

FINANCE AND PERSONNEL COMMITTEE MINUTES
January 19, 2021

The regular meeting of the Finance and Personnel Committee for the City of Monona, via Zoom, was called to order by Mayor O'Connor at 6:15 p.m.

Present: Mayor Mary K. O'Connor and Alderpersons Kathy Thomas and Doug Wood

Also Present: City Administrator Bryan Gadow, Finance Director Marc Houtakker, Director of Administrative Services Leah Kimmell, Fire Chief Jeremy McMullen, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Thomas, seconded by Alder Wood to approve the Minutes of the December 7, 2020 Finance & Personnel Committee meeting, was carried.

APPEARANCES and UNFINISHED BUSINESS

There were no Appearances or Unfinished Business.

NEW BUSINESS

City Administrator Gadow reported most changes to the Fee Schedule are for Recreation Department and ambulance transport fees. Fire Chief McMullen reported fees were last updated in 2019. The new billing company, Lifequest, did a comparison survey in 2020 to current insurance practices and area Departments. The Public Safety Committee approved raising the fees to the middle of the ranges reported. Fees were explained, including Medicare and Medicaid reduced payment levels. 30% of patients have private insurance, 53% have Medicare and/or Medicaid, and the rest are self-payers. Mayor O'Connor and Alder Wood will ask Recreation Director Jake Anderson at the City Council meeting about Community Center rental fees being removed and whether clubs or meetings like the Girl Scouts will be able to use the space. They may allow groups like that to use the space at no charge. Building security when children are present is a concern. Director of Administrative Services Kimmell stated there were no revenues for 2020 and she thinks only school groups are scheduled for 2021.

A motion by Alder Wood, seconded by Alder Thomas to approve Ordinance 1-21-737 Updating the Fees, Fines and Penalties Schedule, was carried.

Fire Chief McMullen reported he did a comprehensive gear inventory and found that a lot of it was outdated. Purchases from the Town of Madison provided updates. Madison College won't allow participation unless gear is up to date. The AEDs don't need replacement so those funds can be used to increase the amount he can buy this year. He got bids and can get fire gear sets for \$2,200 each. EMS-only staff had no gear so he can get two sets for \$1,000 each. He will also purchase a replacement for the second tablet for patient data entry so if the other is down the ambulance can still be used. The Department should then be in good shape for the next 10 years

with Capital Budget purchases. Also, the Town of Madison gave a donation which was used to purchase a water rescue craft and equipment.

A motion by Alder Thomas, seconded by Alder Wood to approve Resolution 21-1-2460 Amending the 2021 Capital Budget for the Purchase of Fire/EMS Equipment, was carried.

Director of Administrative Services Kimmell reported that because COVID-19 is still a factor, the policy was updated to current practice. Federal leave has expired. The request is to extend two weeks of paid COVID-19-related leave. She has not been made aware if Congress's COVID-19 package applies. There is no requirement to test negative. Dane County Public Health doesn't recommend that because of test load and that a person can still test positive and not be contagious; other guidance doesn't require a negative test. Finance Director Houtakker reported there is no federal reimbursement so the City will just have to pay overtime pay. City Administrator Gadow confirmed this leave is retroactive to January 1.

A motion by Alder Wood, seconded by Alder Thomas to approve a Revised COVID-19 Policy for Employees, was carried.

Finance Director Houtakker reviewed recent Accounts Payables and he and City Administrator Gadow answered member's questions.

A motion by Alder Thomas, seconded by Alder Wood to Accept General Fund Accounts Payable Checks Dated December 4, 2020 through January 14, 2021, was carried.

A motion by Alder Thomas, seconded by Alder Wood to adjourn, was carried. (6:43 p.m.)

Joan Andrusz
City Clerk