

BRATENAHL VILLAGE
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FINANCE COMMITTEE MEETING

December 15, 2021
5:00 p.m.

MAYOR JOHN LICASTRO
JAMES PUFFENBERGER, CHAIR
TOM McDONALD

DAVID J. MATTY, ESQ.
NANCY L. MOLNAR, RPR, CLR

3

1 MR. PUFFENBERGER: I'll entertain a
2 motion to approve the November 17th minutes.
3 MR. McDONALD: So move.
4 MR. PUFFENBERGER: Second. All in
5 favor?

6 MR. McDONALD: Aye.

7 MR. PUFFENBERGER: All right. What I'd
8 like to do, we have some discussion items here
9 this evening that will take a little bit of a
10 while. I want to get what really needs to be
11 done out of the way. And that is discussion of
12 and recommendation, if we can do that, of the
13 resolutions and ordinances that are on this list.

14 First I would like to hear our Fiscal
15 Officer's report, however.

16 MS. COOKS: Okay. Thank you. So I'm
17 going to offer some updates. First I would like
18 to offer what I believe the carry-over will be
19 for 2021 into 2022. I estimate that to be about
20 \$950,000. It's the first time in quite sometime
21 that is been that high.

22 MR. McDONALD: Is that number in any of
23 these other reports that you have about 2022?

24 MS. COOKS: So yes, so that is from the
25 general fund. Generally, you use the general

2

1 MR. PUFFENBERGER: Okay. It is 5:00.
2 We have a number of things on the agenda to get
3 through. Some will be abbreviated this evening
4 by necessity. I'll call this meeting to order,
5 regular finance meeting. Although it is
6 established that we can have some conversations
7 about budget.

8 Our first agenda is two meeting minutes.
9 One being November the 10th, special budget
10 meeting. Do I hear any issues with that? Any
11 questions? You're the only one that can say
12 other than me.

13 MR. McDONALD: No.

14 MR. PUFFENBERGER: Do I hear a motion to
15 approve the the November 10th minutes?

16 MR. McDONALD: So move.

17 MR. PUFFENBERGER: Second. All in
18 favor.

19 MR. McDONALD: Aye.

20 MR. PUFFENBERGER: So strange, it's just
21 you and I. That's how it is. Second order of
22 business is our regular meeting of November the
23 17th. Are there any addendums, additions,
24 changes?

25 MR. McDONALD: No.

4

1 fund to determine the best operating. You use
2 those for regular operating expenses. So that
3 fund right now stands about \$1,007,119. But this
4 is as of November 30th, so I take into account
5 any collections that we've made and the
6 expenditures that we've made. And so we will be
7 right around 950,000.

8 Deducted from this number in November is
9 our final payment to the City of Cleveland for
10 fire and EMS, so we have fulfilled that
11 obligation. We should in very short order,
12 Sharon Dumas will be ending her career with the
13 City of Cleveland with the new administration.

14 So she has promised that we will get our billing
15 for 2021, before they ride off into the sunset.

16 MR. PUFFENBERGER: Diana, if I may, just
17 for the record, if you recall, what Diana has
18 been doing is paying this in increments as
19 opposed to one lump sum, so it spreads it out
20 over a period of time. This time, as in the
21 past, we get these invoices very late. And it
22 screws up our budget and our cash flow, so she's
23 been paying this.

24 When we get the new bill, when they, in
25 fact, get it to us in some reasonable time, would

1 we pay that in increments, as well, or will we
 2 pay that in one lump sum?
 3 MS. COOKS: It has been my plan, but if
 4 Council so chooses, I will.
 5 MR. PUFFENBERGER: Okay. Thank you.
 6 MR. McDONALD: Which way do you normally
 7 pay it?
 8 MS. COOKS: So this was a special
 9 circumstance. We had two years worth of expenses
 10 due to the City of Cleveland. It was close to
 11 \$500,000. And I struck a deal, so to speak, with
 12 them to pay it for equal payments, and this month
 13 will be the last payment.
 14 MAYOR LICASTRO: If I can interject,
 15 part of the problem is we were getting invoices
 16 very sporadically from Cleveland. So we don't
 17 pay unless we have an invoice. We have a
 18 relationship with Sharon Dumas, Chief Fiscal
 19 Officer of Cleveland. She made sure she got the
 20 invoices that were due and has paid accordingly.
 21 MR. McDONALD: Sorry. I was unfamiliar.
 22 MS. COOKS: Moving on to the audit. So
 23 I spoke with the auditor not too long ago, I
 24 think it was Thursday or Friday of last year.
 25 They are experiencing the same manpower that any
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1 other industry is experiencing. And so the way
 2 that they are combating that is by giving more
 3 audits to the teams that they have available.
 4 And they are no exception.
 5 So I know I have reported that it's
 6 going to be done here, we'll have an exit
 7 interview, but we don't see that happening,
 8 because the state mandates that schools have
 9 their audits completed by December 31st of every
 10 year, so they are working on those audits. They
 11 will circle back with me around the second week
 12 in January. And then hopefully, I know I said
 13 this before, but hopefully we'll be wrapping that
 14 up. Any questions about that?
 15 MR. PUFFENBERGER: No. Just a comment.
 16 That you're not through with me yet, because the
 17 auditor said that even though I will no longer be
 18 on Council, that I can attend and I intend to.
 19 MAYOR LICASTRO: We look forward to you
 20 being there, Jim.
 21 MS. COOKS: And then lastly, unless
 22 there are other questions, I did approach the tax
 23 administrators to see what the status of our
 24 request is and I found out they're not even in
 25 the office. They haven't been in the office for
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1 almost two years. They are trying to determine
 2 how they will handle the mail problem, and it's a
 3 mail problem.
 4 MR. PUFFENBERGER: Did you say two
 5 years?
 6 MS. COOKS: They haven't been in the
 7 office for nearly two hours. They haven't been
 8 in office since March of 2020.
 9 MAYOR LICASTRO: Tax administrator, we
 10 even have a problem getting the mail through.
 11 They weren't picking up their mail.
 12 MS. COOKS: Not only is it the tax
 13 administrator, it's all state agencies are not in
 14 the office. They are all working remotely,
 15 except for a very few people.
 16 MR. PUFFENBERGER: If you would, maybe
 17 you sent this and I missed it, but could you send
 18 a copy of the submission to them to
 19 councilmembers just so we have a copy?
 20 MS. COOKS: Sure. It was with the
 21 legislation, but I will send it later.
 22 MR. PUFFENBERGER: Thank you.
 23 MS. PUFFENBERGER: Joyce would like to
 24 listen if she can. She wants to listen to the
 25 meeting. Can I bring my phone up and call her?
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1 Is that okay?
 2 MAYOR LICASTRO: She can listen in and
 3 not participate, but sure.
 4 MS. COOKS: Joyce Burke-Jones sent
 5 questions regarding the budget to me on Monday.
 6 And with preparing for Council and some other
 7 things that are going on, I was delayed in that.
 8 I did send her, all of you actually, some
 9 answers. I started just moving through the
 10 spreadsheet. And I stand ready to go over those
 11 or wait until another time, but I will continue
 12 to work on this as time goes on.
 13 MR. PUFFENBERGER: Thank you.
 14 MS. COOKS: That concludes my report.
 15 MR. PUFFENBERGER: All right. Thank
 16 you. I asked all the questions I needed to ask.
 17 Diana and I did have our usual pre-meeting
 18 meeting. We discussed some issues on the cash
 19 summary fund or at least what I saw as issues.
 20 She provided an adequate explanation to my view.
 21 I won't go over them line by line just for the
 22 purposes of time here, but the answers were
 23 satisfactory.
 24 One thing that always sticks out to me
 25 is when there is a negative pool balance in the
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1 cash summary fund. That is the case with Mayor's
2 court, has been on and off for a while. It is
3 due to some of the ways the bank reconciliation
4 was done in the past and we're simply making up
5 for that. Diana explained that to me. It took
6 about 12 minutes to do so, so I'm not going to
7 repeat anything she just said.

