

MONONA CITY COUNCIL MINUTES
February 5, 2018

The regular meeting of the Monona City Council was called to order by Mayor O'Connor at 7:30 p.m.

Present: Mayor Mary K. O'Connor, Alderpersons Brian Holmquist, Chad Speight, Doug Wood, Andrew Kitslaar, and Jennifer Kuhr

Excused: Alderperson Nancy Moore

Also Present: City Administrator April Little, Parks & Recreation Director Jake Anderson, Finance Director Marc Houtakker, Police Chief Walter Ostrenga, Fire Chief Scott Sullivan, Firefighter/Paramedic Chris Virnig, Public Works Director Dan Stephany, and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

A motion by Alder Kuhr, seconded by Alder Wood to approve the Minutes of the January 16, 2018 City Council meeting, was carried.

APPEARANCES

Lindsay Wood Davis, Radio Committee Chairperson, appeared before the Council and provided a WVMO Update.

PUBLIC HEARING

There was no Public Hearing.

CONSENT AGENDA

A motion by Alder Wood, seconded by Alder Kitslaar to approve the following, was carried:

1. Approval of Application for a 2017/2018 Operator License:
 - a. Craig W. Snider, Speedway – Royal Avenue
2. Approval of Application for a 2017/2019 Operator License:
 - a. Nathan D. Ranguette, Kwik Trip
 - b. Jacob E. Slaby, Silver Eagle Bar & Grill

UNFINISHED BUSINESS

Recreation Director Anderson reported the following staff position will convert two part-time positions into one full-time. Consistency in customer service and marketing efforts, including more radio announcements, would be provided. Finance Director Houtakker reported that TIF #2 will close. Once it is reported to the state after April 15 the levy limit will increase by \$325,000. The cost of this position is \$45,000. This, along with the new Dispatcher, Firefighter, and increased brush collection cost, will leave \$193,000 unencumbered. In addition, there will be a smaller increase in the levy limit based on new

construction. Alder Kitslaar questioned the affect if Walmart wins their lawsuit and receives a lower assessment. Finance Director Houtakker responded that cost would shift to taxpayers. The balance in TIF #2 can't be spent. It will officially close in 2019 because of Renew Monona funding and portions go back to the taxing districts as well as the City. Alder Wood stated keeping a position under the work hours threshold to avoid paying for benefits creates a lot of turnover. He would like to see this raised to make part-time positions more attractive. Recreation Director Anderson responded benefits do help with recruitment.

A motion by Alder Kitslaar, seconded by Alder Speight to approve Resolution 18-1-2234 Amending the 2018 Operating Budget for a Full-Time Administrative Assistant Position in the Parks and Recreation Department, was carried.

Recreation Director Anderson reported that City Attorney Cole reviewed the following Agreement and made minor changes. The Parks & Recreation Board approved the Agreement.

A motion by Alder Wood, seconded by Alder Speight to approve Resolution 18-1-2233 Approving a Facility Use Agreement with Monona Swim & Dive Club for the 2018 All-City Swim Meet, was carried.

City Administrator Little reported the following cleans up Ordinance language, restores omissions, and changes the City Council meeting starting time to 7:00 p.m. City Clerk Andrusz verified changes will be effective upon publication next Thursday. Recreation Director Anderson reported the Parks & Recreation Board recommended a \$100 fine for having a dog off-leash in a park; that fine is included in these updates.

A motion by Alder Holmquist, seconded by Alder Kuhr to approve Ordinance 1-18-694 Amending Chapters of the Code of Ordinances and Fees, Fines and Penalties Schedule, was carried.

NEW BUSINESS

A motion by Alder Kitslaar, seconded by Alder Kuhr to suspend the rules and take action on Resolution 18-2-2236 Purchase Approval of Two Police Vehicles, was carried.

Police Chief Ostrenga reported \$82,000 was approved in the 2018 Capital Budget to purchase two squad cars. The K-9 car costs more for air conditioning and lighting. Total cost for both is \$66,000 with the balance to pay for changeover and upgrade of equipment.

A motion by Alder Kitslaar, seconded by Alder Kuhr to approve Resolution 18-2-2236 Purchase Approval of Two Police Vehicles, was carried.

A motion by Alder Kuhr, seconded by Alder Kitslaar to suspend the rules and take action on Resolution 18-2-2237 Purchase Approval of Dispatch Consoles, was carried.

