

MONONA CITY COUNCIL MINUTES
November 21, 2016

The regular meeting of the Monona City Council was called to order by Mayor Miller at 7:31 p.m.

Present: Mayor Robert Miller, Alderpersons Andrew Kitslaar, Brian Holmquist, Jim Busse, Doug Wood, Chad Speight, and Mary O'Connor

Also Present: City Administrator April Little, Finance Director Marc Houtakker, Director of Administrative Services Leah Kimmell, Fire Chief Scott Sullivan, Interim Library Co-Directors Sally Buffat and Matt Hein, Kristine Herbert from Strand Associates, Operations Lieutenant Curt Wiegel, and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

A motion by Alder Wood, seconded by Alder O'Connor to approve the Minutes of the October 26 and November 2, 2016 Committee of the Whole and November 7, 2016 City Council meetings, was carried.

APPEARANCES and PUBLIC HEARING

Mayor Miller declared the Public Hearing To Receive Public Input Regarding the Proposed 2017 Operating Budget open.

Valerie Edwards, 1004 Sioux Trail and Sue Carr, 4209 Winnequah Road registered in favor of the Library parking lot budget amendment.

Todd Stebbins, 5005 McKenna Road appeared before the Council and spoke in favor of the Library parking lot budget amendment.

The following individuals registered in favor of the Paid on Call and Paid on Premise program:

- Hance Anderson, 5105 Midmoor Road
- Dustin Boyd, Monona Fire Department
- Brian Berkan, 111 Columbia Circle
- Kristen Halverson, 4706 Winnequah Road (including full time staff)

The following individuals appeared before the Council and spoke in favor of the Paid on Call and Paid on Premise program:

- Michael Jacob, 410 Russell Street, Madison
- Brian Zwettler, 1995 Lewis Street, Cross Plains (including full time staff)
- John Lockwood, 4706 Winnequah Road (including full time staff)

Mayor Miller declared the Public Hearing To Receive Public Input Regarding the Proposed 2017 Operating Budget closed.

CONSENT AGENDA

A motion by Alder Wood, seconded by Alder Kitslaar to approve the Application for a 2016/2017 Operator License for Sharon A. Curry, Ken's Meats & Deli, was carried

UNFINISHED BUSINESS

Director of Administrative Services Kimmell reported language to specify funding of the deductible in 2017 for the high deductible health plan requested by the Finance & Personnel Committee has been added. This differs from a flexible spending plan where pre-tax employee contributions must be used up each year. This plan is a health savings account, only available with the high deductible option, which continues to grow and the employee can take it with them to their next employer. An employee cannot have the flexible spending plan and the high deductible plan; it has to be one or the other.

A motion by Alder O'Connor, seconded by Alder Kitslaar to approve Resolution 16-11-2130 Approval to Fund a High Deductible Health Plan Option, was carried.

Discussion began on Resolution 16-11-2131 Adopting the 2017 Operating Budget and Establishing a Tax Levy.

Amendment 17-01 to eliminate \$11,000 from the Gypsy Moth Spray Program because the City did not qualify.

A motion by Alder Speight, seconded by Alder Busse to amend the 2017 Operating Budget by \$11,000 to decrease the Gypsy Moth Spray Program fund, was carried.

Amendment 17-02 to include \$500 for the City's participation in the Bird City program.

A motion by Alder Wood, seconded by Alder Speight to amend the 2017 Operating Budget by \$500 to provide funding for the City to participate in the Bird City program, was carried. Alders Busse and Holmquist voted against the motion.

Amendment 17-03 to decrease the Sewer Utility Disposal Service fund because the Madison Metropolitan Sewerage District provided final corrected usage figures.

A motion by Alder Speight, seconded by Alder Holmquist to amend the 2017 Operating Budget by \$17,800 to decrease the Sewer Utility Disposal Service - MMSD, was carried.

Amendment 17-04 to decrease salary increases by .5%. City Administrator Little distributed a report of municipal salary increase comparisons. Alder O'Connor stated she proposed this because of this report, which shows most proposing 1% to 2% and an average increase of 1.8%. The Consumer Price Index (CPI) is 1.6%. The 2017 budget is tight and the cost of this and possibly of Fire Department staff has to be covered in 2018. Each department has a pool of funds that are distributed as the Department Head and City Administrator decide. Alder Wood questioned whether there was a policy in place to give at least a \$0.50 raise as lower paid employees won't receive much of an increase. Alder Speight researched past salary increases. 2012 and 2013 were 3% and it has been 2.5% since then under Mayor Miller. There is now some economic recovery and the Council has been frugal. He is inclined to not support this amendment but the City has been generous and exceeded other municipalities. It is not a raise unless it exceeds the Cost of Living. Mayor Miller reported staff is compensated deservedly well with merit bonuses and there is low turnover. Alder Busse stated a Department Head can choose to give more or less depending on merit.

