

FINANCE AND PERSONNEL COMMITTEE MINUTES
June 21, 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, Police Chief Brian Chaney Austin, 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 June 7, 2021 Finance & Personnel Committee meeting, was carried.

APPEARANCES and UNFINISHED BUSINESS

There were no Appearances or Unfinished Business.

NEW BUSINESS

Police Chief Chaney Austin reported a lot of language in the following MOU was brought forth from that currently used by the Association. City Attorney Cole reviewed the document and made changes, followed by review by City Administrator Gadow and Finance Director Houtakker. New hires who don't have certification go to the 720-hour class at Madison College. They are paid 75% of a fully-certified Officer's salary. He would have them start the class on their first day, but there is language in the MOU if they don't. Finance Director Houtakker reported the cost of tuition and books is offset by the 25% salary reduction.

Alder Thomas questioned the outcome if an Officer quits halfway through training. Police Chief Chaney Austin responded he is working on a pre-employment agreement that addresses reimbursement to the City for the approximately \$6,000 cost. Requiring them to stay with a Department for 3 or 4 years is common. He has extended the probation period to 3 years. The MOU is a contractual agreement with the Association and the City; the pre-employment agreement is individual to the employee and the City and doesn't affect the MOU.

Alder Wood stated it is new practice to hire Officers who are not fully certified and asked if there are benefits to doing that. Police Chief Chaney Austin responded it opens up the candidate pool. The current group is very diverse with women and People of Color. Alder Thomas stated it draws candidates of lesser financial means. City Administrator Gadow reported that while not all municipalities provide this it is a growing trend as the candidate pool has become smaller. Police Chief Chaney Austin reported over half of the candidates have the Academy training and they are white men. Two days of interviews are currently underway.

A motion by Alder Thomas, seconded by Alder Wood to approve the Memorandum of Understanding Between the City of Monona and the Wisconsin Professional Police Association Regarding Noncertified New Hires and Those Attending the Police Recruit Academy, was carried.

Finance Director Houtakker provided information on the Financial Report through May, 2021, explaining overages and shortages throughout, and answered member's questions. Highway Fire Call revenue is just starting to be collected. The School Resource Officer was in place through March and is now on patrol duty. Legal costs are below budget. Election costs are complete for the year and are down compared to last year; that budget is kept level to cover this predictable fluctuation. Parks equipment and facilities maintenance accounts are over budget. Grand Crossing Park is breaking even so far; the Community Center is on target. Revenues are covering expenditures throughout all Community Recreation funds. The Tourism fund has \$36,000 and is trending low but will increase with football coming back in the fall.

Alder Wood questioned the Paid on Premises fund. Fire Chief McMullen responded the Department is getting more volunteers and more calls, so use of this fund will increase. He is keeping tabs on the budget and found that Officer in Charge hours weren't accounted for; he will correct that in next year's budget. One full-time firefighter is on military leave. Finance Director Houtakker reported that salary will be offset by Paid on Premises staffing. Ambulance fund revenue is down but should catch up. Fire Chief McMullen stated he accounted for that.

A motion by Alder Thomas, seconded by Alder Wood to accept the Financial Report, was carried.

Finance Director Houtakker reviewed recent Accounts Payables and answered member's questions. Water bills will be mailed monthly starting in July. The City has to paid the first \$37,500 of any insurance claims.

A motion by Alder Wood, seconded by Alder Thomas to Accept General Fund Accounts Payable Checks Dated June 4 through June 17, 2021, was carried.

A motion by Alder Thomas, seconded by Alder Wood to adjourn, was carried. (6:49 p.m.)

Joan Andrusz
City Clerk