Police Chief Ostrenga reported two used work stations were purchased in 2009 and replacement parts are unavailable. The 2018 Capital Budget for replacement is \$37,000 but the cost will be capped at \$35,000. Three bid prices were compared. The chosen company will take out and dispose of the old equipment and install the new. Painting will be done while the equipment is removed.

A motion by Alder Kuhr, seconded by Alder Holmquist to approve Resolution 18-2-2237 Purchase Approval of Dispatch Consoles, was carried.

A motion by Alder Holmquist, seconded by Alder Speight to suspend the rules and take action on Resolution 18-2-2238 Authorization to Single Source the Purchase of a New Ambulance, was carried. Alder Wood voted against the motion.

Alder Wood stated his concern was purchase of a large-cost item with only one quote received. Staff has good reasons for this request but there is a competitive process in place. Features offered could justify not going with the low bid but doesn't justify no bids. Fire Chief Sullivan reported the fire engine purchase was sole source. That is requested now because this is the only vendor that offers a safer sliding side door which doesn't open into traffic or create a blind spot. In addition, the box is all aluminum; others have wood which can absorb bodily fluids. It also features a rounded roof which aids in water runoff. Similarity of vehicle to vehicle is also valuable; set-up is almost the same for ease of use. He assumes it will take three months to build; specification writing would cause a delay and the requirement of the sliding door would result in only one bid.

Firefighter Virnig was in charge of the Ambulance Committee. He reported the company has a long history and is a leader in the ambulance industry. Alder Wood stated he searched for other companies and there were some close enough to be considered and questioned whether the committee considered them; if bids were requested they would know for sure if others have similar options. He clarified these are quotes so they don't have to take the lowest priced. Firefighter Virnig responded staff is comfortable with the current model and other companies are totally different. Fire Chief Sullivan stated only the request for single sourcing is being made tonight.

Alder Holmquist stated this is one situation where one source makes sense. This is not a generic item; the Department has specific needs. Alder Speight stated he supports this choice but due diligence requires research. He questioned what other municipalities pay. Firefighter Virnig responded Madison, McFarland, Fitchburg, and Middleton all have Braun equipment. Fire Chief Sullivan stated Madison is now trying for other vendors but have a 5-year, multi-vehicle contract; Monona has only one and does not have extravagant additions. Braun has a CAD drawing of current set-ups so the build will be cheaper.

A motion by Alder Holmquist, seconded by Alder Kitslaar to approve Resolution 18-2-2238 Authorization to Single Source the Purchase of a New Ambulance, was carried. Alder Wood voted against the motion.

Public Works Director Stephany reported all of the next five items are first readings and will be reviewed by the Public Works Committee on Wednesday.

Public Works Director Stephany provided information on Resolution 18-2-2239 Approving a Bid for the Purchase of a Street Sweeper. He advertised but only received one bid which came in higher than the Capital Budget amount. The shortage will be paid for with unused funds from other vehicles and the garage improvements. Four sweepers were test driven. The specifications were written for a full-sized rear door and only one manufacturer makes one. Compacted material at the top of the door causes staff time loss in clearing it and the falling blockage is a safety issue.

Alder Wood stated this is a similar situation as the previous item. Quotes were requested but the specification was for a feature only one manufacturer makes. It is unknown if anyone else has this or other features or a cost savings that would be chosen over this feature. Public Works Director Stephany responded he will get other prices from the Internet for the Public Works Committee's and Council's next meetings. Equivalent language was included in the bid. Alder Holmquist stated staff did testing and found the component needed with Committee agreement. Future bids could be lost if requests are specific and the manufacturers don't meet the specifics. Alder Speight commends staff for being specific

but requests a manufacturer list price or some other data to compare to allow the Council to decide if the feature is worth the cost.

Public Works Director Stephany provided information on Ordinance No. 1-18-695 Establishing Parking Limits on Roselawn Avenue. Felly's Flowers requested this due to Kwik Trip's construction. Delivery trucks are having difficulty backing in because of the new curb. There used to be one wide driveway but now there is one small back entry to the store. New signage would indicate there is no parking allowed between driveways.

Public Works Director Stephany provided information on Ordinance No. 2-18-696 Amending Chapter 381-6 of the Code of Ordinances Regarding Brush Collection. The current contractor won't provide this anymore; he loses money because he could be working on ash tree removal. There have been instances where a resident hired a contractor to take down an entire tree, then left it for the City to pick up. Other residents witnessed the contractor but the resident claims they did the work themselves. Debate ensues but the City is always compelled to give in.

