. They will welcome over 825 students who come from different regions of the county. They are the largest private Christian school between Toledo and Cleveland. Their goal has been to offer breath and depth of programming to students. They now find themselves that require capital expansion. Some presently under way and with others largely taking place over the next several years. The project is ODCS 2.0 is a 24-million-dollar project that consists of four phases of approximately 3 years each. Each phase is primarily donor-driven.

Mr. Daniels continued his presentation on each of the phases of the school's expansion project. Phase one project cost is 12 million dollars, phase two is a cost of 6 million dollars, phase three is a cost of 3 million and phase 4 is a cost of 3 million dollars.

They have secured 7 million dollars of the 12 million needed. They will also be launching the public campaign which will begin in the fall.

They have an order of implementation for these four projects with the new entrance which is currently happening now and will be followed by sewer project. The construction on the new gymnasium will begin in the spring.

That concluded Mr. Daniel's presentation.

Chair Tollett asked for the total of the student population.

Mr. Daniels said it is 825 students.

Chair Tollett said that amount is the same as St. Jude School and Elyria Catholic combined. And that the City did grant EC a reduction of their building permits.

Mrs. Mitchell said Open Door is in her ward and she is excited of this and her son is an alumnus of Open Door.

Mr. Schneider thanked Mr. Daniels and asked about the traffic along Lowell Street and Telegraph Road at the intersection and he asked if, with phase one of the project, will the traffic concerns be addressed?

Mr. Daniels said, yes, that is at the top of the list. They have been looking at new dismissal procedures. As the school has grown they have had issues related to arrival and dismissal.

Mrs. Siwierka said this is exciting and great for that side of town. What geography are you pulling students in?

Mr. Daniels said 50 percent students are from Elyria and Lorain and they expand into N. Ridgeville, Amherst, Avon, and a small percent from Huron and Cuyahoga counties.

Mrs. Siwierka continued with a question to Engineer Schneider. She asked what is that in the front of the property; a pump station, a package plant?

Engineer Schneider said that is the school package plant and will be abandoned.

Mr. Oswald said the amount of money that is being invested is incredible. He doesn't know how we couldn't say yes to this request. This money is being invested into the school. He asked how much money in permits will be generated?

Mayor Brubaker consulted with the Building Dept based on the projected square footage and the over all cost of the project. The anticipated permit fees with a review of the plans is in the neighborhood of \$300,000, so 50% of that is \$150,000.

Mr. Armstrong wanted to say thank you for this investment to our city.

There were no further questions and Chair Tollett read the committee report and asked for a motion.

Motion made by Mr. Cerra, second by Mrs. Siwierka to authorize an ordinance for the 'said' reduction of Building Permit fees for the expansion project of Open-Door Christian School.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

4. The matter of an agreement with Tyler Technologies for the processing of credit card, debit card and e-check transactions.

Referred By: IT Director Rothgery

IT Dir Rothgery said they currently use software, which is owned by Tyler Technologies is now integrated with a company called Bridge Pay Systems which does the actual processing on the credit cards when there is a transaction, whether at the window or on line. Tyler Technologies is breaking off their agreement with Bridge Pay, for processing. Tyler Technologies will now have their own credit card processing company. So, this will be an amendment to our agreement with Tyler Technologies to run credit card transactions through them.

Mrs. Siwierka asked if storm water charges will be included in this?

IT Dir Rothgery said it will be for everything that we collect any monies for; utilities, building permits, contractor licenses. Everything except Parks & Recreation.

There were no further questions and Chair Tollett read the committee report and asked for a motion.

Motion made by Mrs. Davis, second by Mr. Cerra to authorize an ordinance for the Mayor to enter into the 'said' agreement with Tyler Technologies.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

5. The matter of advertising and awarding a contract for the WWPC Activated Sludge Aeration Tank Improvement Project, mandated by the Wet Weather Consent Decree.

