

# **The FINANCE COMMITTEE held a meeting on Monday, March 30<sup>th</sup>, 2026 beginning at 6:06 P.M.**

*Circulated 4/15/2026*

**FINANCE PRESENT:** Chair Tollett, Cerra, Schneider, Davis  
**COM DEV PRESENT:** Chair Schneider, Mitchell, Rothgery, Doehne, Lipian  
**OTHERS PRESENT:** Armstrong, Oswald  
**EXCUSED ABSENCE:** Van Wormer

**OTHERS PRESENT:** Law Dir Deery, Safety Svc Dir Pyanowski, Mayor Brubaker, Finance Dir Pileski, Engineer Schneider, Parks Dir Reardon, Public Works Supt Conner, CD Director A. Scott, CD Manager Almabayyed, Fire Chief Vargo

## **1. The matter of approval of meeting minutes from the Finance Committee Meeting, which took place on March 9<sup>th</sup>, 2026, as circulated on March 27<sup>th</sup>.**

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

**MOTION CARRIES**

## **2. The matter of advertising for bids and enter into a contract for the Water Treatment Plant – High Service Pump Station Early Procurement.**

Referred By: Engineer Schneider

Engineer Schneider said there are some valves at the Pump Station that need to be replaced as well as to install VFD's on the pumps, which will help to control the pump, as well as reducing energy costs over time. They will purchase the materials first, there are long lead times, up to 52 weeks for some of those items, the sooner they get ordered, the better. They are looking to move forward with a bid amount of \$3,142,500 to buy the materials needed. They will come back to committee at a later date for the construction portion of the project. They did submit for EPA loan funds last year which will help to supplement the funds for the project. Those loan funds are usually zero percent interest and sometimes they include principal forgiveness. They have already applied for those and are waiting to hear if they've received those.

Chair Tollett confirmed the estimated cost is \$3,142,000 and funds would come out of Water Capital Construction Repair Fund and they were included in the 2026 budget.

Mrs. Davis asked about the pumps and why it takes a year to get them after they are ordered?

Engineer Schneider said these are 15 million-gallon pumps. The valves are large and are all steel. The valves turn inside the pump and controls the water flow. These are specialty items and made to order, which is why it takes so long. These are made here in the USA. The grant requires to purchase American.

Mr. Oswald asked if we're going to do any of the work in house?

Engineer Schneider said that a contractor will do all the work. The contractor will come with a building, which is a pre-fab electrical building. They will build a pad, put the stub up and conduits and everything else needed to set the pump on top. Some of the voltage is 4160 volts, the city is not equipped to do.

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

**Motion made by Mrs. Davis seconded by Mr. Cerra to authorize an ordinance to go out for bids and enter into a contract. Emergency clause is requested due to long lead time on pumps, valves and VFD equipment.**

**MOTION CARRIES COMMITTEE REPORT WRITTEN**

### **3. The matter of advertising for bids and enter into a contract for completing a road diet on Oberlin Road, from Middle Ave. to corporation limit.**

Referred By: Engineer Schneider

Engineer Schneider said this is for the Oberlin Rd., road diet. We received funding for this project. It would be to remove the traffic light, making improvements to the intersection, restriping from four lanes to three lanes and adding a two-way left and right turn lane in the center and bike lanes along the outside lanes.

NOACA will pay 80% of the overall costs. The traffic light was not going to be warranted, so they were going to replace it, and those dollars are still part of the overall project to be spent if needed, but the actual cost of the project has decreased.

Mr. Schneider asked if the road diet will go to the west of the RR tracks?

Engineer Schneider said they are doing the road diet inside the city limits, only, we won't touch anything outside of the city other than some signs alerting that the lanes are changing and restricted once you arrive in the city limits. The county is in the process of putting in a round-a-bout at Oberlin Rd and Rt 301, they may do a road diet up to the round-a-bout. So, we may need to coordinate with the county on some things.

Mr. Schneider asked about the intersection, there will be stop signs and it was discussed about a round-a-bout, is that still considered? And some citizens raised some concerns about traffic.

Engineer Schneider said that the traffic where we're at, is because the stadium doesn't use that driveway. We don't have enough right-of-way to put in a round-a-bout. We would need about a minimum of 120 feet for the road and the right of way is only 80 feet. Instead, the intent will be to have stop signs on West and at S. Maple. Oberlin Elyria Rd. will be a thru movement and just keep driving, no stopping.

Mrs. Mitchell said that she doesn't think that is safe. Going to West from S Maple and if someone is going fast, it could be dangerous with no one stopping.

Engineer Schneider said there will be plenty of signs to alert motorists. There will be a single lane in each direction which will allow more visibility. Motorists will be able to pull out further to the intersection. It will be configured to a 90 degree turn so as you go down West Ave., it will turn into the road. And the speed limit is 35 miles per hour.

