

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held

20

SPECIAL MEETING

BUDGET HEARING

NOVEMBER 18, 2025

The Budget Hearing was called to order @ 6:30 PM by Mayor Mason Boldizar.

Roll Call

All Council Members present.

Guests: Larry Gardner, Aaron Stoller, Alex Gotschall & Matt Zahn.

Mayor Boldizar acknowledged Village Administrator, Greg Mytinger & Patricia Willoughby also in attendance.

Mr. Mytinger stated we will review the 2026 Budget highlights, revenues & expenditures and long-term planning.

The 2026 Village of Minerva Appropriations Budget is a \$12.32 million Budget which addresses the period from January 1, 2026 to December 31, 2026. It includes funding for all Village services such as public safety, water and sewer, infrastructure maintenance, streets, parks, and more.

Patricia stated the budget is up this year due to projects, for example the village receives a \$500,000 grant from OPWC for waterlines, and they send the money to the vendor, we still have to account for that money which causes the inflation, both revenue & expense. Also, it is up because the village elected to take six health insurance holidays. We filed that back this year, because that is not sustainable. Most of the village's revenue comes from municipal income tax that is distributed 70% to the general fund, 20% street dept, and 10% capital improvement. The village did very well on interest.

The Village 2026 Budget begins with a Fund Balance of \$13,335,688 with a budgeted Revenue of \$12,204,660 with Budgeted Expenditures Of \$12,321,016.

Revenue Breakdown:

Property & Other Local Taxes;	\$339,200.00	3%
Municipal Income Tax	\$3,501,000.00	29%
Intergovernmental	\$763,960.00	6%
Changes for Service	\$1,780,750.00	15%
Fines Licenses & Permits	\$71,000.00	1%
Earnings on Investments	\$216,250.00	2%
Transfers In	\$4,193,000.00	34%
Miscellaneous	\$1,295,500.00	11%
Fines Licenses & Permits for Distribution	\$44,000.00	0%

Total Expense Breakdown:

Security of Persons & Property	\$1,827,150.00	(police)
Leisure Time Activities	\$150,166.00	(park)
Transportation	\$613,500.00	
General Government	\$641,450.00	
Capital Outlay	\$2,788,620.00	
Principal Retirement	\$213,000.00	
Income Tax Transfers Out	\$3,498,500.00	
Personal Services	\$425,130.00	
Contractual Services	\$327,250.00	

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Supplies & Materials	\$229,000.00
Claims	\$611,000.00
Other	\$614,550.00

Patricia stated the paving budget \$193,000.

Mr. Mytinger continued reviewing the content.

Councilman Meadows asked due to the closing of the Community Building will that shift or appropriate it with whatever we want to do with that? Mr. Mytinger stated the utility expenses per year are between \$13 - \$15,000. Heating & Cooling. We kept that amount as is. not knowing what the steering committee will decide. Patricia stated the dumpster will stay at the sight for now until the building is cleaned out.

Mr. Mytinger stated the Police Department is now up to full staff. This is a definite bonus for us. Mr. Mytinger stated across all departments within the village we are doing a recommendation of a cost-of-living adjustment. This has been included in the budget. The appropriation is higher by \$55,000.00. The PD is at the end of the agreement for the tasers. We currently have the X26 stated Larry. The new ones are the Taser 7 or 10. Larry explained the new taser will have 10 shots. The new tasers have no wires. It is set up like a pistol. The cartridges are free. The cost is \$12,000 a year/5-year plan. The body cams are compatible with the new tasers. If and when the taser is pulled the body cam will automatically become active. The contract for the body cams ends in 2028. Mr. Mytinger asked the range of the new tasers. Larry stated the old tasers cartridges are for 25 ft. The new ones will hit a target 50-60 ft away and will work if you get at least two direct shots. The old tasers you have to leave enough room to activate. The taser 10 will penetrate heavy clothing. Councilman Harris asked if the ten cartridges are released, they will be replaced. Larry stated yes. Mr. Mytinger stated the village is also looking into purchasing a new cruiser at a cost of \$47,000/car, \$16000 for upgrades and \$600 for decals. The State will do a bid and then a conversation can be had with Loudon's. Councilman Harris asked about Dispatch equipment. There is nothing there. Mr. Mytinger stated we are looking at long term planning with dispatch and possible agreement with the Fire District, so that is a place holder at the moment until those agreements can be reached. OT wages do include both PD & Dispatch. Larry stated staying full staff will decrease the OT. Aaron asked about the uniform budget for the PD. The amount shows \$5000 for 15 FT employees? The street department gets \$4000 for three employees. Patricia stated I will tell you the difference. We are under contract with Cintas for the departments. That was a horrible thing from the get go! But we are stuck in it for five years. That's why the departments are so high. Aaron stated take the number and divide it by 15 roughly, which is \$350. Patricia stated is what they are allotted. Aaron stated that does get them a full uniform. But they all just got new uniforms last year stated Patricia. Aaron stated but if they get tore up running through shrubbery, I am just saying the generalization. They got new uniforms in 2024, but someone that wears it every day, they don't last like they used too. If they can't get one shirt, a pair of pants, a pair of boots and a coat in a year, they may need two pairs of boots in a year. I am saying that is something we should look at in generalization of. Its 15 people. If you add It to the Street Department that's four people for almost the same amount of money stated Aaron. I get it, I know how Cintas works. That is something we have to look at. Dispatch is \$150. We have to make sure they can at least get one uniform head to toe a year. Mr. Mytinger stated we upped it by 2 people what is the average individual get. Patricia stated each person was about \$2000 that included the vest. Larry stated the vest alone is \$1085.20. Shirt \$74.99. Short Sleeve 71.99, pants \$98.99 and the jacket \$85.99. When a new hire starts, we provide them a complete uniform. Around \$1500 per new hire. Mr. Mytinger stated we can talk off sight to review this. Patricia stated maybe we purchase so many uniforms a year and get rid of the stipend. Patricia stated a reimbursement of \$350 per officer. Aaron asked what the big number change on the SRO? You have \$70000 in 2021 to \$67000.00 in 2026. The numbers are not close. Patricia stated that I assume is going to be the Health Insurance Holidays.

