

FINANCE AND PERSONNEL COMMITTEE MINUTES  
May 21, 2018

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor O'Connor at 6:41 p.m.

Present: Mayor Mary K. O'Connor, Alderpersons Andrew Kitslaar and Doug Wood

Also Present: City Administrator April Little, Finance Director Marc Houtakker, Operations Lieutenant Curt Wiegel, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Wood, seconded by Alder Kitslaar to approve the Minutes of the May 7, 2018 Finance & Personnel Committee meeting, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Operations Lieutenant Wiegel reported the following SPEED grant is for each of the seven individual jurisdictions in the Task Force on the same date. Monona will receive \$5,000 with a 25% "soft" match that will be paid in hours, mileage, and fringe benefits. Monona officers will work only in Monona. Nine 4-hour shifts will be covered in each month from June 1 through August 31. Finance Director Houtakker reported the Public Safety Aids revenue budget includes grant funds.

A motion by Alder Wood, seconded by Alder Kitslaar to approve Resolution 18-5-2265 Approval of Participation in a Wisconsin Bureau of Transportation Safety Grant Titled: 2018 SPEED Task Force Grant, was carried.

Finance Director Houtakker reviewed the Financial Report which covered the four months ending April 30, 2018 and answered member's questions. Building permit revenue is already over budget due to the Riverfront Development; he will compare that with invoices from the new building inspection company. A few City vehicles have been sold so far this year. The Fire Department Paid on Premise program has doubled from this time last year.

Building maintenance issues will affect expenses as it is already over budget. City Administrator Little reported the Fire Department shower leaked through the floor, requiring extensive repair, and a sink was replaced to become ADA compliant; a small job was bigger than anticipated. Finance Director Houtakker reported Cable Franchise Fees are behind so he will keep track of that account. Other expenses are on target so the budget should be fine at year-end. Information on MG&E expenses with the solar panels was included in the report. Transit Express use has increased; Lift use has decreased. Transportation information will remain part of future reports. Alder Wood was appreciative of this and questioned whether large maintenance problems could be anticipated or avoided. Finance Director Houtakker

Finance and Personnel

5/21/2018

Page 2

responded the Fire Department shower issue was a surprise but the plan is to replace items when broken rather than repair them.

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

A motion by Alder Wood, seconded by Alder Kitslaar to accept General Fund Accounts Payable Checks Dated May 4 through May 17, 2018, was carried.

A motion by Alder Kitslaar, seconded by Alder Wood to adjourn, was carried. (6:58 p.m.)

Joan Andrusz  
City Clerk