8 MS. COOKS: Thank you.

9 MR. PUFFENBERGER: But it was to my
10 satisfaction. I did want to say, I don't know if
11 you want to bring it up now or later, but Diana
12 mentioned to me earlier that one of the items
13 that the auditor has mentioned to her is that
14 they want -- and correct me if I get this a
15 little bit wrong, the auditors want Council each
16 month to sign off on all of the financial
17 statements.

18 So basically we make a motion to approve
19 the financial statements so it's on record that
20 everyone on Council has reviewed them, asked the
21 questions they needed to and approves them. And
22 that's something new to me. As far as I know
23 we've never done, but it certainly makes sense to
24 me. I assume at some point this evening we'll be
25 doing that.

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1 MS. COOKS: Yes.

2 MR. PUFFENBERGER: In fact, we can do
3 that now if anyone has any questions about the
4 finance statements.

5 MS. COOKS: Mr. Puffenberger, if there
6 are no questions regarding the financials, which
7 were sent on December 8th to all councilmembers,
8 if there are no additional questions besides the
9 ones you had, if you would please offer that as a
10 recommendation to Council to be approved.

11 MR. PUFFENBERGER: So move.

12 MR. McDONALD: Second.

13 MR. PUFFENBERGER: Do we need to take
14 the roll on this?

15 MS. COOKS: It's a motion. Isn't it,
16 Mr. Matty?

17 MR. MATTY: It's a motion, but I would
18 take a roll if you're going to make a motion.

19 MS. COOKS: Mr. McDonald?

20 MR. McDONALD: Aye.

21 MS. COOKS: Mr. Puffenberger?

22 MR. PUFFENBERGER: Aye. Does all of
23 Council do that or just Finance?

24 MS. COOKS: At the Council meeting.

25 MR. PUFFENBERGER: I'm sorry, okay.

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1 MAYOR LICASTRO: This is a
2 recommendation. We'll just put it on for all of
3 Council.

4 MR. PUFFENBERGER: It is something new.
5 Okay.

6 MS. COOKS: Thank you.

7 MR. PUFFENBERGER: Anything else, Diana?

8 MS. COOKS: No, I'm finished.

9 MR. PUFFENBERGER: Any questions for
10 Diana on her report from anyone on Council?

11 Okay. Then what I would like to do, as I said
12 before, is I would like to run through the five
13 ordinances that we have on our plate here this
14 evening to make sure we get those taken care of
15 primarily, of course, pay claims so we can pay
16 our bills.

17 And first we'll introduce Resolution
18 Number 1239. This is simply a re-up essentially
19 to participate in the Heritage Home Program.
20 It's an \$800 commitment, not that terribly much,
21 but I think it's very, very worthwhile.

22 Although, I must say, as I've said this any
23 number of times before, we really need to promote
24 this better because it can benefit a lot of our
25 residents who probably aren't aware of how this

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1 should occur. They do do informational meetings,
2 which we encourage them to do more in my view,
3 but does anybody have any questions about
4 Resolution Number 1239?

5 MAYOR LICASTRO: Jim, if I may add, they
6 were doing in-person meetings prior to COVID, but
7 they stopped that because of COVID.

8 MR. PUFFENBERGER: Sure. Understood. I
9 think there still are ways we can perhaps do more
10 on the website, whatever it might be as we re-up
11 that or as we improve our website, that sort of
12 thing, because I think there are obviously a lot
13 of older homes in the Village that can benefit
14 from this.

15 MR. McDONALD: Yes.

16 MR. PUFFENBERGER: Some people have
17 taken advantage of it. Probably not as many as
18 we would like. Okay. I'll entertain a motion to
19 recommend Resolution 1239 to Council for passage
20 this evening.

21 MR. McDONALD: Are you giving a
22 description?

23 MR. PUFFENBERGER: I can. Authorizing
24 the Mayor to extend the professional services
25 agreement/contract with the Cleveland Restoration

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1 Society to participate in the Heritage Home
2 Program for the 2022 calendar year and declaring
3 an emergency.

4 MR. McDONALD: Second.

5 MR. PUFFENBERGER: You just make a
6 motion.

7 MR. McDONALD: I'll make that motion.

8 MR. PUFFENBERGER: I'll second. All in
9 favor?

10 MR. McDONALD: Aye.

11 MR. PUFFENBERGER: Again, kind of
12 strange when there's only two people doing this,
13 but that's what we need to do.

14 Second item is something that we've
15 discussed at the last meeting. We heard from the
16 individual who is being proposed for this
17 position. This is an ordinance creating the
18 position of Website Coordinator. And confirming
19 the appointment of one of our own, Angela, to
20 that position effective December 15th, which is
21 today, of course. It's before the Finance
22 Committee because there is remuneration involved,
23 that being \$10,400. Perhaps you can remind all
24 here how that number came about, either Diana or
25 the Mayor.

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1 MS. COOKS: So I checked using Ohio
2 Municipal Leagues is one of the sources and other
3 sources. The average salary for a Website
4 Coordinator is about \$42,000. So we determined
5 that about 520 hours in the year would be what
6 this person would expend and so that is one
7 fourth of that \$42,000.

8 MR. PUFFENBERGER: Okay. Are there any
9 questions from members of Council considering
10 this? Any concerns expressed? Is the intention
11 for this to be a static amount?

12 MS. COOKS: Correct. It's not dynamic.

13 MR. PUFFENBERGER: And not subject to
14 tenure increases that other positions that we'll
15 talk about that more obviously.

16 MS. COOKS: Correct.

17 MR. PUFFENBERGER: So it will be a
18 static number.

19 MS. COOKS: It is.

20 MR. PUFFENBERGER: Okay. Is the
21 intention for this to be subject to any COLAs
22 that might be approved in the future?

