

## **NORTH COLLEGE HILL CITY COUNCIL**

### **Committee of the Whole Minutes of Meeting Held on January 4, 2016**

**CALL TO ORDER** - North College Hill City Council convened Monday, January 4, 2016 in Council Chambers of the City Center with Mr. Feeney presiding.

#### **2016 Appropriations**

##### **City Administrator**

Ms. Stiles: has city admin resigned? Date of out? Any letter of resignation?

Ms. Mason: he retired. No letter.

Ms. Nichols: what about protocol? Doesn't he need letter? Last day December 31?

Ms. Mason: he retired thru OPERS

Mr. Deters: he retired thru OPERS. He can't work at all effective Jan 1

Ms. Wietlisbach: asked the Mayor re: interviews and council was invited. Any other interviews? Entered in contract?

Ms. Mason: No money in budget.

Ms. Stiles: asked Mayor, why a citizen knows who next city admin is but council does not.

Ms. Mason: who is resident. Are they accurate? Who is it?

Ms. Stiles: Mr. Long knows. He can't tell her.

Mr. Long: has an idea. He never told her he knows.

Mr. Feeney: council was just given documents that it's Sheryl Long

Ms. Stiles: Sheryl is acting city mgr. Understand that it is Mayor's decision. But why not sharing with council?

Mr. Feeney: is this acting? Permanent?

Ms. Mason: not acting. Wants council to cover the position not the person. She told us Friday she could name the position. But council made it zero.

Ms. Nichols: question for Mayor Mason. Given range of 85-\$125,000 been discussed w/Ms. Long? We were given the range of the cities around us. This is who you have chosen. Trying to get ball park of dollar amount. I don't know if salary discussed?

Mr. Deters: it's in her contract.

Ms. Nichols: in her contract?

Mr. Hartzel: who set this range?

Mr.: Deters: he put in as draft of surrounding areas. Gerry Thaman previous city mgr was paid \$85,000 + cost of benefits, pension will run around \$100,000.

Ms. Nichols: \$100,000?

Mr. Deters: Mayor put in \$85,000 + benefits

Ms. Nichols: So the dollar amount is \$100,000? I didn't know it was \$85,000 was including benefits.

Mr. Deters: No it's salary of \$85,000

Ms. Mason: Police Chief makes \$80,000 + benefits. City admin should make more.

Mr. Deters: comparisons that were provided for council, we are at low end for our size.

Mr. Hartzel: all 3 candidates said they would work for less.

Ms. Mason: you bushwhacked them as to what they would be willing to work for. Police chief \$80,000 + so city admin should make more than dept head. Wants fairness. Mt Healthy believes he makes \$105,000

Ms. Stiles: how long has he been there?

Mr. Deters: how long police chief here when we promoted him.

Ms. Stiles: how much revenue did Mr. Fitzgerald generate. He brought business in, didn't he?

Ms. Mason: we don't pay by how much each position generates.

Ms. Stiles: how many years experience to be city admin

Ms. Mason: don't know

Mr. Deters: why relevant

Ms. Stiles: been at least 4 years + Lockland and Loveland. Ms. Long experience?

Ms. Long : no city admin mgr. Worked here 3 years in May + and 14 years experience. She taken on beyond. She dealt with things when city mgr not around. She responsible for Dollar General being here. Property management 10,000 units. Employees depend on her to get things done. Emotional stress on candidate.

Mr. Stiles: Other candidates have had experience.

Ms. Long: candidates had no experience with council like we have. Candidate could come and go. She is happy to come in here. She loves NCH and she chose NCH. Put in time. Part of community and schools. She is best person to do that.

Ms. Wietlisbach: She was involved in other interviews. What Ms. Long described, Ms. Wietlisbach didn't know. Don't know Ms. Long's background. Ms. Long ran the parade Likes job description council was given tonight. Some College degrees?

Ms. Long: bachelors from Miami Marketing and working on Masters in June Southern New Hampshire. Worked fulltime and school at night. Accustomed to hard work. 150% best person for job. Won't have hard time reaching her.