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Mr. Mytinger does not know if it was a different employee. I cannot tell you the difference. Mr. Mytinger stated OT was not put in the budget until 2023. This is the only officer provided through the village.

Planning & Zoning has a big increase in salary & wages. This is the Residential Rental Registry Program if we bring on a fulltime staff member. In regards to salary & wages the administrative staff is divided among funds. JT is divided general, water & street. Same thing with finance the two utilities, no the two administrative assistants, however they are labeled, I don't remember. Police are all out of general Fund. The other funds broken up is council. The Planning & Zoning would include a new employee for the rental registration program to help manage that. Benefits would go up. Training and some other items brought in to help run the program. Aaron asked if it was \$26000 for healthcare for one employee per year? Mr. Mytinger stated that would also be divided by the funds. All of his insurance would be out of there. Aaron asked what it cost per employee per year. We average about \$22000. Patricia stated some are family, some are lower.

Under Refuse: Mr. Mytinger stated we are looking to have a free electronic cleanup day. Possibly a shred day. This may help bring down the spring cleanup costs. Councilman Harris asked the difference between self-insurance and regular insurance. Regular insurance is the liability insurance.

Village Hall Expenditures: The top one is vacant property registration. This a bond for a vacant property that has to be reimbursed that money. We earmarked \$30000 for housing initiative.

There may be an additional fee to the IT budget make sure our website is ADA compliant which will increase that amount.

Street Department: \$700,000 from Income Tax along with gas tax. The Grant ST Bridge Replacement will be an in and out @\$1.3 million.

Paving Program: Streets will be classified.

Village debt retirement is about \$150,000. We want to make sure we can make all of these payments.

Aaron asked if the paving was included in the project. The paving costs will be taken out of the 26 budgets. Aaron stated I think we need to look into that in the future to include paving.

Cemetery is a concern. This does not have a lot of revenues. Patricia stated it is the mowing contracts.

Park Fund is generated by property tax @ about \$98,000 per year. It does not cover much. This covers Jusin & a parttime employee.

Mayors Court is pretty much an in and out. Patricia stated that is the computer portion.

Councilman Meadows asked why this year the revenue was \$3000 but the expense was \$10000 but next year the estimate is \$5000. Why is 10 this year and 5 next? Patricia stated we had to I think buy two computers in the Police department that are connected to Kim so we connected it to Mayors Court.

Income Tax: If we want to adjust the distribution one way or another. It has been this way since It was hired as Service Director.

The Village Master Plan is at \$30,000 but it will not be that high. That will not start until spring.

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A point of sale at the pool and keep track of pavilion rentals, offer on line purchase of pool passes. Less dependent on cash and help on reconciliation.

Skid loader for the street department.

Parks: the drag, pickleball lighting.

Capital Outley: WWTP \$250,000 Engineering Process

Engineering on Lynwood. PY 2027

Water Rate Study January of 2026 (monthly billing)

North Tank Interior

Paint the Pool \$40,000 I would like to do that in house. Paint is expensive

Water Dept: \$80,000 Collections. Matt Zahn asked if that was just the water portion. Yes, it is. The

Sewer Dept: Aaron asked in collections you don't separate fines and or pays. Patricia stated no, well, for water. If there is a permit violations line if we receive money from them it goes on that line.