City Administrator Little stated retention is very important and wages need to stay competitive with other municipalities. These are great employees and it's a huge loss when one has to be replaced as is being seen with the Library Director. Alder Kitslaar agrees staff is great but supports this because this is a difficult economic time and 2% is a sizable increase. Alder Speight questioned the calculation of savings. Finance Director Houtakker reported he took out one higher salary that will provide savings. He continued to work on the calculation. The merit pay amount of \$18,000 is reported to the Wisconsin Retirement Fund and is allocated to affected accounts. It is a true bonus, one-time-only, not a salary increase. Mayor Miller reported he now includes the City Administrator in the bonus decision at her suggestion.

A motion by Alder Wood, seconded by Alder Speight to amend the amendment to include that all permanent employees receive at least a \$0.50 per hour increase did not carry. Alder Busse stated it should be up to the Department Head. Alder Speight stated he agrees with the principal but it will reduce the average increase to below the Cost of Living. Director of Administrative Services Kimmell stated there are no employees paid at minimum wage.

A motion by Alder O'Connor, seconded by Alder Kitslaar to amend the 2017 Operating Budget by \$20,100 to reduce the proposed salary increase from 2.5% to 2%. On a roll call vote, Alders O'Connor, Kitslaar, and Busse voted in favor of the motion and Alders Holmquist, Wood, and Speight voted against the motion. Mayor Miller broke the tie and voted against the motion. The motion does not carry.

Alder Busse began discussion of Fire Department Recruitment/Retention, explaining the impact of using the general fund which cannot be maintained. There could be a way to do the same work and manage it better. Fire Chief Sullivan reported there was an average of 2 personnel responding to calls. When the Paid-On-Premise (POP) and Paid-On-Call (POC) program was developed it was based on an average of 5 personnel going on 500 calls. The program's result was an average of 9 personnel responding to calls and call volume has now surpassed the total for all of last year. The Fire Department came in under budget by \$40,200 for 2013, 2014, and 2015. EMS is 97.6% of its budget. Revenues are \$69,000 and have increased \$45,900. Savings have been over \$100,000. He compared the cost of Fire Department staff to swimming pool lifeguards. He is asking the same amount of money for 365 days of 24/7 coverage that includes days, nights, weekends, and holidays in any type of weather. Pay cannot end when the budget is used up. The statutes require fire service to be provided. There have been a flat budget and staff for over 30 years. Fitchburg is providing \$700,000 for their Fire Department and Monona is providing \$100,000. He wants to make sure safety is provided to the whole community, not just the swimming pool.

Alder Busse stated that pay for anyone at the station when there is a call needs management. This doesn't eliminate the program but it needs modification and a policy. He compared fire calls to snow emergencies. Fire Chief Sullivan stated he originally asked for \$70,000 but reduced it to \$65,000 because he can't get full staff and is working on management of this new program. This coverage is needed because call volume has increased by over 100 calls and he doesn't see that reducing. They still lose 700 calls to mutual aid. The cost per call is \$15 for POC and POP, \$52 for a Firefighter on duty 24 hours, and \$92 for a driver/operator or officer. There are 2 personnel on 24 hours, half of the 4 he hopes to eventually have on staff. There are 3 POP and 1 full-time staff on each call. Alder Holmquist reviewed past personnel amendments. Mayor Miller stated this budget covers the whole program at 100% so it won't go over like this year because there was no experience to base the budget on.

Alder Wood stated every Department Head has a budget they are expected to stay within and this situation raises questions on how it is managed. Fire Chief Sullivan responded he has 2 budgets, watches them closely, and is conservative on projected revenues. The last 3 years he has come in at 97% of

budget. His history of budget management has been very good. This one was not and he will work on other budget items to balance this line item. Pay for POC programs vary widely. McFarland is hourly based upon rank. Having many personnel respond to calls happens everywhere and there is no way to regulate that; all are paid. If he splits staff into groups he won't know who's available. POP fills shifts and that helps as the whole department isn't paged, only the fully staffed engine. He will now not pay for a call if it happens during a drill.

Alder Speight stated the last few years of budgets show the Council's support for the Department. In the past it was reported that volunteerism is down but these new programs are incentives and have brought staff in. This doesn't get the Department to 10 full-time staff. Resources are limited and the program and budget have to be managed. Fire Chief Sullivan stated most municipalities are working toward POP with POC. He has to rely on getting volunteers from outside the City so they need to be on premise 24 hours and that requires compensation.

Mayor Miller reported the Fire Department Ad Hoc Committee was in place at the same time as Blooming Grove's fire department was disbanding. The City has benefitted greatly from getting Blooming Grove volunteers, which began in July. The programs were added then. Fire Chief Sullivan stated he made a choice this year between a full-time staff member and the POC/POP program and chose the latter. The Committee stated he needed 4 full-time staff in addition to POC/POP, and while he knows it won't be approved he will be back next year to ask for more staff. The program is working well.

Alder O'Connor reported she has reviewed call information. Fire has had 45 more false alarms this year which is half of the increase in call volume. Fire Chief Sullivan stated a full crew is taken because it is unknown what the incident entails. POP and POC staff the engine not the ambulance and may be either fire or EMS; full-time staff are both. All are CPR certified, can apply AED, gather patient history, and provide basic life support on EMS calls. Alder Holmquist stated he'd rather funding was provided for POP versus POC based upon historical need. He will have trouble approving increases in POC and POP on top of full-time staff without a report on needs and use.