23 MS. COOKS: No.

24 MR. PUFFENBERGER: It's not in here. I
25 just wanted to make sure that that's not the

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1 case. Any other questions? Issues?

2 Okay. I'll entertain a motion if, in
3 fact, we'd like to do so, to recommend Ordinance
4 Number 4126 to Council for approval this evening.

5 MR. McDONALD: So move.

6 MR. PUFFENBERGER: Second. All in
7 favor?

8 MR. McDONALD: Aye.

9 MR. PUFFENBERGER: All right. The next
10 is a housekeeping item, Ordinance Number 4127.
11 This is to amend Ordinance 4090, which was our
12 annual appropriations for 2021. This is kind of
13 a housekeeping item. Things change as the year
14 goes by. And there is an Exhibit A, which
15 details what's happening with this.

16 Diana, is there anything else that we
17 need to add?

18 MS. COOKS: Well, I can offer clarity
19 that the county -- or the state requires each
20 county to request final appropriations for each
21 municipality to check that the CER, which is the
22 Certificate of Estimated Resources, is not seeded
23 by appropriations.

24 So this is, again, a housekeeping item,
25 but what I did was I calculated out what our

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1 remaining expenses will be for the year. And I
2 reduced the appropriations down to the bear
3 minimum, which, again, we know we would like for
4 our appropriations to be as low as possible so
5 that our bond rating stays high. So this is an
6 effort to do this in the past. We have had to
7 have emergency meetings on the 31st of December
8 to take care of this. We took care of it this
9 year.

10 MR. PUFFENBERGER: Good. Any questions?
11 Issues? Okay. I will entertain a motion to
12 recommend Ordinance Number 4127 to Council for
13 approval this evening.

14 MR. McDONALD: So move.

15 MR. PUFFENBERGER: Second. All in
16 favor?

17 MR. McDONALD: Aye.

18 MR. PUFFENBERGER: Okay. The next is
19 temporary appropriations. I'm going to deal with
20 that in a little bit, because we need to talk
21 through that, but there's a number of items that
22 we need to talk through. So I'm going to skip
23 over then to pay claims so we can pay our bills.

24 Diana, as I mentioned, and I had our
25 usual conversation that took place a couple of

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1 hours ago actually, which usually is a couple
2 days before. In anticipation of some questions,
3 one of the questions anticipated is who attended
4 the annual training conference, and that will be
5 our new chief sitting over there in the corner
6 there.

7 MS. COOKS: He hasn't attended yet.

8 MR. PUFFENBERGER: For 2022, you will
9 attend in 2022.

10 MS. COOKS: The FBI training.

11 MAYOR LICASTRO: When is that held.

12 LT. LOBELLO: Last week of July, first
13 week of August.

14 MR. PUFFENBERGER: Where is it?

15 CHIEF LOBELLO: Here in Cleveland.

16 MR. PUFFENBERGER: I understand you are
17 the president, is that correct, or you are about
18 to be?

19 CHIEF LOBELLO: I am president this year
20 so I'll be immediate past president.

21 MR. PUFFENBERGER: So that was one of
22 the questions I anticipated. The other is Public
23 Safety. We did not receive our credit cards in
24 time for publication of our pay claims, so you'll
25 notice under each department there is a zero.

1 That one I will pass over.

2 You'll note because gas prices are very
3 high, I noted this earlier that our Dominion Gas
4 bill for this building was four times what it was
5 last month, four times what it was last month.
6 That's something we need to keep an eye on as
7 time goes on.

8 I did ask about the increase, even
9 though it's minimal by \$50, for our Spectrum bill
10 here for this building and there's a lost promo
11 deal. I think we've all experienced that where
12 you have a promo for a while, then you lose that
13 and your Spectrum cost goes up, so we lost that,
14 but for your information in case anyone is
15 interested why that bill has gone up
16 significantly. Those are all the questions that
17 I felt necessary to ask. The rest was pretty
18 standard.

19 Does anyone else have any questions
20 about any of the line items in pay claims? No?
21 Okay. Total for pay claims this month is
22 \$161,682.18, which is pretty darn low frankly
23 relative to some months. So I'll entertain a
24 motion to recommend Ordinance Number 4129 to
25 Council for passage this evening.

1 MR. McDONALD: So move.

2 MR. PUFFENBERGER: Second. All in
3 favor?

4 MR. McDONALD: Aye.

5 MR. PUFFENBERGER: Okay. I'm going to
6 get this out of the way, because there seems to
7 be a lot of misunderstanding about this. And
8 this is Fiscal Officer compensation plan. The
9 Fiscal Officer position, full-time Fiscal Officer
10 position, is a new position for us as of three
11 years ago, correct? It was three years ago.

12 MS. COOKS: It was part-time three years
13 ago, full-time as of --

14 MR. PUFFENBERGER: As of June of 2020,
15 so year and a half ago. That's right. So anyway
16 we went to a full-time. So this is a brand-new
17 position for us. When we received legislation to
18 approve the position and compensation for this
19 position, it did three things.

20 One, it established -- a couple of
21 different pieces of legislation. It established
22 that this is a new position. We wanted this new
23 position. Secondly, that Diana Cooks would fill
24 that position. And thirdly, what the
25 compensation level would be. That compensation

1 level was strictly a salary.

2 Now, as we've talked about over the last
3 years since I've been on Council, every single
4 employee in the Village, save a couple of
5 leadership positions, received automatic
6 increases for time spent in their department.
7 Tenure increases. You work here for a certain
8 number of time, you get an automatic increase.
9 All right? And this position did not have that
10 particular advantage built into its compensation.
11 I mentioned this at the last meeting. And I felt
12 it was unfair that this position would be singled
13 out as the only -- there's a lot of reasons why
14 that didn't happen, but that this position would
15 be singled out as the only position, save again a
16 couple of leadership positions, that did not get
17 automatic increases based on tenure. Okay?
18 Because everybody else gets that.

19 So a year and a half ago I put together
20 a plan. This would have been just a few days,
21 actually it comes out looking at the date, five
22 days after we established that position with a
23 tenure plan and sent it out. It was never acted
24 upon. So I sent it out exactly as it was a year
25 and a half ago last week to be reviewed again.

1 I'm on my way out. I just didn't want this to be
2 overlooked.

3 To this point, and I think I made this,
4 I mentioned this once before, to this point, the
5 person currently in that position, Diana, of
6 course, would not have been affected by this,
7 because she would not have reached that next
8 echelon, that next tenure level. But a year and
9 a half from now she will. And I don't want that
10 to be overlooked, because a year and a half from
11 now everybody else gets an automatic increase for
12 whatever level they're at, she would not.

13 So I'm proposing that Council do
14 something about that and correct what I think is
15 a wrong or an oversight, call it what you want.
16 So I proposed this. And we don't have final
17 numbers. That will be decided by Council at
18 whatever time Council decides to do that. And I
19 put a sample plan together that can be used if
20 anybody has any comments about how many years
21 should be in each level or what the percentage
22 increase should be at any level. That's why I
23 sent it to everybody so they can comment on it.