To remedy this the Public Works Committee wants to clarify what the brush collection program is for, set size limits, and state that brush has to be stacked in an orderly manner. Residents will have other options for larger stacks. Most municipalities have staff to do these pick-ups and have a drop-off site. No one has a contractor do this work and no other contractors provide it. Brush pile sizes were researched with other municipalities. Alder Speight reported the Committee debated this versus special collection with perhaps a tag purchase; they wanted to provide the service but wanted to set limits. Public Works Director Stephany reported he considered a sign-up list but City Hall staff didn't want that burden.

Public Works Director Stephany provided information on Resolution 18-2-2241 Approving a Proposal from Barnes, Inc. for Brush Collection Services. One of the two companies that was asked for this service didn't put forth a proposal. A 3-year contract was submitted that included storm damage and Christmas tree pick-ups for a very reasonable price of \$55,000.

Public Works Director Stephany provided information on Resolution 18-2-2242 Amending the 2018 Operating Budget to Fund the 2018 Curbside Brush Collection Program. \$17,620 additional funding is needed to complete the 2018 program. The price is based upon two staff members working on storm damage at \$6,000, which may not be spent. The total funding requested is \$65,000. Alder Wood stated that because only one company offers this service it is involuntary single sourcing. This work used to be done in-house, but was discontinued due to worker's compensation costs and the need for additional staff. It may become too cost prohibitive to continue to provide this service to residents. The dog park was suggested as a possible drop-off site but he is not in favor of that so soon after the park opened. He would rather not charge residents special fees; many have very large yards.

A motion by Alder Kitslaar, seconded by Alder Speight to suspend the rules and take action on Resolution 18-2-2240 Establishing an Ad Hoc Pedestrian and Bicycle Committee, was carried.

A motion by Alder Wood, seconded by Alder Speight to amend Resolution 18-2-2240 Establishing an Ad Hoc Pedestrian and Bicycle Committee in the second paragraph, adding the underlined words: "Whereas, safety and accessibility is a concern...", was carried.

Mayor O'Connor reported the Committee will focus on planning for safe corridors on the south and north ends of Winnequah Road. Alder Holmquist stated some areas are repeatedly discussed and questioned whether they would be considered first or whether the whole plan would be completed before any implementation. Alder Wood responded there are two parts to the project. First will be looking at specific areas of Winnequah Road and making short-term inexpensive fixes. The Committee's work will

take 14 to 16 months with some work in the next budget. The second part will be Winnequah Road by Schluter Beach Park and the Bait Shop. Finally, there will be an overall plan for pedestrians and bicycles. Two public information meetings and a joint meeting with the Public Works and Public Safety Committees are planned before a final plan is implemented. Alder Kitslaar stated the goal is to get something done before year's end including tests of ideas on specific areas. City Administrator Little reported Tom Lynch from Strand Associates has reviewed UniverCity plans and they will be part of this effort.

A motion by Alder Speight, seconded by Alder Kitslaar to approve Resolution 18-2-2240 Establishing an Ad Hoc Pedestrian and Bicycle Committee as amended, was approved.

REPORTS

Alder Kitslaar, along with Alder Wood, congratulated the Friends of the Library and Library staff for the successful "Loud in the Library" event January 27. City Administrator Little agreed it was a great time. Alder Kitslaar and Alder Speight thank Public Works Director Stephany and his staff for the hard work they have done snowplowing.

City Clerk Andrusz reported in-person Absentee voting began today in City Hall and continues through February 16 for the February 20 Spring Primary.

City Administrator Little congratulates City Clerk Andrusz on completing 10 years as City Clerk.

Mayor O'Connor reported Alders have received the committee appointment process memo and are urged to contact staff to confer on appointments.

APPOINTMENTS

A motion by Alder Wood, seconded by Alder Holmquist to approve the following Appointments, was carried:

1. Jeff Simmons to the Police and Fire Commission, effective immediately–May 2022.
2. To the Ad Hoc Pedestrian and Bicycle Committee (effective immediately):
 - a. Alder Doug Wood, Chair
 - b. Alder Chad Speight
 - c. Julie Byrnes
 - d. Leslie Busse
 - e. Angela Fassel
 - f. Mary Possin
 - g. Larry Reed

ADJOURNMENT

A motion by Alder Kitslaar, seconded by Alder Wood to adjourn, was carried. (9:08 p.m.)

Joan Andrusz
City Clerk