

MONONA CITY COUNCIL MINUTES
March 16, 2020

The regular meeting of the Monona City Council was called to order by Mayor O'Connor at 7:18 p.m.

Present: Mayor Mary K. O'Connor, Alderpersons Kathy Thomas, Molly Grupe via Zoom, Nancy Moore, Andrew Kitslaar via Zoom, Doug Wood, and Jennifer Kuhr

Also Present: City Administrator Bryan Gadow, City Attorney William Cole, and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

A motion by Alder Thomas, seconded by Alder Kuhr to approve the Minutes of the March 2, 2020 City Council meeting, was carried.

APPEARANCES

Mayor O'Connor read A Proclamation Recognizing April 24, 2020 as Arbor Day in the City of Monona.

Mayor O'Connor read A Proclamation Recognizing May 9, 2020 as International Migratory Bird Day in the City of Monona.

Mayor O'Connor postponed A Proclamation Recognizing Fire Chief Scott Sullivan for Service to the City of Monona.

PUBLIC HEARING

There was no Public Hearing.

CONSENT AGENDA

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

1. Approval of Applications for 2019/2020 Operator Licenses:
 - a. Michelle C. Butcher, Ken's Meats & Deli
 - b. Jake R. Dorow, O'Connell's Liquor
2. Approval of Application for 2019/2021 Operator License:
 - a. Kisha Y. Shaw, Buffalo Wild Wings
 - b. Deven R. Dabbs, Wal-Mart
 - c. Lyle L. Geil, Wal-Mart

UNFINISHED BUSINESS

City Administrator Gadow reported there were no changes to the following Resolution and it was approved by the Public Safety Committee.

A motion by Alder Thomas, seconded by Alder Kitslaar to approve Resolution 20-3-2395 Purchase Approval of Radio System Upgrade. On a roll call vote, all members voted in favor of the motion.

City Administrator Gadow reported the inspection hours for the McKenna Road project were adjusted up to 100 hours by the Public Works Committee. Alder Kuhr reported there will be 100% coverage for anything underground. Because of the divergent bids, Strand Associates wanted more inspection hours for fear of corners being cut.

A motion by Alder Kitslaar, seconded by Alder Wood to approve Resolution 20-3-2396 Award of Bid for the McKenna Road Improvement Project. On a roll call vote, all members voted in favor of the motion.

NEW BUSINESS

The following Agenda items were postponed due to the Parks & Recreation Director's absence because of the COVID19 Coronavirus situation which may affect programming:

- Resolution 20-3-2397 Allowing Beer Sales by Parks & Recreation Staff During Special Events
- Resolution 20-3-2398 Approving a Facility Use Agreement with Monona Farmers' Market
- Resolution 20-3-2399 Approving Community Center Hours of Operation
- Ordinance 3-20-730 Pertaining to Park Facility Rules
- Resolution 20-3-2400 Approving a Facility Use Agreement with Monona Swim & Dive Club

City Administrator Gadow began Discussion and Consideration of Staffing and City Operations Contingency Plans for COVID-19 and distributed and reviewed a Resolution Declaring a State of Emergency, which includes requesting FEMA funds. This was amended to 3 weeks from 2 weeks per Finance & Personnel Committee review. Schools have been closed by executive order. The Council and City staff's role is to provide factual information for residents. There is a separate webpage on the City's website to update links and activities. Social media, public service announcements, and website emergency alerts are being utilized as well.

City facility closures include the Community Center, Recreation Department activities and After School program, the Senior Center, the Library as of 5:00 p.m. on Sunday, and the Public Works garage is closed to the public. City Hall remains open but everyone is encouraged to limit in-person visits and to do business other ways than walking in the building. Committee Chairs are urged to cancel any non-essential meetings. Cleaning materials are being stocked. The Building Inspectors won't enter structures; exterior review is allowed. The Spring Election will occur, with in-person voting at the front counter, but voters are urged to vote by mail. The Clerk is working on getting ballot envelopes.

A big concern is staffing; employees are asking about pay. He is sensitive to their concerns and it is important to accommodate staff. First, there will be standard pay for the next 3 weeks. Second, if an employee tests positive they will be paid for a 2-week confinement. Third, if an employee is not sick, but needs to provide child care, they will not need to use their paid time off for 3 weeks; telework will be done where feasible. Staff can work on projects that don't require public contact and social distancing will be done within staff. He will come back with an update on April 6.

Alder Moore thanks staff for this plan and she emphasizes that residents should sign up for the emergency alert system on the MyMonona.com website to keep up to date and informed. Alder Wood also thanks staff. City Clerk Andrusz reported voters have until April 2 to request absentee ballots to be mailed. Voter ID is required and ballots won't be counted if they are not received by 8:00 p.m. on Election Day.

A motion by Alder Moore, seconded by Alder Kuhr to approve the City Operations Contingency Plans for COVID-19, was carried.

A motion by Alder Moore, seconded by Alder Kitslaar to suspend the rules and take action on Resolution 20-3-2401 Declaring a State of Emergency, was carried.

A motion by Alder Kitslaar, seconded by Alder Grupe to approve Resolution 20-3-2401 Declaring a State of Emergency, was carried.

A motion by Alder Thomas, seconded by Alder Grupe to Convene in Closed Session under Wisconsin Statute Section 19.85(1)(e), Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (San Damiano and City Public Safety Facility Siting). On a roll call vote, all members voted in favor of the motion.

Upon reconvening in Open Session:

A motion by Alder Thomas, seconded by Alder Kuhr to suspend the rules and take action on decisions made in Closed Session, was carried.

Alder Moore is familiar with the group and is a business partner with the individual involved in the following action so recuses herself from the vote.

A motion by Alder Wood, seconded by Alder Grupe to approve the Capital Campaign Feasibility Study to purchase and protect the San Damiano property as a public asset not to exceed \$14,300 plus travel expenses. On a roll call vote, all members voted in favor of the motion.

REPORTS

Members reported meeting cancellations due to the COVID19 Coronavirus.

Alder Kuhr thanks City staff for their efforts in this unprecedented situation.

Alder Grupe also thanks staff and reported the candidate forum is now online this Sunday.

Alder Moore reviewed the Sustainability Committee's plans for the 50th Anniversary of Earth Day on April 22, including e-cycling and recycling. There is coordination with City departments. Activities are socially distant. Updates are available on the City's website and the Sustainable Monona Facebook page.

City Attorney Cole reported all trials will be rescheduled into May; contact the Court Clerk for updates.

City Clerk Andrusz reported the deadline for voter registration is April 3. Extra hours for in-person absentee voting are until 7:00 p.m. on Wednesdays, March 25 and April 1, and Saturday, March 28 from 8:00 a.m. until noon.

Mayor O'Connor thanks staff for their work in this ever-changing situation. She thanks Alders Kitslaar and Wood for serving as Acting Mayor in her absence. She asks members to get committee re-appointments to her or Director of Administrative Services Leah Kimmell so they can be included on the Organizational Meeting agenda. This Sunday the School Board Candidate Forum is from 1:00 to 3:00 p.m. and the City Council Candidate Forum is from 3:30 to 5:00 p.m. and will be broadcast on the City YouTube and cable channel, and will be recorded. There were 700 visits yesterday to the City's separate webpage for Coronavirus information. She reminds everyone to sign up for notifications on the website.

APPOINTMENTS

There were no Appointments.

ADJOURNMENT

A motion by Alder Wood, seconded by Alder Kuhr, to adjourn was carried. (8:43 p.m.)

Joan Andrusz
City Clerk