24 I put in just a placeholder for a
25 starting account, for a starting salary. It's
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1 meaningless. I could have put one dollar in
2 there, I could have put a million dollars in
3 there, it doesn't matter, because the discussion
4 is around how many years at each level and what
5 percentage increase there will be in each level.
6 I'm happy with the way these levels are. They
7 are consistent with other employees. If anybody
8 has any comments about that, certainly you can
9 make those comments. The only thing that needs
10 to be established is what the starting salary for
11 this position would be.

12 The simplest way to do this would be to
13 establish a starting salary that calculates
14 backwards to what Diana is currently making in
15 that particular echelon, and I've done that. I
16 put another one together that does that, it
17 backwards calculates what that starting salary
18 should be just to make it simple. I'll publish
19 that to everyone. I didn't send it out by e-mail
20 because I can't make recommendations without
21 being in a public forum.

22 So tonight is the first time we'll be
23 discussing that. I don't think I need to go any
24 further with this. I would just ask that Council
25 at the next meeting and perhaps I can suggest
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1 legislation, Mr. Matty, in the next couple of
2 weeks while I'm still on Council to put
3 legislation together to correct this oversight
4 and that's all this is. Okay?

5 And I will send out to everyone before
6 the end of this week the calculation that I made
7 which backwards actually adds a couple hundred
8 bucks to your salary by doing it this way. But
9 just like every other spreadsheet I put together,
10 dozens and dozens and dozens of these over the
11 years, many of them you were the lieutenant at
12 the time and now you're the chief. You know how
13 many, probably hundreds of them we passed back
14 and forth over time in calculating these things,
15 but I have them put together specific to this
16 just so we can correct it and that's all this is.

17 Is that clear? Does anyone have any
18 questions about that? So I will send that out.
19 And everybody is happy with what it is.

20 MR. MATTY: I'm sorry, Mr. Chairman, if
21 I may, I don't have any of this information. So
22 if Council is going to direct me to prepare
23 legislation, I need to see what you're talking
24 about. I wasn't sent whatever was sent out.

25 MR. PUFFENBERGER: Well, what I sent out
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1 to Council is just to make comments on it and
2 have access to it for this meeting. What I will
3 send, I will certainly copy you on so you have
4 complete information on what I would recommend as
5 a starting salary for this position, which would
6 calculate at the level that Diana is at to that
7 level and then at the next level, which will be
8 the 11 year point, because she started nine and a
9 half years ago. Start date 7/2/2012. When she
10 gets at the 11 year point, she will get, if you
11 choose to do so, at whatever point Council
12 decides to do so, it will calculate to an
13 automatic 3 percent increase.

14 MR. MATTY: Mr. Chairman, I would
15 suggest that whatever is being sent out, whoever
16 is going to be chair of Finance Committee next
17 year, whoever that may be, put this on your
18 agenda for your meeting in January. I don't
19 think it's proper for this Council to recommend
20 to the next Council, which will have a different
21 person on it, what to do, but that person will be
22 there in January. So whoever it is, I assume
23 it's going to be somebody in this room, that
24 should be first item or an item put on Finance
25 Committee for January.

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1 MR. PUFFENBERGER: I would agree.
2 Because what I'm putting here is just giving
3 everybody a framework. I'm bringing it up so
4 it's not overlooked so she doesn't miss this in a
5 year and a half. That's the only reason I'm
6 bringing it up. As I go out the door, I want to
7 make sure this doesn't get overlooked.

8 I recommend whoever is on the Finance
9 Committee, as Mr. Matty said, put this on the
10 agenda. I don't know who that will be next year,
11 but I will send this out as a kind of idea of
12 what, in my view, it should be. Okay? Just to
13 get everybody a head start. So that's that,
14 unless there are any other questions, comments,
15 issues, et cetera. All right. So that's that.

16 The last item on our agenda is, of
17 course, appropriations. And our intention or my
18 intention is to -- and Diana and I have talked
19 about this extensively, is to do temporary
20 appropriations. It is appropriate to do so as
21 long as we meet the guidelines by the end of
22 March and do permanent appropriations by then.

23 The reason we do temporary
24 appropriations is -- and we tried to start the
25 process in October. That didn't work because a

1 lot of things got in the way of getting the
2 information to Council. The audit being primary.
3 And so we didn't get that. We got a late start
4 on this. Of course, last week I tried to have a
5 meeting specific to this and we weren't able to
6 get enough people there to really discuss it
7 properly.

8 So we'll discuss it this evening and
9 we'll get through as many questions as we
10 possibly can. And once we do that, then if there
11 are any alterations to the document we have here,
12 which will be temporary appropriations, we will
13 do that. And then if you choose, if Council
14 chooses to do so, then approve temporary
15 appropriations with the understanding that you'll
16 have to put together final appropriations before
17 the end of March.

18 MR. McDONALD: Why do we need to label
19 it temporary when we just passed an ordinance for
20 amending the appropriations?

21 MR. PUFFENBERGER: That's for 2021.

22 MR. McDONALD: I understand that. We'll
23 be in 2022, when the Council changes. Never
24 mind.

25 MR. PUFFENBERGER: What we did is

1 amending what we did last year. This is for the
2 next year.

3 MR. McDONALD: I understand.

4 MR. PUFFENBERGER: Okay. What we just
5 did only, you know, matters for the last two
6 weeks.

7 MR. McDONALD: If you're going to say
8 it's a temporary appropriation, put a end date on
9 it.

10 MR. PUFFENBERGER: That will be March
11 31st.

12 MAYOR LICASTRO: Right. The 31st of
13 March is when we have to pass permanent
14 appropriations, but before then, and we'll
15 probably have it on the agenda for March, if not
16 earlier. That gives us first quarter to track
17 revenue to see if the numbers we've projected are
18 accurate. Given the time frame, his intentions
19 were different, but circumstances didn't allow us
20 to go forward with permanent. Doing temporary,
21 we have to have temporary appropriations to pay
22 bills in January. So if we move forward with
23 temporary, we can work towards --

24 MR. McDONALD: As I said, it's
25 semantics, please don't put anything in it.

1 Whether it's temporary or permanent, it can be
2 amended later.

3 MAYOR LICASTRO: That's right.

4 Obviously during the year we can always
5 reappropriate, we always do, but for this purpose
6 I think Jim is wise recommending we do temporary
7 so we can pay bills and then we have a couple of
8 months to figure out from.

9 MR. PUFFENBERGER: There's also the
10 issue that there will be at least one different
11 person on Council next year who may want to chime
12 in on what appropriations should or shouldn't be.
13 That gives the new Council an opportunity to do
14 that for the full year.

