

MONONA CITY COUNCIL MINUTES
December 3, 2012

The regular meeting of the Monona City Council was called to order by Mayor Miller at 7:32 p.m.

Present: Mayor Robert Miller, Alderpersons Jim Busse, Doug Wood, Chad Speight, Mary O'Connor, Brian Holmquist, and Kathryn Thomas

Also Present: City Administrator Patrick Marsh, Project Coordinator Janine Glaeser, Finance Director Marc Houtakker, Police Chief Walter Ostrenga, Executive Secretary Leah Kimmell, and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

A motion by Alder O'Connor, seconded by Alder Holmquist to approve the City Council minutes of November 19, 2012, was carried.

APPEARANCES

James Bisbee and Belle Heberling, President, Monona Festival Committee, appeared to Present a Donation in the Amount of \$10,000 to the City of Monona Public Works Department. Public Works Supervisor Marc Modaff and Public Works Director Dan Stephany gratefully accepted this donation and outlined the safety equipment that has been and will be purchased with this generous gift.

The following individuals who work at 851 Femrite Drive registered against the changes in overtime in the revised Personnel Policy manual:

- Daniel Edgington (also included comments on seniority and longevity)
- Jeffrey Johnson
- Andrew Perry
- Matt Kunz
- Bob Jacobs
- Steve Grinde
- Jim Gunderson

The following individuals who work at 5211 Schluter Road registered in favor of the Finance & Personnel Committee's amendments to overtime in the revised Personnel Policy manual:

- Sara Deuman
- Michael Elliott
- Melissa Randall
- Gail Elliott
- Brian Voltz
- Jared Wedig
- Ryan Losby

- Jennifer Beier
- Marcie Kuehl

Police Chief Walter Ostrenga appeared before the Council and spoke in favor of the Finance & Personnel Committee's amendments to overtime in the revised Personnel Policy manual.

PUBLIC HEARING

Mayor Miller called the Public Hearing To Receive Public Input Regarding the 2013 Proposed Operating Budget open. Seeing no one present to comment, Mayor Miller called the Public Hearing closed.

CONSENT AGENDA

There was no Consent Agenda.

UNFINISHED BUSINESS

Alder Busse reported Project Coordinator Glaeser provided guidance to the Ad Hoc Facilities Committee to establish a clear mission and procedures to provide expertise and assistance to departments to obtain the best products available. Project Coordinator Glaeser reported projects would be reviewed by committees and would follow the "Facility Development Process".

A motion by Alder Busse, seconded by Alder Thomas to approve Ordinance 11-12-640 Reconstituting the Ad Hoc Facilities Committee to that of a Standing Committee, was carried.

Discussion began regarding Resolution 12-11-1893 Adopting the 2013 Operating Budget and Establishing a Tax Levy with the following amendments presented:

13-01: A motion by Alder Thomas, seconded by Alder Busse to amend the Operating Budget by \$44,442 to reflect corrected rates for Public Safety Wisconsin Retirement. On a roll call vote, all members voted in favor of the motion.

13-02: A motion by Alder Holmquist, seconded by Alder Speight to amend the Operating Budget by \$2,900 to increase Clerk office postage, was carried.

13-03: A motion by Alder Busse, seconded by Alder Speight to amend the Operating Budget by \$2,500 to decrease inspections/planning services, was carried.

13-04: A motion by Alder Thomas, seconded by Alder Holmquist to amend the Operating Budget by \$500 to decrease Dispatch longevity pay, was carried.

13-05: A motion by Alder Thomas, seconded by Alder Holmquist to amend the Operating Budget by \$1,000 to increase Dispatch leave wages, was carried.

13-06: A motion by Alder Thomas, seconded by Alder Holmquist to amend the Operating Budget by \$15,000 to reduce Dispatch service contracts. On a roll call vote, all members voted in favor of the motion.

13-07: A motion by Alder Speight, seconded by Alder Holmquist to amend the Operating Budget by \$1,250 to decrease lake weed spraying, was carried.

13-08: A motion by Alder Speight, seconded by Alder Holmquist to amend the Operating Budget by \$1,500 to increase funding for portable restrooms, was carried.

13-09: A motion by Alder Thomas, seconded by Alder Holmquist to amend the Operating Budget by \$21,800 to combine Tree Removals and Gypsy Moth Spraying into one account – Tree Removal & Maintenance. On a roll call vote, all members voted in favor of the motion.

13-10: A motion by Alder Thomas, seconded by Alder Holmquist to amend the Operating Budget by \$9,000 to add two new accounts – Special Event Revenue and Expenditures. On a roll call vote, all members voted in favor of the motion.

13-11: A motion by Alder Speight, seconded by Alder Busse to amend the Operating Budget by \$1,000 to increase park field rental and maintenance, was carried.

13-12: A motion by Alder Speight, seconded by Alder O'Connor to amend the Operating Budget by \$3,146 to increase Contracted Senior Service – Case Management, was carried.

13-13: A motion by Alder Speight, seconded by Alder Holmquist to amend the Operating Budget by \$321 to increase Senior Center RSVP, was carried.

13-14: A motion by Alder Busse, seconded by Alder Thomas to amend the Operating Budget by \$3,000 to increase cell tower rental revenue to the new contract amount, was carried.

13-15: A motion by Alder Thomas, seconded by Alder Busse to amend the Operating Budget by \$3,000 to reduce Street Department overtime and increase fuels, was carried.

13-16: A motion by Alder O'Connor, seconded by Alder Wood to amend the Operating Budget by \$5,000 to increase Transit advertising expense, was carried.