Referred By: Engineer Schneider *(This matter was passed by Utilities Committee on Aug. 6th)*

Engineer Schneider said this is to out for bids for the activated sludge tank project. This will upgrade the Wastewater Treatment Plant from 32 MGD to 40 MGD. This is a requirement as part of the Consent Decree which includes piping and equipment upgrades. The estimated cost is 10.8 million. This should be the last large project at the plant. This is needed to get up to that magic number of 40 MGD.

Chair Tollett said this was passed by Utilities and he deferred to Fin Dir Pileski in case he had some comments due to the substantial cost.

Dir Pileski asked if this will be a DEFA Loan project?

Engineer Schneider said yes.

Mr. Oswald said when residents keep seeing their bill go up he doesn't think they can fathom how much money the city actually has to spend on these mandated projects. We don't want to but we have to. Eventually we will get through these.

There were no further questions and Chair Tollett read the committee report and asked for a motion.

Motion made by Mr. Schneider, second by Mr. Cerra to authorize the Mayor to advertise for bids and enter into a contract for the 'said' project.

MOTION CARRIES COMMITTEE REPORT WRITTEN

6. The matter of a Cooperation Agreement with Elyria Township to apply for Ohio Public Works Commission (OPWC) Funding for the Murray Ridge Resurfacing / Reconstruction project, from Albrecht Rd. to Lowell St.

Referred By: Engineer Schneider *(This matter was passed by Utilities Committee on Aug. 6th)*

Engineer Schneider said this is the resurfacing project on Murray Ridge from Albrecht Rd. to Lowell St., part of this section of Murray Ridge is in the Township. They do have some NOACA funds to cover the bulk of the cost. They applied for OPWC funding as well. They are hoping to not have to use any city funds for this. We need to permission from Council to enter into an agreement with Elyria Township so they can move forward on this. Requesting emergency clause.

There were no further questions and Chair Tollett read the committee report and asked for a motion.

Motion made by Mr. Schneider, second by Mr. Cerra to authorize the Mayor to enter into the 'said' agreement with the township to share the cost of the resurfacing project and emergency clause is requested.

MOTION CARRIES COMMITTEE REPORT WRITTEN

7. The matter of levying the final assessments for the replacement of private water services.

Referred By: Engineer Schneider

Every year we have some residents who have to have their water services replaced. Council passed an ordinance years ago to allow them to loan money at a small interest rate. This year we have 3 residents whose fees need to be assessed onto the taxes.

Chair Tollett asked if we forgive any of these monies? Engineer Schneider said no.

Mr. Schneider asked if any of these are a result of finding lead in the pipes? Engineer Schneider said no. The certain target area where we are replacing lead piping, those are being replaced 100%, using the grant funds.

Mrs. Davis asked if the city does the work or are they out sourced?

Engineer Schneider said the city is just the funding mechanism for the project. The private property owner will get various quotes and they will submit to the Engineer's office, but the resident is ultimately going to pay it all back. The engineer's office looks over the quotes to help the resident decide which contractor to go with. Then the City pays the contractor directly. If a private property owner did the job themselves, the City would probably only pay for the material costs and rental equipment for the replacement and not for the labor. And they would have to get a permit for the job.

There were no further questions and Chair Tollett read the committee report and asked for a motion.

Motion made by Mr. Cerra, second by Mr. Schneider to authorize a resolution for the 'said' charges to be assessed to the LC Auditor's Office as per attached.

MOTION CARRIES COMMITTEE REPORT WRITTEN

8. The matter of levying the final assessments for the replacement of private sewer services.

Referred By: Engineer Schneider

Engineer Schneider said this is the same type of program as the water service except it's for sanitary sewer. The property owners find their contractors and the city provides the funding with a zero-interest loan. This program is recognized in the consent decree and we maintain this program for residents who want to do the right thing with their sanitary source.

Mr. Schneider asked if it always has to be for a full lateral replacement or can it be for an emergency repair and if only a certain section needs to be replaced or is it required to do the whole line?

Engineer Schneider said they are not required to do the whole line, but, recommended and as much as possible, and within the right-of-way. They also recommend that they install backflow valves and check valves so they don't back up into the house.