15 MR. McDONALD: I'm not going to repeat
16 that. The horse is already dead.

17 MR. PUFFENBERGER: I say all that
18 understanding that, and I hope everybody
19 understands that, that approval of appropriations
20 is not an approval to spend. Those are two
21 different things. We're simply putting money in
22 pots that we can spend, but that isn't an
23 approval to spend. And you know, maybe that's
24 semantics, but it's a fine point, but I think
25 everybody needs to understand that.

1 MAYOR LICASTRO: That's why we do pay
 2 claims every month.
 3 MR. PUFFENBERGER: Exactly.
 4 ARBITRATOR STANTON: That's approval to
 5 spend.
 6 MR. PUFFENBERGER: Exactly, that's
 7 exactly what that is. So there were quite a
 8 number of questions. I would like to get
 9 through -- what time is it here?
 10 MS. COOKS: 5:35.
 11 MAYOR LICASTRO: 6:15. (Laughter.) It's
 12 5:35.
 13 MR. PUFFENBERGER: I'm on the board of
 14 New Avenues, on their budget committee. And
 15 tomorrow night I have a budget meeting for New
 16 Avenues. If you think this is complicated, you
 17 should see theirs. Their budget is nearly three
 18 times the size of that, the entire Village of
 19 Bratenahl. They have 200 employees. They have
 20 facilities across three counties. And I've got a
 21 pile of paper on my desk this big to go through
 22 before tomorrow night. This will seem simple.
 23 But I think most people think of New Avenues as
 24 just that one. If I may, excuse me if I go a
 25 little too far on this, I think most people think

1 of New Avenues as that one house we have at the
 2 east end of the Village and that's it.
 3 There's actually a dozen of those
 4 throughout Northeastern Ohio. They have a very
 5 large facility on Euclid Avenue. We have
 6 outreach programs. We have home programs,
 7 educational programs. It's a pretty big
 8 organization. And so I encourage everybody to
 9 get involved. New Avenues is a credible
 10 organization. I'm proud to be on the board.
 11 All right. I have some questions that
 12 I'd like to run through. I have my own
 13 questions, if I may, just to -- and I have not
 14 seen the document that Diana sent out, because I
 15 think it came out after I had already left the
 16 office, so I didn't see it. A lot of those
 17 questions will be answered next round, but there
 18 are some that I just wanted to talk through just
 19 so I understood them at this point.
 20 Some of these are very similar to what
 21 Joyce sent. She a very comprehensive group of
 22 messages. And yes, Chief is here. At the last
 23 meeting, we talked about providing EDGE with
 24 \$4,000 to replace their armored vehicle.
 25 Question was, very honestly, I don't remember.

1 Didn't we approve doing that?
 2 MAYOR LICASTRO: We did. We talked
 3 about it. And we also indicated that we had a
 4 thousand of that already donated from a couple
 5 here in the Village, but we made no formal motion
 6 to include it in the budget, which is why it's
 7 not there.
 8 MR. PUFFENBERGER: Okay. That was the
 9 gist of the question. So tonight perhaps during
 10 full Council we can make that motion, if that
 11 makes sense. My opinion, for what it's worth, I
 12 think it's worthwhile doing. It's certainly
 13 worthwhile doing. We want to be good neighbors
 14 with EDGE and the rest of them and so that's
 15 there.
 16 Okay. Another question, we understand,
 17 of course, that there is a recommendation for a
 18 two and a half percent COLA for the
 19 administration.
 20 MS. COOKS: Jim, may I, before you go
 21 off of EDGE? Since Joyce is on the phone, she
 22 got this document, but the answer to her
 23 question, which was about whether or not that
 24 recommendation was made to Council, she also
 25 asked where would those -- that those funds were

1 missing from the budget, but they will come out
 2 of 2071 and be appropriated at the time that that
 3 becomes an expense.
 4 MS. HUFFMAN: Would you say that again,
 5 please.
 6 MAYOR LICASTRO: 2071 is a restricted
 7 fund.
 8 MS. COOKS: It is.
 9 MAYOR LICASTRO: That's where the
 10 additional half percent of income tax goes for
 11 police, fire, et cetera, et cetera, so she's
 12 recommending we take it from that fund.
 13 MS. COOKS: That's where it is budgeted
 14 from, but the expense comes in August. So I
 15 prefer to wait until that time to appropriate it.
 16 MS. HUFFMAN: Okay.
 17 MS. COOKS: Remember again, keeping our
 18 appropriations low.
 19 MAYOR LICASTRO: Jim, I would recommend
 20 a motion to approve the expenditure. And we'll
 21 figure out how to appropriate it. Does that make
 22 sense to you?
 23 MR. PUFFENBERGER: The expenditure for
 24 EDGE?
 25 MAYOR LICASTRO: The \$4,000.

1 MS. COOKS: Which is separate from their
2 annual fee.

3 MR. PUFFENBERGER: Okay. Well, we'll
4 make a recommendation. Full Council is going to
5 have to make the motion. So I'll entertain a
6 motion to recommend that \$4,000 to replace the
7 armored vehicle for EDGE be approved at Council
8 meeting this evening.

9 MR. McDONALD: So move.

10 MR. PUFFENBERGER: Second. All in
11 favor?

12 MR. McDONALD: Aye.

13 MR. PUFFENBERGER: So strange to do
14 that. Next, the questions that I had. There
15 will be others and, Diana, please feel free to
16 chime in. Some of these are my questions and
17 they intersect to some degree with Joyce's. But
18 there is a recommendation to the administration
19 for two and a half percent COLA for next year to
20 apply to all employees.

21 This is more a statement than a question
22 and I brought this up before. We need to realize
23 that our COLAs are governed by Ordinance 3947 and
24 there are some tests that need to be met. In
25 other words, there are expense tests, there are
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1 revenue tests, et cetera, to qualify for that.
2 At some point when Council approves final
3 appropriations, that will need to be established
4 that those tests have been met. I have every
5 anticipation they would be. I wrote them and I
6 know what they are.

7 So I think that given our current
8 financial position, it probably is not going to
9 be any issue, but that will have to be checked in
10 March, just need to make sure that's on the books
11 and made public. Diana and I talked about that
12 today as well. Okay. So that's it there. One
13 of the questions was down here to fund 110
14 dispatch services. What's in 2022, is half of
15 what is in the 2021 budget. And it simply
16 required an explanation.

17 MS. COOKS: So the challenge with 2071
18 happens to be that it is funded by a transfer
19 that comes from the general fund. And it has to
20 be received into the general fund. And the fees
21 that are associated with that collection have to
22 be taken from the general fund. So once that
23 pool builds and I transfer the money from the
24 general fund into 2071 so that that can take --
25 usually our first big collection comes in

1 February, so I generally have to wait until
2 February in order to transfer that 20 percent
3 over to 2071. So I budgeted in the general fund
4 the first couple, three months, so that there is
5 enough to pay those bills until that special
6 revenue fund is populated.

