

MONONA CITY COUNCIL COMMITTEE OF THE WHOLE
REVIEW OF 2019 OPERATING BUDGET
October 23, 2019

The meeting of the Monona City Council Committee of the Whole was called to order by Mayor O'Connor at 5:34 p.m.

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

Also Present: City Administrator Bryan Gadow, Finance Director Marc Houtakker, Fire Chief Scott Sullivan, City Planner Doug Plowman, Police Chief Walter Ostrenga, Operations Lieutenant Curt Wiegel, Detective Lieutenant Sara Deuman, Director of Administrative Services Leah Kimmell, Library Director Ryan Claringbole, Public Works Director Dan Stephany, and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

COUNCIL REVIEW OF 2020 OPERATING BUDGET

Fire Chief Sullivan reviewed Fire accounts. Increases for Assistant Chiefs are allocated between Fire and EMS. Firefighter Equipment was increased because thermal imaging cameras were moved from the Capital Budget by Mayor O'Connor. Decreases were in Overtime, Professional Development, Uniform Allowance, Supplies, and Education. In EMS, Ambulance Transport fees are increased. The increase in LTE wages will be paid out of this fee; this staff covers career staff absences, which is allowed by the union contract. Overtime is decreased and Dues and Subscriptions are increased.

City Planner Plowman reported the only change he has is the part-time Intern wages were moved to the Administrator's budget. Landmarks supplies include printing for notices and flyers. Finance Director Houtakker reported 10% of the Planner's salary is allocated to TIF.

Police Chief Ostrenga reviewed the Department's long-term goals and cost savings achieved through partnerships with area Departments. Two hybrid squad cars help with increasing fuel prices. The marijuana Ordinance may need work. The current version hinders traffic stops and doesn't address the effect of smoke in and outside of apartment buildings where children may be present. A new Officer starts on November 1, but he will need months of training. A long-term Officer will be retiring. The retail theft threshold was raised from \$25 to \$50 but call volume hasn't decreased. Offenses under the threshold are documented using online reporting. They aren't pursued unless violence, intoxication, or other issues are involved. He uses social media and does monthly reports on WVMO. Restorative justice for 17 to 25 year olds gives perpetrators an option to try to turn their lives around.

Accounts were reviewed. Overtime is hard to predict. Mental health emergency detentions take Department staff time to transport. Operations Lieutenant Wiegel reported the Winnebago Mental Health Institute in Oshkosh is the only place in the state that takes these types of detentions. Police Chief Ostrenga reported Mendota Mental Health Institute is only for juveniles. Detective Lieutenant Deuman arrived. Police Chief Ostrenga stated he is concerned about the reduction in the Fitness Incentive Program, reviewing staff injuries and light duty needs. The requirements of the fitness testing done on new hires are an option for current staff to do twice a year to qualify for the incentive. The fund is split between the successful participants. Other funds were reviewed. Police Equipment came out of the Capital Budget and into the Operating Budget. Alder Thomas questioned this and other shifts, concerned about moving items back and forth. Finance Director Houtakker and City Administrator Gadow

responded common practice is for items costing over \$5,000 with a lifespan of at least 5 years to go into the Capital Budget. They will work on a budgeting practices document to clarify this.

In Emergency Communications Police Chief Ostrenga reported there are fee savings from having Dane County take the 911 calls. In the past Officers have filled in at Dispatch. He is glad to have 5 Dispatchers, however one just turned in a resignation. Finance Director Houtakker reported the Part-time account was cut because of having 5 full-time staff.

Director of Administrative Services Kimmell reported the IT Support increase for this year will be spent and won't change for next year. The half-day per week gained is very helpful. The Police and Riverfront projects took a lot of IT time.

A motion by Alder Grupe, seconded by Alder Wood to Convene in Closed Session under Wisconsin Statute section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Performance Evaluations and Salary Adjustments). On a roll call vote, all members voted in favor of the motion.

Upon reconvening in Open Session:

Library Director Claringbole has included a \$0.50 increase for Shelves. A report of comparibles was distributed and discussed. City Administrator Gadow excused himself from the rest of the meeting. Library Director Claringbole reviewed Library accounts. The HVAC project, which is half-complete, has helped reduce building maintenance costs. Finance Director Houtakker reported room rental revenue has increased and MG&E costs have decreased now that the solar panels are repaired. Library Director Claringbole reported the cleaning service costs are set using an ala carte system. They needed to increase services, but costs are still lower by several hundred dollars per month. Dane County Library Aid is reducing over the years. Circulation is up so the payment will level off, but may still decrease.