Our next meeting I will have the village electric rates for approval. Estimated to be \$50,000.

Parking Meter Fund: We do have a fund balance, but no meters. \$14000 balance, we can decide what we want to do with that fund. Patricia stated you can move this to the General Fund, but you have to go through Common Pleas Court. We will have software for records request.

Swimming Pool: 2025 brought in \$16000 in passes. It does operate at a loss due to seasonal. We have investments that help offset that costs.

Councilman Harris asked if there was any thought on having lines painted on the brick, so people know where to park. Patricia stated it has been discussed, but you can't paint the brick. So, it's a matter of are people going to see it on the curb? Mayor Boldizar asked why we can't paint the brick? Patricia stated it wont stay, and b, do you want to paint on a million dollars' worth of brick? It won't stay anyway due to being pores stated Patricia. That's what Mike told me; I don't know anything about brick. Aaron stated it sticks to brick on a house. Patricia stated you don't have the driving on it. Removing the poles took away the identifier stated Aaron. Councilman Harris stated parking to close to the intersections. Councilman Harris asked if it was paintable, will people be against it? I can always aske Sherwin Williams. Aaron suggested remove the brick and replace them with a gray brick to create a line.

Self-Insurance: We will be asking Council to take two Holidays in 2026.

Matt Zahn stated he found this very informative.

Mayor Boldizar stated a five-year plan was created a couple years ago which included waterlines being done every year. Looks like in 2026 there will be no waterlines installed. Mr. Mytinger stated that is correct. We are already falling behind stated Mayor Boldizar. I think we will need to be proactive educating of so next year we are not doing a water line, but we will raise the water rates and go to monthly billing. I think we have to make sure the people understand why that is happening. I also suggest we have a plan in place as to what water lines we are replacing and we should be five ahead and engineering. Two hot topics, the Community Building and Waterlines we are going up against. Patricia stated part of our issue for 2026 is we have to spend \$250,000 on the North Tank Interior. Per EPA recommendations. Aaron responded isn't the other side of this coin, as you keep raising rates it puts you available for more grants. Mayor Boldizar stated, we understand that. Aaron stated Madson if we get to that point, we should be able to fit one in. People do not understand that size of that tank. We should with enough planning into the future we should be able to do a smaller street when the tanks fall into that year. If we start replacing sporadic line replacements we have to have a scheduled plan. Mr. Mytinger stated with that rate study to look at Ice Pigging & Cleaning solutions. If the numbers come in, we will look into cleaning a small line. It may not get replaced, but cleaned. Aaron stated when that report was done when you, Mason was on Council, how many of

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those recommendations have been done? One thing I know we did was replace water meters. Other than that, what have we done to help ourselves. If we just hit one checkmark box, we are further behind than before. Mr. Mytinger stated I agree. Mayor Boldizar stated this is not a 2025 problem. This is a 60-year-old problem. Mayor Boldizar stated I think we need to make sure with this Water Rate Study, we identify the a. who has the worst water, b. effects the most people. We need to work down that list. This has to be a high priority. This plan needs posted! Councilman Meadows stated we have to see how many lines can be replaced in house. Mayor Boldizar stated the 5-year plan we were very diligent in saying we were going to engineer and replace every year.

Matt Zahn suggested those that really high and highlight those like Sebring and say you are paying half of what they are paying. Find some really high to others. Mayor Boldizar stated we did that, and it did not work out well. Mayor Boldizar stated I agree and that is great strategy, but no matter what we say, you are still paying for cruddy water. Trying to explain residents do not understand. Councilman Meadows stated trying to explain that others outside of Minerva also have cruddy water, people don't want to accept that. Patricia stated the general public does not understand fund accounting. Mayor Boldizar stated they don't understand the cost of a line replacement, I didn't. Water has been a problem for quite a while. Mayor Boldizar stated that was on the 5-year plan, engineering and a line. Patricia stated, but the list also had somebody taking 6 Healthcare Holidays, which is on sustainable. Councilman Harris asked about an open meeting inviting the regarding the water issues. Mayor Boldizar stated that has to happen before the rates are raised.

Mr. Mytinger asked when the State of the Village is. Councilman Meadows stated at a luncheon. Councilman Harris stated a lot of people can not attend. Councilman Harris stated he really didn't get anything out of that luncheon.

Patricia stated council will be voting on the budget ordinance next Tuesday.

Councilman Harris asked if the pool & cemetery would be more profitable if they were merged. Councilman Meadows stated we all saw the end of Poltergeist!

Motion to adjourn was made by Councilman Meadows seconded by Councilman Harris. All voted yea.

Attest:

Brenda Albaugh Clerk of Council

Mason J. Boldizar Mayor