7 MR. PUFFENBERGER: Is that clear as mud
8 to everyone? (Laughter.) Okay. I accept that.
9 I'm going to go to the next one that I
10 particularly had some interest in here. This is
11 to Chagrin Valley Engineering. This is fund 490
12 on the second page, about halfway down the second
13 page. This actually is a question from Joyce.
14 Joyce, you're listening in, I know. If this line
15 item is only the Village engineer, it is too
16 high. So essentially the question is what else
17 is in there?

18 MS. COOKS: So my response to Joyce was
19 that it is not all Village engineer. Chagrin
20 Valley Engineering this year-to-date is \$31,927.
21 It's a little above what was appropriated. And
22 then Van Auken Akins was \$25,355. So there are
23 two expenses coming, two vendors coming out of
24 that line item.

25 MR. BENJAMIN: So it's just that line
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1 item. Can we change the names of line items so
2 it just says engineering/architect?

3 MS. COOKS: No.

4 MR. BENJAMIN: I didn't think we could.
5 Okay.

6 MS. COOKS: UAN doesn't do that. You
7 kind of have to have a cheat sheet, so to speak,
8 to know, you know, it's contract services.

9 MAYOR LICASTRO: It doesn't say Chagrin
10 Valley, it says contract services. So this is
11 just an indication of what partial expenses.

12 MR. BENJAMIN: Okay. I understand.

13 MAYOR LICASTRO: When you look at
14 appropriations, the status, it says contract
15 services. That includes both Van Auden Akins and
16 Chagrin Valley.

17 MR. BENJAMIN: All right. Thanks.

18 MR. PUFFENBERGER: I think we often talk
19 about the fact that UAN doesn't accommodate
20 things like drop down tables and pivot tables and
21 those kind of things, et cetera.

22 MR. BENJAMIN: I remember that.

23 MR. PUFFENBERGER: It's kind of an
24 issue. It would certainly make things a lot
25 easier to discern if we were able to do that sort

1 of thing, because I think we're all accustomed
2 with that sort of thing with spreadsheets.
3 All right. Let's move on to this one,
4 given the time that we have. Number 710 on page
5 3, salaries for the administration. It appears
6 to calculate to a 14 percent increase. And the
7 question would be 2.5 percent COLA. What else is
8 in there?

9 MS. COOKS: So Joyce's question asked
10 does the 14 percent increase include the COLA,
11 website job, description, addition and the legal
12 intern? And the answer to those questions is
13 yes. What it does not apply COLA to either legal
14 intern, nor does it to the website administrator
15 or coordinator. So it does include the two and a
16 half percent for the other admin employees on
17 their regular job. And then it does not on these
18 others, but they are included because it is part
19 of that budget.

20 MR. PUFFENBERGER: Okay. And I would
21 assume that -- I don't know if it qualifies next
22 year. You talk about the automatic increases for
23 tenure. Is anybody qualifying for those in the
24 next year?

25 MS. COOKS: No.
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1 MR. PUFFENBERGER: So it does not
2 include any of that. All right. Thank you.

3 MS. COOKS: I think with the exception
4 of me, I think the building administrator will in
5 the next couple years, but everyone else
6 succeeded tenure.

7 MR. PUFFENBERGER: As we said, you will
8 in 2023. You'll be at the next level if when
9 Council approves what I was talking about earlier
10 this evening. And I certainly hope you will. If
11 you don't receive that in the next couple of
12 days, please bother me about it.

13 MAYOR LICASTRO: Jim, did you skip over
14 Shade Tree? Are you going to come back to Shade
15 Tree?

16 MR. PUFFENBERGER: We can talk about it.

17 MAYOR LICASTRO: We did not receive the
18 grant.

19 MR. PUFFENBERGER: We did not receive
20 the grant.

21 MAYOR LICASTRO: No. ODNR declined our
22 application. Kind of a long story, but we did
23 not receive the grant.

24 MR. McDONALD: What was that grant for?

25 MAYOR LICASTRO: It was for Shade Tree.

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1 I think it was for \$44,000. It's a matching
2 grant. It was a matching grant. We did not
3 receive those funds. So when you look at Ms.
4 Lyons' proposal, it was 30,000 without the grant,
5 more if you received the grant. So the 30,000 we
6 have here indicates the fact that we did not
7 receive the grant from ODNR.

8 MR. PUFFENBERGER: Is there an
9 overriding reason why we did not? You said it's
10 complicated. Is there a main reason why we
11 didn't get it?

12 MR. BENJAMIN: Mayor, as someone who has
13 applied for these grants, they are extremely
14 competitive. And this particular grant was a
15 State of Ohio ODNR grant, so Bratenahl wasn't
16 just competing with Cuyahoga County communities,
17 we were competing state-wide. If I recall, there
18 was not a lot of funds allocated, so that money
19 went very quickly. There's always an opportunity
20 to try again. The county also has a grant
21 program hopefully next year they'll roll out.

22 That being said, I think it's important
23 we move forward with some of the efforts that the
24 Shade Tree Commission has recommended next year.
25 We should at least budget for those.

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1 MAYOR LICASTRO: And we did. So many
2 communities in Northeast Ohio were denied the
3 grant. Many. In fact, I think they actually
4 used that word when we were talking.

5 MR. PUFFENBERGER: And we budgeted. We
6 have a budget number of 30,000 here.

7 MS. COOKS: So what it was for the
8 project, it was \$44,000, half of which the
9 Village had to match. So the additional 8,000 is
10 just routine, I guess, expenses.

11 MR. PUFFENBERGER: Okay.

12 MAYOR LICASTRO: Thank you.

13 MR. PUFFENBERGER: And we're happy for
14 that. That's not a problem. I'm looking at the
15 time here. We have 10 minutes to get through the
16 rest of this before we need to move on.

17 MAYOR LICASTRO: I wanted to make sure
18 people knew we did not get the grant.

19 MR. PUFFENBERGER: I appreciate it.

20 Let's look at the HR related issues. It
21 appears we spent \$6,800 in this line item in
22 2021. Are we budgeting enough and what type of
23 HR expenses were applied to this?

24 MR. TAYLOR: What page?

25 MR. PUFFENBERGER: This is page 3

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1 towards the bottom. And it's fund 710, HR
 2 related. Certainly we know just updating our
 3 employee manual it was quoted at \$6,000 alone.
 4 Do we have any --
 5 MAYOR LICASTRO: I should have a second
 6 quote on that this week from a different company
 7 to see if that number is accurate, but we
 8 acknowledge the fact that we need more than
 9 what's here for HR. I think Diana's philosophy
 10 is let's start with this. When the other
 11 proposals come in or other projects, we can then
 12 reappropriate it; is that correct, Diana?

13 MS. COOKS: Yes, that's going to always
 14 be what we hope to do. We have not, to my
 15 knowledge, spent \$6,800. We may have requested
 16 some services that were going to be billed at
 17 6,800, but I have not received such billing. But
 18 those into this right now is if you have new
 19 employees that need to be drug tested, and it is
 20 also the monthly fees for Clemans Nelson.