Finance Director Houtakker reported all unused funds go back into the fund balance. Alder Kitslaar stated the City is going to pay for the service if it goes over and use the fund balance. He doesn't want to cut the budget and have it go over and use or rely on the fund balance to cover it. First and foremost the City needs to protect citizens and visitors. He wants to fully fund this program and keep it on budget. Fire is at 90% of budget and Ambulance is at 85%; this line item is the only one over budget.

Fire Chief Sullivan reported revenues have increased as call volume has increased. He will be \$29,000 over budget in revenues. Alder Holmquist responded that there are costs associated with increased calls. Fire Chief Sullivan reported there is no charge for fire calls except for the occasional highway fire call. The state has said if a municipality charges for fire calls it must reduce the levy limit. He now charges for more than 3 false alarms in 90 days.

Finance Director Houtakker reported the levy limit is \$400,000; the City is using \$308,000. Alder Wood stated his concern is that while this program improves service he doesn't want to put something in the budget that won't come out. It will then have to be paid for; it won't be removed. This will raise City taxes and residents are facing that increase along with school, utilities, etc. Mayor Miller stated if the funding for this is used up the program will have to be reduced.

Fire Chief Sullivan stated he is examining the benefit of, and whether to continue, the intern program. He has gained one full-time firefighter but others have moved on. The first year they aren't used because they are studying but their use increases the second and third years. If they leave before completing the program they reimburse the City for the paramedic class. He needs to house POP staff so space is

needed. There are two interns now and one will be done in 2017; he will time out the current interns and decide then. Finance Director Houtakker reported that would be a \$15,000 savings in the Operating Budget.

A motion by Alder Busse, seconded by Alder Wood to decrease the Firefighter Recruit/Retention fund by \$20,000 for a balance of \$45,000. On a roll call vote, Alders Speight, O'Connor, Kitslaar, and Holmquist voted against the motion and Alders Busse and Wood voted in favor of the motion. The motion does not carry.

A motion by Alder Speight, seconded by Alder Wood to approve Resolution 16-11-2131 Adopting the 2017 Operating Budget and Establishing a Tax Levy as amended. On a roll call vote, the motion carries. Alder Wood voted against the motion.

Finance Director Houtakker reported the 2017 Operating Budget is \$6,519,175.00, an increase of \$334,576.00. The mil rate is \$6.31. The real estate tax increase is \$112.00 per average house. The fund balance is at 20.37% with \$1.3 million.

NEW BUSINESS

Interim Library Director Buffat provided information on Resolution 16-11-2133 Library Parking Lot Design Approval and Resolution 16-11-2134 Amending the 2017 Capital Budget for Reconstruction of the Library Parking Lot. Strand Associates redesigned the lot to change the grade to be steeper at the street, improve drainage, and address pedestrian safety concerns. The Council approved the initial design at \$97,000 but parking stall reduction was an issue. The revised design was projected on-screen; it includes a center sidewalk and retaining wall at an additional cost of \$58,480. Lighting remains as is Mayor Miller stated that while there is a placeholder in the Capital Budget, this would increase borrowing. He and members agree they would like to retain the ornamental grasses if possible. Alder Kitslaar stated there are more accurate measurements, Ordinance compliance is achieved, and only 7 stalls are lost with 36 remaining (two are handicapped stalls).

Mayor Miller asks Ms. Herbert to look into snow removal and whether the City's equipment will work. Operations Lieutenant Wiegel went outside to count the current number of stalls; there are 47 so the revised design loses 11. Members discussed the design and effect on wheelchair access. Ms. Herbert stated the current lot isn't up to Plan Commission standards which is 32. Alder Speight supports this design. Mayor Miller requests the following information for the next meeting: snow removal, plantings, and whether compact car stalls would help gain spaces. He would also like better signage; the 10 minute limited stall is over-used and abused. Alder O'Connor requests someone from Public Works attend to assess the snow removal access.

REPORTS

Alder Kitslaar reported 8 Library Director applications have been received. The new Tourism Commission will meet tomorrow in City Hall at 5:30 p.m.

Mayor Miller thanks City Clerk Andrusz for her work on the November 8 General Election which went very well with a high turnout. City Clerk Andrusz thanks Election Inspectors and Chief Inspectors for their hard work and extra hours to make sure the election was conducted smoothly and accurately for all. Candidate packets are ready for those interested in running for election or re-election to the 3 open Alderperson seats and for Mayor next spring.

City Administrator Little reported on the UniverCity Year presentation schedule. The Senior Center Thanksgiving dinner was wonderful and she thanks Senior Center Director Mikelbank and her staff for putting on such a successful event.

Mayor Miller reported the CDA will meet tomorrow night and will be attended by two Riverfront project candidates.

APPOINTMENTS

There were no Appointments.

ADJOURNMENT

A motion by Alder Kitslaar, seconded by Alder Wood to adjourn, was carried. (10:05 p.m.)

Joan Andrusz
City Clerk