Mr. Armstrong added that he spoke to Engineering about a traffic study that was done. He has spoken to residents over there and they are fine with that, especially that they already have a cross walk with signals. And the City received almost one million dollars for this project.

Mr. Schneider said this may be an opportunity to put in flashing stop signs?

Engineer Schneider said we don't have those flashing stop signs, but could possibly add them. We do have RFB's for pedestrians crossing Oberlin Road.

Dir Pyanowski said some residents did reach out on this topic and they spoke to Engineer Schneider and their concerns were alleviated. It will be a transition and motorists will have to get used to it.

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

**Motion made by Mr. Cerra seconded by Mr. Schneider to authorize an ordinance to go out for bids and enter into a contract to complete the road diet on Oberlin Road from Middle Ave to the City Corp limits.**

**MOTION CARRIES COMMITTEE REPORT WRITTEN**

#### **4. The matter of advertising for bids and enter into a contract for the Annual Street Sweeping Program, for 2026.**

Referred By: Engineer Schneider

Engineer Schneider said this is the annual street sweeping program and they are looking at bidding it out and enter into a contract. They sweep the streets twice per year; fall and spring. There are two companies that usually bid on this job. It is usually a challenge to get the postings up and have residents move cars off the street.

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

**Motion made by Mr. Cerra seconded by Mr. Schneider to authorize an ordinance for bids and enter into a contract for the annual street sweeping program.**

**MOTION CARRIES COMMITTEE REPORT WRITTEN**

#### **5. The matter of creating an entry level position in the Engineering Dept. titled, Engineer-in-Training and updating the Salary Ordinance.**

Referred By: HR Director Yousefi

Dir Yousefi said the civil engineers have become one of the most difficult positions to recruit for. They have been looking for a full-fledge engineer who already has some background who could slide into the position, but that has been a challenge. There are many other opportunities for good candidates.

So, she is looking at schools and other ways to recruit candidates. They found a candidate who has an engineering degree, and passed the 'engineering in training' test. They would like to create the position titled 'engineer in training' which would give the candidate an opportunity to move from a part-time position, where she is currently at, into a full-time position, which could lead into a project manager position, project engineer, etc. The position is in the budget and it will be assigned to salary pay grade 8, which is in line with other positions in that particular salary grade.

Chair Tollett said this is a great idea and he supports it.

Dir Pyanowski said they have been looking to find another engineer for the department for the last 6 to 8 months. If we invest in this candidate, she has passed the state test and is building credentials and she is already doing work for the city. As an engineer in training she'll do work that'll have supervision from John and Kathy. It's similar to an apprentice type situation. She is also doing valuable work which will help free up John and Kathy and she can work on specific projects to help move them along. She will be a valuable member of the department and as she progresses in her career she'll recognize the investment we made with her and she'll hopefully stay here and be part of the team.

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

**Motion made by Mrs. Davis, seconded by Mr. Schneider to authorize an ordinance for the creation of the 'said' position in the Engineering Dept., emergency clause.**

**MOTION CARRIES COMMITTEE REPORT WRITTEN**

## **6. The matter of updating the Salary Ordinance for the Engineering Dept.'s Operations Analyst/GIS position to reflect paygrade 8, step 9.**

Referred By: HR Director Yousefi

Dir Yousefi gave some background on the Gallagher Salary Study which was done in 2025. Each position was looked at, but, only market tested specific ones. The operation analyst position is held by an employee who does all of the GIS. The GIS system has grown and that is thanks to that employee. She went back and looked at rates and descriptions of other cities and we were a little low on that salary. We want to move this position up one pay grade from 7 to 8 and move it down one step to give them room to grow. This employee is currently at step 10 and would like to move him to step 9 at the higher rate and this has been budgeted.

Dir Pyanowski said he agrees with this proposed increase. Part of this is also because this employee's skills have grown along with the position. As we use GIS for different infrastructure projects that are being built and to create better records, this employee has been able to learn along the way and teach others in the department as well as others from different departments to understand how the GIS system works. This position has grown and that is the reason for this request.

Mr. Oswald said he has dealt with Scott and he is very knowledgeable and helpful. He's glad that he is getting an increase in compensation.

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

**Motion made by Mr. Schneider, seconded by Mr. Cerra to authorize an ordinance for the increase in paygrade and step for the 'said' position in Engineering Dept.**

**MOTION CARRIES COMMITTEE REPORT WRITTEN**

**7. The matter of City property (Sanitation Dept.) which is unfit for City use and to be disposed of by the best means possible.**

Referred By: Public Works Supervisor R. Eye

Dir Pyanowski said this is a 2010 max side loader garbage truck, one of the original trucks from when we began the program. Its useful life has come to an end. The current fleet is good and we'll be getting rid of more of these 2010 models.