Ms. Wietlisbach: Appreciate work/school. Appreciate her assertiveness. Looking for city admin, who is Mayor's decision, coming half way. No hostility. Go forward. More understanding. Last we heard and now decision. Per charter, city admin to be decided with advise of council.

Mr. Deters: advice is opinion. Law gives advice that council doesn't always take. We need decision on \$85,000 salary. An appropriate salary. Especially when she has so much experience in management. Asked for \$100,000 in short term. Provide advice but council is obligated to fund position. Or no city admin. Another document to name acting Scarlet Keenan (spelling?) As Finance Director, City of Harrison. She was Finance Director there. That has job description attached to it. Don't know salary was blank. We need to ask for \$ that being talked about. Don't know if that would cover her at end of month for what we owe her. He told her that if not enough, that she needs to cease her employment. No one will get paid. Mayor's obligation to make these appointments.

Ms. Wietlisbach: Banter back in forth whether Mayor's decision and who you choose to sit beside you. Hefty decision. Mr. Deters if no one there no one to cut checks. To Mayor... why do you not have back up in case finance director not here? Need back up. Maybe finance director ill, etc. then city employees at risk of having paycheck. Mayor is Mayor and should have someone. Overlooked?

Mr. . Deters. No money in budget. He can't recommend going out to get someone. We would get someone on part time basis. Mayor not bonded. Stupid for city to do. Can't accomplish goals.

Ms. Wietlisbach: this problem has come up.

Mr. Deters: not the time to discuss. Not relevant to what we are trying to accomplish

Ms. Nichols: Ms. Hoelmer salary figuring on \$50,000 or \$57,000?

Mr. Deters: be careful but using \$4500 for 1-12-16 which doesn't get her thru 1-31 + we owe her vacation +

Ms. Nichols: was \$4167

Ms. Mason: union contract

Mr. Deters: need to fund line item. Need finance director.

Ms. Stiles: can't find other resumes of candidates. They had years of experience in the field. They stated that they would be willing to work for \$75,000 or less. Finance Director was internal

employee and will base city manager on % increase. Tax analyst to finance was 15% increase and since internal promoted should be same.

Ms. Long: Police Chief internal and he not %. Ms. Hoelmer was internal and % and this why she is leaving.

Ms. Mason: council needs to fund position, not the person. Afraid council would say this. Had 3 interviews with people that they didn't know. Council knows Ms. . Long and would want to be fair. We want someone responsible for day to day and be fair.

Ms. Stiles: did Ms. Mason ask Council's opinion of candidates?

Ms. Mason: did Council offer opinions? Didn't know Ms. Stiles was that shy.

Ms. Stiles: interviewed and went into meeting.

Mr. Deters: maybe Mayor didn't like any of the candidates?

Ms. Stiles: they came to interview and none were hired.

Ms. Stiles: 30 down time between interview and meeting. Nothing discussed.

Ms. Wietlisbach: 1 candidate stayed to watch council, he was on council in St. Bernard. Ms. W asked him to see dysfunctional. How would Ms. Long do.

Ms. Long: team building. Would get resistance but different expectations for everyone. How we each see things? Where to start? Transparency - many reach to her as she always here. Wants emails to all not just few people. Make sure everyone on same page. She used to seeing and observing for 3 ½ years. She is very passionate. We busy fighting and don't get stuff done. Help make things happen.

Ms. Wietlisbach: to prior council... when Mr. Fitzgerald came, did council get consulted?

Ms. Stiles: yes interviewed 5 and then Mr. Brooks asked opinion. They got to tell Brooks who they felt best candidate.

Ms. Zorb: on compensation package, bonus for merit or discretion? Criteria and measurements?

Mr. Deters: to be determined and council would approve.

Mr. Hartzel: job performance Mr. Fitzgerald did not provide. So council felt he wasn't doing his job.

Mr. Deters: city mgr serves under Mayor. Council would go to Mayor.