21 MR. PUFFENBERGER: You said the baseline
 22 level to start with was appropriated employees
 23 descriptions, job descriptions, that was
 24 somewhere in that -- I forget the number, two or
 25 \$3,000.

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1 MAYOR LICASTRO: Yeah.
 2 MR. PUFFENBERGER: An appropriate
 3 employee manual, which was quoted at least by one
 4 vendor we don't have, as you said, Mayor, we're
 5 getting more, at around 6,000, so that alone is
 6 somewhere close to \$9,000.

7 MAYOR LICASTRO: If you feel more
 8 comfortable raising it now, now is the time to do
 9 it.

10 MR. PUFFENBERGER: I would. That's why
 11 I raise the issue. I would. I think it's
 12 important. I think HR, and I see Gina over there
 13 shaking her head.

14 MAYOR LICASTRO: She's nodding her head.

15 MR. PUFFENBERGER: Yes. Shaking your
 16 head up and down.

17 MAYOR LICASTRO: The administration
 18 agrees with that. If you want to put in a higher
 19 number, we're going to spend more than what's in
 20 there.

21 MR. PUFFENBERGER: Frankly, I feel
 22 comfortable doubling it if everyone agrees. I
 23 think \$10,000 is where it needs to be to just get
 24 this baseline stuff out of the way that we've
 25 been talking about now for a couple years. It's

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1 really important we do this. It's very important
 2 we do this. And there will be other things that
 3 come up. I am very convinced that at some point
 4 next year you're going to have to reappropriate
 5 even more. I think starting at \$10,000 is a
 6 pretty good number.

7 MAYOR LICASTRO: I'd make it 15 to be
 8 honest with you.

9 MR. PUFFENBERGER: This is incredibly
 10 important. I am stunned to hear that you say
 11 that.

12 MAYOR LICASTRO: Hopefully you're
 13 pleasantly surprised.

14 MR. PUFFENBERGER: If you want to go to
 15 15, we can go to 15 if everybody agrees.

16 MS. HUFFMAN: 15 for actually what? For
 17 these particular items here?

18 MAYOR LICASTRO: For the retainer for
 19 Clemans Nelson and the employee manual. And what
 20 was the other thing, Jim?

21 MS. COOKS: Job descriptions.

22 MAYOR LICASTRO: Job descriptions. So I
 23 think 15,000 is a good starting point.

24 MR. PUFFENBERGER: All right. Everybody
 25 agree? Everybody want to go even more or are we

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1 okay with 15?

2 MAYOR LICASTRO: Wheel of Fortune.

3 MR. PUFFENBERGER: Spin the wheel. All
 4 right. Let's make that 15 for the temporary
 5 appropriations. We can make that change this
 6 evening, correct?

7 MS. COOKS: Temporary appropriations?

8 MR. PUFFENBERGER: That's all we're
 9 going to be appropriating.

10 MS. COOKS: So may I explain a little
 11 something about the temporary appropriations --

12 MR. PUFFENBERGER: Please.

13 MS. COOKS: -- legislation? So the way

14 that especially section one of the general fund
 15 is structured is you see that you separate out
 16 each department and then we have nonwage related
 17 line items, so that's everything else in a lump
 18 sum so that you have leeway.

19 So what I did is based on what we had
 20 discussed prior, but not in detail, I took that
 21 amount, divided by 12 and multiply by three to
 22 get an average for what we needed for temporary
 23 appropriation. So if we do need \$15,000 in the
 24 first quarter of the year, I have leeway to take
 25 that from the nonwage expenses. So we don't

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1 necessarily have to change what will eventually
2 be permanent appropriations, because that's what
3 I thought this sheet was on at this time.

4 MAYOR LICASTRO: May I make a
5 suggestion? So we're going to ask for a motion
6 for Council to approve the four grand for EDGE.
7 At the same time let's make another motion to
8 approve the HR line item for permanent
9 appropriations be made 15,000. Is that okay?

10 MR. PUFFENBERGER: Does that work for
11 you, Diana, the processes?

12 MS. COOKS: It does.

13 MR. PUFFENBERGER: Okay. We'll do that.
14 All right.

15 MS. HUFFMAN: You asked for suggestions.
16 If I'm hearing you right, I think I understood
17 correctly, you're able to take the monies out of
18 the non--

19 MS. COOKS: So I can't do anything about
20 the wage line items. I can move those around as
21 necessary.

22 MS. HUFFMAN: So in saying that, you're
23 saying that it's not necessary to make those
24 temporary appropriations 15,000?

25 MS. COOKS: Correct.

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1 MS. HUFFMAN: Okay. So if suggestions
2 are being taken, I would say I would like to see
3 it stated at 15,000, because this is something
4 that we know we're going to have to address in
5 the future, then is HR related, it still falls
6 under HR related type of items that are needed,
7 so that money is being there, because you know
8 what I'm talking about.

9 MAYOR LICASTRO: Right.

10 MS. HUFFMAN: If that should occur,
11 where we can reengage a discussion about interns,
12 then some monies will already be in the HR
13 related line items as a temporary appropriation.
14 And that doesn't mean that it will actually
15 happen, but certainly it is an option.

16 MAYOR LICASTRO: Yes. So the motion
17 will be to include both the payment to EDGE of
18 4,000 in the permanent appropriation. And to
19 also increase the line item for HR to 15,000 for
20 permanent appropriations as well.

21 MS. HUFFMAN: So, Mayor, you're saying
22 keep the number. Diana, you're saying you don't
23 necessarily have to change the number.

24 MS. COOKS: That's what I'm saying.

25 MAYOR LICASTRO: That way we go on the

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1 record saying that's our intent.

2 MR. PUFFENBERGER: It will be a
3 recommendation for permanent appropriations. And
4 we would not be changing what we have in front of
5 us this evening.

6 MS. HUFFMAN: Okay.

7 MR. PUFFENBERGER: And there may be at
8 least one more here.

9 MS. COOKS: I'm also saying, though,
10 that if by March we need 15,000, it's there. I
11 don't need that authority. It's in that nonwage
12 number. Knowing, though, that that will mean
13 that something else would -- I don't want to use
14 the word suffer, but would not likely to be
15 reallocated.

16 MS. HUFFMAN: Okay.

17 MR. PUFFENBERGER: Thank you. So we
18 have those two motions that we'll make in full
19 Council. We'll probably need to make a third
20 here involving marketing. We know 5,000 isn't
21 going to do it. And have those involved in
22 marketing established a budget? What are the
23 timeline for the marketing program?

24 MR. BENJAMIN: I can. Once Guide Studio
25 is on board with design services, we don't know

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1 what the finalized committed cost is going to be
2 for the actual creation, construction of whatever
3 signs we end up choosing, so we still have to go
4 through that process.