Public Works Director Stephany provided a report that highlighted changes of \$1,000 up or down in his department. In General Buildings and Grounds it was noted that the Telephone and Outside Services accounts include all of City Hall. Finance Director Houtakker stated Mayor O'Connor's cleaning allocation decrease is based on the contracts. There is more there in case of major Police Department work. Public Works Director Stephany reported the brush collection contractor, Barnes, does the rock wall maintenance and will now do on-going spring rain garden and planting bed maintenance; staff has no time.

In Highway Street Administration, Professional Development was increased \$1,000 for the Operations Supervisor for an engineering class. In Shop, Machinery, and Buildings the increase includes replacement of a 1986 water fountain and door knobs to ADA-compliant handles. Finance Director Houtakker reported MG&E costs have increased. In Public Works Administration – Engineering Alder Wood supported a \$600 increase in the MPO contribution.

In Street Maintenance & Construction, Street Sweeping Disposal is now required to be broken out between this account and the Storm Water Utility. In Fuels & Additives Alder Moore began a discussion of bio fuels, which the City of Madison uses. Public Works Director Stephany stated he is not sure where it can be purchased. Mayor O'Connor reported Recreation Director Jake Anderson couldn't find it; Madison may have its own supply. Alder Moore stated she will look into it with the fleet manager in Madison if that is desired. It is less expensive, has no impact on engines, and stays within a vehicle's warranty; 5% is used in the winter and 20% in summer.

Finance Director Houtakker stated in Road Related Facilities, Mayor O'Connor's reduction in Traffic Control Maintenance is based on the account's history. Many times cost are reimbursed on the revenue side if damage is caused by an accident. Public Works Director Stephany reported use of this account is based upon maintenance and accident damage; there were three poles damaged this year. In Forestry, he is very satisfied with contractor Johnson Tree Care's services; they are in contact with residents as well. Finance Director Houtakker reported 10 years ago this work was done in-house and resulted in Workers Compensation issues.

Public Works Director Stephany reported all Solid Waste Disposal increases are contractual costs. Recycling rebate revenue has dropped dramatically due to the international commodity market. Recyclables are still processed but have very little value. The City is still spending less than in 2011. Future plans were discussed. Alder Moore questioned the reduced use of the water wagon, she assumes because of maintenance. Public Works Director Stephany responded it is in the Water Utility budget, not Sustainability. It was used 3 times at events this year; no request was turned down. There is funding budgeted for 6 events next year. In Storm Water Utility, Mayor O'Connor reported there has been positive response to Dane County's Lake Weed Collection Program. Public Works Director Stephany reported Street Sweeping Disposal funding is split with Street Maintenance as noted previously.

In Water Utility, PFAS sampling will be done on the wells. This is not required by the DNR but they would welcome the data. Staff is not trained or certified to complete the DNR-required cross connection control surveys of commercial and industrial properties. Cost of this contracted work will reduce after 2 years. Meter Annual Software Fees is for the new Beacon smart meter program. Property owners can check their data by a cellphone app; this will be an ongoing cost, part of which is resident communication. The fee breakdown was reviewed. Measurement will be converted to gallons and billing will be monthly. The cost reduction in gas use from not having to drive around to read meters won't be known until after next year. Telemetry Outside Services includes well antennas and program repairs. Work in Material & Repair is broken out over two years instead of rushing to get it done in one. The Risk & Resiliency Assessment is only study, no implementation; upgrades may be needed. In the Emergency Response Plan, alerts are sent to staff on-call and the Police Department. There are locks on the wells and water tower; security cameras may be added. In Sewer he was concerned about the MMDS Disposal Service cost, but learned the City's I and I issues are no greater than other municipality's and all are increasing.

Finance Director Houtakker requests members get amendments to him by next Thursday morning, October 31, if they want them on the November 4 Council Agenda for first read.

ADJOURNMENT

A motion by Alder Wood, seconded by Alder Kitslaar to close the Committee of the Whole, was carried. (8:02 p.m.)

Joan Andrusz
City Clerk