Mr. Hartzel: we can't lower salary. We did. In future, in business can. We can't.

Ms. Long: Ordinances weren't forwarded in timely manner. We forward in future so allow time.

Mr. Hartzel: Haven't talked about secretary and how she became fulltime at double the salary. No explanation.

Ms. Long: and job depends on person. She is fulltime and will handle. She does. She was nervous for election. She was applying for other jobs. God told her to stay at NCH. Had job offers. She stayed put. Sheryl wasn't in the running but several people asked her. Sheryl told she was #1 person people go to. She looks at Shannon, Roger, and Marty. Climate. Concern for their jobs. Everyone knows her. She's our girl. Maureen was surprised and then told Sheryl that she was considering her.

Mr. Feeney: bonus could be given if doing great job.

Ms. Wietlisbach: #5 hours of works. City manager does not have established hours . But in contract 8 hour days/40 hour weeks.

Mr. Deters: exempt employee. Person should be available during business hours.

Ms. Weitlisbach: what are hours? For the position.

Mr. Deters: fulltime

Ms. Mason: won't maybe be at desk but maybe meetings city employees, dept heads. Hours aren't at desk. They may be out in city, etc.

Mr. Deters: requirement of economic development, too. Further business opportunities.

Ms. Mason: traditional. Mr. Fitzgerald had come from this. Prior city mgrs did the development.

Ms. Weitlisbach: expected to be available at all times. Hours of work? Mobile?

Mr. Deters: council needs to know person avail at all times.  
Ms. Zorb: does Ms. Long golf?  
Ms. Long: no but she runs, bike

### **Finance Director :**

Mr. Deters: has Mayor Salary recommendation?  
Ms. Mason: had \$57,000 + benefits. Since she acting we will be filling permanently. Don't know if Ms. Keenan would take.  
Mr. Deters knows her and doesn't think Ms. Keenan would take permanently.  
Ms. Mason: needs to fund on permanent.  
Mr. Deters: so \$57,000?  
Ms. Weittlisbach: will Ms. Mason take out Ms. Hoelmer's separation out of this line item?  
Mr. Deters: no. Would be additional money. What do we owe her on separation?  
Ms. Mason to Deters: this is what she is willing to take.  
Mr. Deters: Why do we owe her \$70,000? He will check on. Do we pay accrued sick time?  
Ms. Mason: per union contract.  
Mr. Deters: we don't pay accrued sick unless she retires. Comp time \$35,000. Vacation \$8,000. It's over \$40,000. He will look into. Get line item for separation and for salary and for # annual appropriations. Meeting again?  
Ms. Weittlisbach: next Monday.  
Mr. Deters: get total amount.  
Ms. Stiles: ordinance who work 15-20 years get 4 weeks vacation.  
Mr. Deters: 289 accumulated  
Ms. Stiles: vacation no accumulative. Did she take a vacation this yr?  
Ms. Mason: union contract.  
Mr. Deters: she no longer in contract. She left to become admin. Comp time.  
Ms. Stiles: comp time  
Mr. Deters: gave her comp time instead of paying her.  
Ms. Stiles: 143.04

### **Tax dept**

Mr. Feeney discussion  
Mr. Hartzel contracts, person  
Ms. Nichols: from last council in tax  
Ms. Long: conversations but no answers yet  
Ms. Weittlisbach: tax under staffed. Fulltime was created and part time.  
Ms. Long they want another part time tax. Maybe find help in high school interns.  
Ms. Weittlisbach: reconfigure that dept. Need person to cut checks. Need training. Need back up.  
Mr. Feeney: economic development  
Ms. Long: is excited about economic development. A natural for her. \$85,000. It's part of her job.  
Mr. Deters: how much?  
Mr. Hartzel: \$13,000 for flyers, entertaining, costs to do this  
Ms. Weittlisbach: office supplies, magazine subscriptions, need line item out and not open umbrella. Need econ dev but huge amount of money.  
Ms. Mason: copy she has is zero.  
Ms. Nichols: final budget is zero.  
Ms. Weittlisbach: Look at budget and look at again.  
Mr. Deters: Ms. Long can come to council to direct her plan. Budget can be amended later to cover expenses.  
Ms. Weittlisbach: wants that communication

## **Audience**

Al Long 7024 Clovernook - I have a few questions and a few comments directed to council other than Ms. Stiles who has expressed, due to past practices, that the salary for city administrator, should be 15% for internal employee. He wants input for city administrator's salary from council to avoid unnecessary discussion. He called Ms. Nichols..