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

**Motion made by Mrs. Davis, seconded by Mr. Schneider to authorize a Resolution declaring the 'said' equipment unfit and an ordinance to dispose of 'said' equipment by the best means possible.**

**MOTION CARRIES COMMITTEE REPORT WRITTEN**

**8. The matter of entering into a contract for the sale of water to Sheffield Village.**

*[This matter was passed by the Utilities Committee on March 18<sup>th</sup>, 2026].*

Referred By: Director Pyanowski

Dir Pyanowski said he has been in conversations with Sheffield Village for many months. We have not previously sold them water but, they have a need to purchase from us and we have the capacity to provide it. We will need to make some infrastructure improvements to be able to deliver water to them. The infrastructure improvement will be a little more challenging and we will increase the amount we will sell them down the road, but, will start with a minimum amount and if they need additional, they'll buy from a secondary source. The contract with Sheffield Village will be a 30-year contract. The rates will be fair and we've agreed to most of the terms. They are ready to move forward to give the Mayor the authority to enter into this agreement. Sheffield Village had previously been getting their water from Lorain County Rural Water or Sheffield Lake.

Sam Jacob has been putting this agreement together and they've met with Sheffield and they have been working out all of the parts of the agreement. This will be a good start to a new customer.

Dir Pyanowski said each agreement is different regarding the terms and needs of that community and costs associated. They will take into consideration increased costs at the plant, infrastructure costs and operational costs in setting the rates for this contract.

Dir Pyanowski said we currently sell water to Amherst, N Ridgeville and sometimes to LC Rural Water and there are factors that come into setting the terms of the contract.

Dir Pyanowski said there are 3 lines that will deliver the water to them. We will bring the water to Elyria through the normal system and turn around and send it back to Sheffield and it's downhill after Detroit Road. They will put in the vault and meter and pressure controller around the right-of-way around Panera near LCCC. So, that line will go down N Abbe toward Sheffield. The other will be at the old Fire Station, which is owned by Sheffield, at the corner of Gulf and Detroit. Since that property is owned by Sheffield, they will put in a vault, meter and pressure controller and a pipe will be installed from Ford Road to the vault. They don't have the particulars of this yet, there will be a line that goes under the Black River through the Metro Parks and Sheffield has an easement. They will have to replace that line and the cost for that is undetermined.

Dir Pyanowski said we won't need a water tower to control the pressure for this sale. The pressure controls that will be installed are meant to reduce pressure as the water goes into their system. Our pumping plant and their water distribution people will monitor that. And we do have to be sensitive as to what the pressure in their system as compared to ours, so, we have considered that which is why we will install those pressure controls so that we don't cause issues on their end. Once we get the two lines up and running, we will have a capacity of what we can actually deliver to them.

Mr. Schneider asked if we are getting the entire village?

Dir Pyanowski said the intent is to get the entire village. Now, it's a matter of getting the lines installed to get as much water as they need.

Engineer Schneider said they typically use around 500,000 gallons of water per day. The minimum we're looking at offering at this time is 250,000 gallons per day.

Dir Pyanowski said we would like to get what we can to them, while we work on that third line and then that will allow us to meet their 500,000 gallons per day average. There will be costs associated with this and they are factored into the agreement.

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

**Motion made by Mr. Cerra, seconded by Mr. Schneider to authorize an ordinance authorizing the Mayor to enter into 'said' agreement with Sheffield Village.**

**MOTION CARRIES COMMITTEE REPORT WRITTEN**

### **9. The matter of the Spring Valley Neighborhood Drainage Improvement Program.**

*[This matter was discussed at The Utilities Meeting on March 18<sup>th</sup>]*

Referred By: Ward 4 Representative Oswald

**This matter has been TABLED at this time.**

**10. The matter of amendments to the 2026 Permanent Appropriations**

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

Finance Dir Pileski said there is one amendment for this evening. The City received \$100,000 from a NOPEC Grant to establish the residential HVAC Energy Efficiency Program. That money will flow thru the General Fund so we need to add \$100,000 to the General Fund, Community Development Department, Operating and Maintenance Account.

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

**Motion made by Mrs. Davis, seconded by Mr. Schneider to authorize the 'said' changes to the permanent appropriations for 2026, per the attached list.**

**MOTION CARRIES COMMITTEE REPORT WRITTEN**

*Chair Tollett said that is all the business of this evening's Finance Meeting and he asked for a motion to adjourn.*

**Motion made by Mr. Cerra and second by Mrs. Davis to adjourn the Finance Committee Meeting at 6:45 P.M.**

**MOTION CARRIES**

**That concluded this evening's meetings.**

***The Next Finance Meeting is scheduled for Monday, April 27<sup>th</sup>, 2026.***

Respectfully Submitted by,  
Colleen Rosado, Secretary/Administrative Assistant