There is a ten-thousand-dollar cap on these lines and once it goes over the \$10,000 the balance is the responsibility of the homeowner.

Mrs. Siwierka asked if there is a time limit to be paid back.

Engineer Schneider said it is ten years and it's on their property tax bill without interest.

Mrs. Siwierka asked if this program is for owner occupied homes only?

Engineer Schneider said yes and only homes inside the City of Elyria.

There were no further questions and Chair Tollett read the committee report and asked for a motion.

Motion made by Mrs. Davis, second by Mr. Cerra to authorize a resolution for the 'said' charges to be assessed to the LC Auditor's Office as per attached.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

9. The matter of authorizing delinquent Storm Water Utility Fees past 180 days to be certified to the Lorain County Auditor's Office.

Referred By: Engineer Schneider

Engineer Schneider said this is the list of storm water fees that haven't been paid and this is done annually and to be assessed to the Auditor's Office for placement on property taxes. There is a total of 4,418 accounts with a total amount of \$126,000 due. Fees have not been adjusted since this started, we are on the low side. A lot of good things have been done with utilizing these fees.

Mr. Schneider asked about what is the percent of the 4,418 properties?

Engineer Schneider said that is around the 10% mark.

Mr. Oswald asked if there is a late fee added to these accounts?

Engineer Schneider said no, there is not late fee for these at this time.

Mr. Schneider said he thinks this gets slipped through the cracks sometimes in the real estate industry because it's not an actual water bill so the title company thinks the water is current but, this is separate and may not be current and sometimes a gap in catching this for that reason.

Dir Pyanowski said they are looking at the total of the storm water bill. So, timing for the billing is \$7.95 four times per year. Question is should we bill once a year and save a significant administrative cost, that is being review at this time.

Mrs. Siwierka wanted to add that these bills are on parcels and not on addresses. So, if an address has multiple parcels they're getting multiple bills and that adds a complicating factor to real estate transfers as well.

There were no further questions and Chair Tollett read the committee report and asked for a motion.

Motion made by Mrs. Davis, second by Mr. Schneider to authorize a resolution for the 'said' charges to be assessed to the LC Auditor's Office as per attached.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

10. The matter of City property (2008 Ford F250 Truck – Parks & Rec Dept.) which is unfit for use and to be taken out of service and to be disposed of.

Referred By: Public Works Supervisor R. Eye

Dir Pyanowski said this is a 2008 truck with significant years and 88,000 miles and poor condition and a significant amount of rust. They've gotten good use out of this.

Motion made by Mr. Cerra, second by Mrs. Davis to authorize a resolution declaring the 'said' equipment is unfit for use and an ordinance authorizing the 'said' equipment to be disposed of by the best means possible.

MOTION CARRIES COMMITTEE REPORT WRITTEN

11. The matter of updating Chapter 939 of Elyria Codified Ordinances, Water Rules & Regulations of Elyria Municipal Water Supply System (EMWSS).

Referred By: Public Works Supervisor Conner

(This matter was passed by Utilities Committee on Aug. 6th)

Law Dir Deery said she had some housekeeping this is for Chapter 939 and relevant provisions of the fee ordinance, as it relates to Chapter 109 and as it relates to Chapter 939.

Dir Conner said there was a lot of housekeeping. She started with what was handed out and will start with 109.12. There were changes in what was called the service reinstatement fee, which is a service disconnection fee. They added a miss appointment charge, if the service worker shows up and no one is home, they're told upfront that they will be charged if the service worker has to go back. The big area that was discussed was 939.302, which is adding a 5% delinquency charge. This is clean up with some of the terminology. They're proposing to add that 5% fee. Then they will add habitual non-payers, after they miss making payments 3 times in a 12-month period, they will add a \$250 fee. They also added a tampering fee per incident of \$250 because there have been customers who have turned their service back on themselves, which was addressed in 939.512.

Chair Tollett asked if a customer were to turn their service back on themselves, is that a criminal matter?