Ms. Nichols: considering Ms. Lon and her experience. Example Police .. Her salary should be more.

Mr. Hartzel: not seen resume for credentials.

Ms. Weittlisbach: wants to take time to review. not prepared. Surprised about Ms. Long being considered. Likes job description. Wants resume. She has seen other 3 candidates. Likes job description and nicely written.

Mr. Dewald: wants resume to answer to public. Learned a lot from Ms. Long tonight.

Ms. Zorb: love to see resume. Interviewed 3 people and Ms. Long wasn't 1 of them. Had never spoken to Ms. Long. Need warm fuzzy feeling that it will work w/council. Never received before. History scares her. We need to find a way to make it happen.

Mr. Long to Mayor... What is Mayor's plan to make it happen.

Mayor: getting resume printed now. Wants funding. Reiterated pay needs to be over the dept heads.

Mr. Long: We citizens believe both council and administration have valid points. Unintentional and intentional digs heard from both sides. This is the system-not perfect. Want transparency. Need to see faces at all council meetings.

Ms. Mason: transparency she tried to establish by coming to meetings. If questions, ask. She here and wants things to be said to her face. Email not exact means of communication. Wants call. That's why she comes to meetings. Willing to listen to comments. Participate.

Mr. Feeney: appreciates everyone coming out.

Rico Rice Tremont Lane: he serves on boards, vendor for city. Spoke for Ms. Long. He worked with police community building. Ideal candidate Ms. Long voice of community. Endorsement. Worked with Mark and Police Faust. Bridge differences and make community more inclusive.

Ms. Weittlisbach: thanked him and she will read before filling position.

Barbara Graves: would like to see everyone get along. She was on CIC. Whoever council selects, she ok. New people but nothing new.

Zack Whittle Richard Ave: endorsed Ms. Long as strong candidate. He does conflict resolution.

Mr. Long was on political ticket. Should do executive session. Mr. Long is the husband asking about wife's pay. Suggested a 6 month part time position to show how she would do.

Ms. Mason: her hiring and firing authority. Needs someone permanent. She needs to put trust and rely on. Not a trial run. She is choosing someone to manage the city.

Ms. Long: if anyone knows her, she very independent of him. He completely different. She does have opinions. Mark told her that expectations may take longer. Had meeting with Mayor and Owens from Cincinnati State.

Ms. Mason: Al Long and she on same ticket but no conversations about job for Ms. Long. On the record. Friends for years. She tired of bickering. Working together. 2 way streets. Give and take. No total control over other.

Ms. Long: Wants to go on record. Ms. Stiles 15% increase since Ms. Long is employee. That would only be \$46,000. Her student loans aren't equivalent to that. She going for masters so council not taking care of that. She took pay cut to come here. She is amazing employee and wanted to contribute to home. Reason came to NCH as she will contribute to her home. She talked to Mayor Brooks about her ideas. Her education would be the \$46,000. Wants to go on

record that her as female and chief of police is a man did not get same type of consideration and he was internally promoted. And Ms. Hoelmer and she female would make her feel she was being discriminated against.

Ms. Weitlisbach: debating back and forth. Goes both ways. It's a matter of trust. Some trust broken on both sides. Fear of extending the hand. Can't have a fear of working with other side. Lots of communication tonight. Perception of what's going on and then there's what's happening here. Wants to look at what's going on.

Ms. Stiles: Ms. Long has done lots for city. Not about the warm fuzzy feeling. This is about running a business and having the best qualified candidate.

