

FINANCE AND PERSONNEL COMMITTEE MINUTES
November 4, 2019

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor O'Connor at 6:30 p.m.

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

Also Present: City Administrator Bryan Gadow, Finance Director Marc Houtakker, Public Works Director Dan Stephany, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Kitslaar, seconded by Alder Wood to approve the Minutes of the October 21, 2019 Finance & Personnel Committee meeting, was carried.

APPEARANCES & UNFINISHED BUSINESS

There were no Appearances or Unfinished Business.

NEW BUSINESS

Alder Kitslaar reviewed his amendment to the Operating Budget. He proposes shortening the 4-year plan of salary increases for a Public Works crew member, as discussed in Closed Session, to a 3-year plan. It's unknown what could occur in 4 years and this is a valuable employee. This is in addition to the budgeted increase. His second amendment funds this increase by reducing the light pole repair fund. This was approved by Public Works Director Stephany based on history. Public Works Director Stephany reported this should be paid out of the Traffic Signals account. The full account is not needed each year; it is paid out to the City of Madison. Mayor O'Connor reported the third amendment increases the Media Coordinator salary; the amount the School District pays out for Board meetings had not been included.

A motion by Alder Kitslaar, seconded by Alder Wood to forward Resolution 19-11-2380 Adopting the 2020 Operating Budget and Establishing a Tax Levy to the City Council without recommendation, was carried.

City Administrator Gadow reported the following Resolution is required every year and has no changes.

A motion by Alder Wood, seconded by Alder Kitslaar to approve Resolution 19-11-2379 Requesting Exemption From County Library Tax, was carried.

Public Works Director Stephany reported the following is a preliminary action to declare the City's intention to use police powers for street work. He described the work to be done and the assessment district. This Resolution was reviewed and approved by the City Attorney, and is contingent upon Public Works Committee approval. The maximum assessed will be 60% of the City's cost with 8 years allowed for pay back. He will have a report at City Hall for inspection. Alder Wood stated it should be made clear that the assessment is for street reconstruction only.

A motion by Alder Wood, seconded by Alder Kitslaar to approve Resolution 19-11-2378 A Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers Under Section 66.0703, Wisconsin Statutes for Street Improvements to McKenna Road, was carried.

City Administrator Gadow reported grant funding was anticipated for the Firefighter SCBA bottles, but not received; the funds were all distributed. There is a need to purchase these as they are out of date.

A motion by Alder Kitslaar, seconded by Alder Wood to approve Resolution 19-11-2381 Purchase Approval for the Replacement of Self-Contained Breathing Apparatus (SCBA) Bottles, was carried.

City Administrator Gadow reported the following Resolution is to pay for the previous action through two amendments; funds taken from HVAC Repairs and an increase in Capital Budget borrowing.

A motion by Alder Kitslaar, seconded by Alder Wood to approve Resolution 19-11-2382 Amending the 2019 and 2020 Capital Budgets for the Purchase of Self-Contained-Breathing Apparatus (SCBA) Bottles, was carried.

Finance Director Houtakker reviewed recent Accounts Payables and answered member's questions. The City is paying GEC – General Engineering Company hourly for building inspection services and he may research using a different structure. The Gary Clark Memorial Deck may be installed yet this year.

A motion by Alder Wood, seconded by Alder Kitslaar to Accept General Fund Accounts Payable Checks Dated October 18 through 31, 2019, was carried.

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

Joan Andrusz
City Clerk