Law Dir Deery said, yes, potentially and individual could be pursued for criminal charges. What they have found, is that it is difficult to prove for purposes of criminal charges. There could be evidence that there has been tampering at a certain address, however as far as narrowing down the timeframe, who at that house actually did the tampering, it would be hard to prove the criminal aspect of it. The financial penalty would attach to the account as a financial penalty.

Mrs. Siwierka said thank you to the team who has worked on this for years. This is very old, when it was first started to be revised. It's good that this is being looked at often.

She asked if the fees will cover our actual cost, if there is a call out for a service worker on a Monday thru Saturday and we're charging \$215, is that covering the cost of the service worker?

Dir Conner said they met with Dave and worked thru it and actually that doesn't happen very often, even the holdovers, they're there if they need them.

Mrs. Siwierka asked about the habitual delinquency fee, is there a way to circumvent that if the property name changes? Will that fee be followed by the address?

Dir Conner said in some cases they will have to sign in for service to get it in another name and they will have to put a deposit on it.

Mr. Schneider asked what is the window of time that is scheduled for a service to arrive at someone's house to turn the service on?

Dir Conner said the morning time is 8 to 11:30 and afternoon time is 1 to 3:30.

Motion made by Mrs. Siwierka, second by Mr. Schneider to authorize an ordinance for the 'said' EMWSS updates to Chapter 939 and relevant provisions of the fee ordinance, Chapter 109.

MOTION CARRIES COMMITTEE REPORT WRITTEN

12. The matter of Transferring monies from the Indigent Drivers Alcohol Treatment Fund to the Elyria Muni Court Recovery Fund per Court Order.

Referred By: Finance Directors Pileski and Farrell *[Standing Referral]*.

Finance Dir Pileski said he received a court order that basically declares a surplus in the indigent driver's alcohol treatment fund and ordering a transfer of \$12,000 of that surplus from the indigent driver's alcohol treatment fund to the Elyria Muni Recovery Court Fund. That fund is to fund the Alumni Program thru the Recovery Court Fund.

Chair Tollett asked if we've done this every year?

Dir Pileski said yes, we've done it before.

Mrs. Siwierka asked why was a court order necessary?

Dir Pileski said he believes it's because the State has to approve, because these are State fines.

Motion made by Mrs. Davis, second by Mr. Schneider to authorize an ordinance for the 'said' transfer of monies to the Muni Court Recovery Fund.

MOTION CARRIES COMMITTEE REPORT WRITTEN

13. The matter of Amendments to the 2025 Permanent Appropriations Ordinance.

Referred By: Finance Directors Pileski and Farrell *[Standing Referral]*.

Finance Dir Pileski said he has three tonight; 2 in the general fund and one in the prisoner support department adding \$30,000 to their Operating & Maintenance and that is for medical bills associated with prisoners. In Buildings & Lands capital outlay account adding \$10,211 for the purchase of a vacant lot on Woodford Ave. And associated with the previous matter on the agenda, the transfer of \$12,000 from the Indigent Drivers Alcohol Treatment Fund.

Chair Tollett asked if council passes an ordinance for the transfer of the lot on Woodford and for it not to exceed \$12,000, is that correct?

Dir Pyanowski said there were multiple parcels purchased on Woodford and the most recent one we increased the not to exceed from \$11,000 to \$12,000 to cover the survey and transfer fees that came back a little higher.

Motion made by Mr. Cerra, second by Mr. Schneider to authorize an ordinance to amend the 'said' permanent appropriations as per attached.

MOTION CARRIES COMMITTEE REPORT WRITTEN

Chair Tollett asked for a motion to adjourn The Finance Committee Meeting.

Motion made by Mr. Cerra and second by Mr. Schneider to adjourn the Finance Committee Meeting at 7:22 P.M.

MOTION CARRIES

The Next Finance Meeting is scheduled for Monday, September 8th, 2025.

Respectfully Submitted by,

Colleen Rosado, Secretary/Administrative Assistant