Mr. Dewald: been here 44 years. Kids raised here. Was on council 15 years ago. This council asks questions. They don't believe what is told to council. They just trying to be informed. When someone asks, we can know what's going on. To have trust in each other.

Ms. Mason: decision and perception. If mayor doesn't choose the way council wants, then won't fund. Don't give her that perception. Don't give her that perception. Mayor thought council knew Ms. Long.

Ms. Weitlisbach: mayor makes decision. Reality is there were 3 candidates and now decision for someone different. No way taking away Mayor's power. Ms. W just wants same information.

Ms. Mason: don't make her feel that council won't put in funds. Or short change her. And how would council pay \$46,000. Feeling that if she doesn't pick same, will be short changed.

Mr. Deters: paid \$85,000 for same position 4 years ago. City admin can make or break a city when it comes to law suit. Mayor can stay with her choice. He doesn't take sides. He moved here with no promise of being city law director. He came for diversity. We have mayor who choose someone to make city better. Good that she woman and an afro- American. Please understand council's obligation. Don't hold Mayor hostage.

Ms. Weitlisbach: committee of whole tonight to discuss these positions. We don't take this lightly. This is work session. A lot has come out tonight. Working with administration.

Monica Lansing on Carroll: 1<sup>st</sup> council meeting. Been here since 1999. Concerns about city. Need to get along and move forward.

Ms. Weitlisbach: this meeting called to discuss this topic tonight. Can watch on ICRC.

Barbara Thetford, Sundale: Likes that Ms. Long lives here to make city livable. Wants more communication. City admin needs to know the answers.

Matt Welhert, 1901 Acorn: this is process of government. He teaches government. What seems to be frustrating and this is what this is about. James Madison...Constructive tension is good. Each is acting as protector of our rights.

Mr. Hartzel: get together and talk. Bring out our feelings. Emotional.

Kim Newman, 7109 Salmar Ct: Need council to help NCH. Likes diversity in city and school. Wants change in community. Wants everyone to get along. Past is the past. Move forward. She helped write the charter and was on planning commission. Works for federal government. Didn't like Dan Brooks long letters. City Admin needs to be resident.

Mr. Feeney: new year. Clean slate. New City Administrator and Finance Director  
Council Rules changes

Ms. Weitlisbach looking at rules, too.

Ms. Stiles: working on council rules, passed out to council members. Taken from many years.

Ms. Nichols: some changes. More details.

Ms. Nichols: City emails  
Mr. Deters: need city emails. Emails can be subpoena  
Mr. Feeney: thanks to Sheryl Long all have city emails.  
Ms. Zorb: need tax people. Any resumes?  
Mr. Deters: Mayor and city admin will make decision. Just needs council to fund.  
Ms. Zorb: anyone? Posted?  
Mr. Deters: need city admin and would actively look. Since no city admin - not much work done on that.  
Ms. Mason: need funding so she can move on this position. Since no meeting until 1-19, need funding before.  
Mr. Deters: if approved contract, will put money in budget. Can't wait need city admin and tax in next 2-3 days.  
Mr. Dewald: available  
Mr. Feeney: Mayor will schedule special council?  
Ms. Mason: will request  
Mr. Deters: Everyone will have to agree and sign. Waive notice. Needs quorum.  
Ms. Mason:  
Ms. Weittlisbach: will be president protem  
Ms. Nichols: Ms. Oshea not avail Wednesday.  
Mr. Deters: wait til everyone here to get the readings. Need 6 members to come  
Ms. Stiles: Monday, Jan 11 630pm  
Mr. Feeney: Special Council Meeting

### **Committee Assignments**

Ms. Stiles 1-12 meeting to put committees together.  
Mr. Feeney agrees  
Ms. Stiles 630pm pizza  
Mr. Feeney OKI representative?  
Ms. Weittlisbach: Mr. Hartzel? Committee of Whole meeting

**ADJOURNMENT** - Ms. Wietlisbach motioned and Ms. Stiles 2<sup>nd</sup>.