

FINANCE AND PERSONNEL COMMITTEE MINUTES  
May 4, 2020

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 6:23 p.m.

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

Also Present: City Administrator Bryan Gadow, Finance Director Marc Houtakker, Police Chief Walter Ostrenga, Parks & Recreation Director Jake Anderson, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

Mayor O'Connor noted a correction to \$202,000 in number 3 of the list of budget impacts in the last paragraph of Page 1.

A motion by Alder Wood, seconded by Alder Thomas to approve the Minutes of the April 20, 2020 Finance & Personnel Committee meeting as amended, was carried.

APPEARANCES AND UNFINISHED BUSINESS

There were no Appearances or Unfinished Business.

NEW BUSINESS

Finance Director Houtakker reported the following action will allow Financial Consultant Jeff Belongia to begin negotiations with bond holders for the water/sewer portion of 2020 Capital Budget. The PSC still hasn't responded to the request for new meters so that borrowing will occur later if approved. The water/sewer portion of the McKenna Road project came in lower; that and savings on previous work reduced the borrowing. The other portion is refinancing a BAN.

A motion by Alder Wood, seconded by Alder Thomas to approve Resolution 20-5-2405 Providing for the Sale of \$2,900,000 Water System and Sewer System Revenue Bonds, Series 2020B, was carried.

Police Chief Ostrenga reported the following action is a \$5,000 speed grant that does not include mandatory ticket writing so social distancing can be maintained. It will provide visibility and warnings with tickets only for high speed infractions. He will ask for the funds but not take them if they are not used. The 25% match will be made up with overtime and fringe benefits.

A motion by Alder Thomas, seconded by Alder Wood to approve Resolution 20-5-2404 Approval of Participation in a Wisconsin Bureau of Transportation Safety Grant – 2020 Speed Grant Task Force, was carried.

Recreation Director Anderson reported the Parks & Recreation Board reviewed and revised the Farmers' Market contract to make it a 5-year Agreement. Potential restriction language was added. The Market still plans to open on May 31.

A motion by Alder Wood, seconded by Alder Thomas to approve Resolution 20-3-2398 Approving Facility Use Agreement with Monona Farmers' Market, was carried.

City Administrator Gadow began Discussion and Update on Staffing, Budgetary and City Operations Contingency Plans for COVID-19. This is the last extension of the Plan to June 2 and then it will be re-evaluated. Staff, like Public Works, is starting to be brought back; City Hall staff is in and out working between office and home. Alder Wood stated there are reports now on higher case numbers and deaths, with increases projected to August 4. These figures are not from increased testing but there are more tests. Alder Thomas stated she has no faith in reports; a person has to be very ill before they get a test.

Police Chief Ostrenga reported that on May 15 all officers will be back on their shifts. City Administrator Gadow reported that when the budget cycle starts he is asking staff to work within parameters to deal with the effects of budget shortfalls. Alder Thomas stated the Ladies Improvement Society has funds for Gazebo work. Finance Director Houtakker reported no water shutoffs, penalties, or interest are allowed. Late accounts would usually go onto the property tax roll, with a 10% penalty, if not paid. There is usually 2% to 3%; there is now 10%. Dane County collects the second portion of property taxes by July 31 but this has been extended to October 1. The County gets any interest and penalties. There will be a Resolution at the next meeting to allow this. Late water and sewer accounts are not accruing interest; that will come back when the PSC allows.

City Administrator Gadow reported the following action was approved by the CDA for basement waterproofing and sump pump installation along with the required electrical work.

A motion by Alder Thomas, seconded by Alder Wood to provide Approval of Funds for Renew Monona Home Loan for Taymoor Sardar, 615 W. Dean Avenue. On a roll call vote, all members voted in favor of the motion.

Finance Director Houtakker reviewed recent Accounts Payables and answered member's questions.

A motion by Alder Wood, seconded by Alder Thomas to Accept General Fund Accounts Payable Checks Dated April 17, 2020 through April 30, 2020, was carried.

A motion by Alder Thomas, seconded by Alder Wood to adjourn, was carried. (6:52 p.m.)

Joan Andrusz  
City Clerk