13-17: A motion by Alder Busse, seconded by Alder Speight to amend the Operating Budget by \$25,000 to use the debt service fund balance to offset the debt service property tax levy. On a roll call vote, all members voted in favor of the motion.

13-18: A motion by Alder O'Connor, seconded by Alder Speight to amend the Operating Budget by \$5,000 to add Sustainability Initiatives to the Executive Office Other account, was carried.

13-19: A motion by Alder Wood, seconded by Alder O'Connor to amend the Operating Budget by \$2,000 to increase Library expenditures for AV materials and Adult and Children's books, was carried.

Finance Director Houtakker reported the City's portion of the total tax levy is \$5,619,499, an increase of \$225,234, which results in a net increase of \$3.13 for an average home.

A motion by Alder Busse, seconded by Alder Speight to approve Resolution 12-11-1893 Adopting the 2013 Operating Budget and Establishing a Tax Levy as amended. On a roll call vote, all members voted in favor of the motion.

Mayor Miller reported the drought killed sod and trees in Phase I Monona Drive and repair funds may be needed. Sod at \$30,000 was too costly, so seed planting will be attempted. Finance Director Houtakker reported the County produces tax bills on a first come, first served basis so won't be available until late in the week. Payments may be made by mail, in person, or in the drop box outside City Hall or the drop slot inside City Hall. Mayor Miller and members thank staff and Council members for their work on the budgets.

NEW BUSINESS

A motion by Alder Thomas, seconded by Alder Wood to suspend the rules and take action on Resolution 12-12-1897 Approval of Participation in a Wisconsin Bureau of Transportation Safety Grant Titled 2013 Smart Grant, was carried.

Police Chief Ostrenga reported this is the third Department of Transportation grant and will begin on December 15. The City's cost share is \$2,500, which will be made up in wages and benefits, for \$10,000 to work with other jurisdictions from Cottage Grove to Middleton on improving traffic safety. Alder Holmquist noted a typographical error in the fiscal note, correcting the City's cost to \$2,500.

A motion by Alder Thomas, seconded by Alder Wood to approve Resolution 12-12-1897 Approval of Participation in a Wisconsin Bureau of Transportation Safety Grant Titled 2013 Smart Grant, was carried.

City Administrator Marsh and Executive Secretary Kimmell began discussion of Resolution 12-12-1896 Approval of Revisions to City Personnel Policy Manual, which will need to be finalized at the next meeting because contracts will be expiring December 31. Act 10 decreed employees can't bargain on anything except base wages, so all employees will now be directed by the Personnel Policy. Minor corrections and changes will be made. Amendments made by staff, CVMIC, and the Finance & Personnel Committee were reviewed, including:

Page 1: Language in Section A was amended as follows: "This policy manual applies to all employees, both represented and non-represented. For public safety employees covered by a collective bargaining agreement, this manual applies only to those topics not addressed by those agreements or by Police and Fire Commission (PFC) jurisdiction."

Page 7: Language in Section E 1 was amended as follows: "Full-Time Employment. Any position created to exist for an indefinite time period having a regular work schedule of no less than 2,080 hours per year (1,950 hours per year for dispatch employees). All position classifications wherever used throughout this manual are intended to apply to the status of the position and not to that of the employee."

Page 11: Overtime will be allowed for hours over a regularly scheduled eight hour work day for all full time employees.

Page 17: Discussion followed regarding the Disciplinary Policy. City Administrator Marsh is confident of the expertise provided by CVMIC staff in a simplified policy that they would be comfortable litigating if necessary. Managers have flexibility and there is a grievance procedure that goes up to court action. Alder Busse agrees and states a policy should be approved by those who have to use it most. Alders Wood and Thomas expressed concern that "steps" are referenced but not listed in the policy so employees won't know what to expect and review by the Finance & Personnel Committee has been omitted. Alder Holmquist agrees and states any changes should have CVMIC review. City Administrator Marsh will work with CVMIC on language changes.

Page 32: Executive Secretary Kimmell reported Section T: Holidays will be amended to address non-exempt employees who work on holidays, which would have the most impact on Dispatch. This would also affect those called in on a holiday, usually Public Works or Public Safety personnel. Current policies provide time and one half pay plus an additional compensatory day off. Alder Busse stated this is common in area municipalities and should be the City's policy to remain competitive.

MISCELLANEOUS BUSINESS

There was no Miscellaneous Business.

REPORTS

Police Chief Ostrenga reported he and three officers participated in the "Shop with a Cop" event with three children for a day of Christmas shopping, meals, and entertainment, which was organized by Officer Jim Reiter. Families are recommended by the schools and the program is funded with donations.

City Clerk Andrusz reported candidate packets are available for the Mayor and three Aldermanic positions for the Spring Election. Non-candidacy declarations are due December 21.

Mayor Miller reported "Breakfast with Santa" will be on December 15 at the Community Center. He was saddened by the tragic deaths on the same day of the owner/editor of the former Monona newspaper Don Hui Bretse and his wife, Laurel. Another sad announcement was the sudden death of McFarland Village President Mike Harried. Condolences were expressed for their families.

APPOINTMENTS

A motion by Alder Thomas, seconded by Alder Wood to approve the following Appointment, was carried:

1. Barbara Posekany to the Plan Commission, effective immediately–May 2014.

ADJOURNMENT

A motion by Alder Speight, seconded by Alder Wood, to adjourn, was carried. (8:53 p.m.)

Joan Andrusz
City Clerk