5 My recommendation at this time is not to
6 tie-up general fund dollars with an estimate that
7 we have no idea. The signs are going to be
8 between five -- depending how big they are and
9 what kind of materials are used, anywhere between
10 \$5,000 a sign to \$20,000 a sign depending how
11 much space there is. So I mean, my
12 recommendation is the \$5,000 gets us through the
13 design process with Guide Studio. And that also
14 includes public input as well. And then we'll go
15 out to bid and get some RFQs, RFPs for signs and
16 construction and at that time we'll appropriate
17 the funds.

18 MR. PUFFENBERGER: Okay. That seems
19 reasonable. Obviously permanent signs are going
20 to be the biggest part of the expense for
21 marketing. We have to discuss things like if we
22 want to do collateral. Collateral is what you
23 put down for a bank loan for marketing purposes,
24 things like brochures and booklets and that sort
25 of thing.

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1 MR. BENJAMIN: Yeah, that's a whole
2 other discussion that we've not had.

3 MR. PUFFENBERGER: That can be costly.
4 People are moving away from that sort of thing,
5 of course, to electronic means, but it should be
6 part of the discussion at some point. And
7 there's costs involved there. We have no idea
8 what those cost would be. We know we're going to
9 spend more than \$5,000, a great deal more than
10 \$5,000. If we don't have anything firm to hang
11 on that right now, we should keep it 5,000 for
12 now for temporary appropriations if everyone
13 feels good about that.

14 All right. What kind of time do we have
15 here?

16 MS. COOKS: 6:01.

17 MR. BENJAMIN: 6:01.

18 MR. PUFFENBERGER: I'm only a minute
19 late here. So I have one more question I will
20 ask. Salaries, Recreation, it appears to be a 16
21 percent increase. First the two and a half
22 percent COLA, should that be approved, would be
23 included in that. What else is in that 16
24 percent?

25 MS. COOKS: I didn't get that far.
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1 MR. PUFFENBERGER: This is 2041, fund
2 2041, salaries, Recreation.

3 MS. COOKS: I don't feel prepared to
4 answer that. I didn't get that far and I don't
5 feel prepared to answer that. I don't know. I
6 could have transposed the numbers. I would
7 rather you do -- I will have to look and see what
8 I included in there. I will make these updates
9 that you talked about today and then I will let
10 everyone know on this document what that is.

11 MR. PUFFENBERGER: Okay. So you didn't
12 get to that point yet.

13 MS. COOKS: No.

14 MR. PUFFENBERGER: All right. That does
15 seem a little bit unusual for a 16 percent
16 increase for a very, very small department.

17 MS. COOKS: I agree.

18 MR. PUFFENBERGER: Only a two and a half
19 percent COLA.

20 MS. COOKS: I'll check it out.

21 MR. PUFFENBERGER: One of the employees
22 is hourly. All right. Since I have run out of
23 time, I'm going to surprise everyone and stop
24 talking. (Laughter.) And ask if there are any
25 additional questions, comments, et cetera, from

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1 members of the committee, the member of the
2 committee?

3 MR. McDONALD: No.

4 MR. PUFFENBERGER: From anyone on
5 Council? Anything else than what we discussed
6 here this evening on any agenda items? That
7 being the case, I'll entertain a motion to
8 adjourn this Finance meeting.

9 MR. McDONALD: So move.

10 MR. PUFFENBERGER: I'm sorry, Pat, I
11 didn't see your hand. Go ahead, Pat.

12 MS. MEADE: I guess first I'd like to
13 thank you for being Finance chair for all these
14 years.

15 MAYOR LICASTRO: Pat, we can't hear you.

16 MR. PUFFENBERGER: I can't hear you.

17 MS. MEADE: Well, that's my first issue.

18 That's a complaint that I was told I had to wear
19 a mask, but then when you talk you don't have to
20 wear it, which seems hypocritical and defeats the
21 purpose. There was no advance notice of today's
22 meeting that we would have to wear a mask, not by
23 e-mail, there was no notice on the door. The
24 notice on the door still stands if you've been
25 vaccinated, a mask is optional. So, John, coming

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1 into the room has created a new rule and I just
2 think it's a little offensive.

3 MR. PUFFENBERGER: Pat, this won't go to
4 your time if I can chime in real quick. My
5 understanding is, and I don't know everything
6 that happened today, my understanding is there
7 were some last minute circumstances that led to
8 the meeting being here. And it couldn't be
9 avoided. It's just out of an abundance of
10 caution that we did that.

11 MS. MEADE: There could have been
12 e-mails or a sign posted or something.

13 MAYOR LICASTRO: Pat, the decision was
14 made right before the meeting. It was made as
15 always to keep people safe.

16 MS. MEADE: Right. But then when you
17 talk without a mask, it kind of defeats the
18 purpose of why we're wearing a mask.

19 MR. PUFFENBERGER: Go ahead.

20 MS. MEADE: That's my thoughts on that.
21 Under pay claims, what was the HR bill for? It
22 just says retainer, but it doesn't describe what
23 the retainer was used for.

24 MR. PUFFENBERGER: We have a retainer
25 for HR.

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1 MS. MEADE: So you're saying if they
 2 don't do any work, they just get paid \$175 a
 3 month.
 4 MAYOR LICASTRO: Yeah, for services they
 5 provide. We talk to HR on an every-other-day
 6 basis.
 7 MS. MEADE: So there should be some
 8 general description besides the retainer what
 9 they did for that money.
 10 MR. PUFFENBERGER: It's a retainer in
 11 the same way you retain an attorney or you retain
 12 anyone.
 13 MS. MEADE: Even Mr. Matty's
 14 professional services, he has some kind of
 15 description when he bills what it's for.
 16 MAYOR LICASTRO: Not for his retainer.
 17 MS. MEADE: Pardon me?
 18 MAYOR LICASTRO: Not for the retainer.
 19 That's for general questions that come under that
 20 heading.
 21 MS. MEADE: General questions. Then who
 22 was the police physical for?
 23 MAYOR LICASTRO: Chief. Do you mind,
 24 Chief?
 25 CHIEF LOBELLO: For a full-time hire who
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1 will be sworn in later this month, Bethany Toth.
 2 MS. MEADE: Okay. That was it. Thank
 3 you.
 4 MR. PUFFENBERGER: Any other questions
 5 from anyone? Okay. Then I will entertain a
 6 motion to adjourn my final Finance meeting.
 7 MR. McDONALD: So move.
 8 MR. PUFFENBERGER: Second. All in
 9 favor?
 10 MR. McDONALD: Aye.
 11 MR. PUFFENBERGER: We are adjourned.
 12 MAYOR LICASTRO: So let's take two
 13 minutes and then we will reconvene as Committee
 14 of the Whole. How about a round of applause for
 15 Jim for his work on Finance. (Applause.)
 16 (Meeting adjourned at 6:06 p.m.)
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1 CERTIFICATE
 2
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