

FINANCE AND PERSONNEL COMMITTEE MINUTES

August 15, 2011

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Miller at 6:00 p.m.

Present: Mayor Robert Miller, Aldermen Jim Busse and Douglas Wood

Also Present: City Administrator Patrick Marsh, Finance Director Marc Houtakker, City Attorney William Cole, City Planner Paul Kachelmeier, Debra Offerdahl-Hull of the Ultimate Spa Salon, Public Works Director Dan Stephany, Gregg Borucki of BT Squared, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alderman Busse, seconded by Alderman Wood to approve the minutes of August 1, 2011, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

City Administrator Marsh reported he received a request to table Consideration of Grievance of Heather A. Stroess. Mayor Miller asked Alderman Wood to make sure all policies and procedures are adhered to and are reviewed by City Attorney Cole. City Attorney Cole stated this matter should only be tabled for good reason. Allegations have been made against City employees. Alderman Wood stated the complainant was working tonight and wanted to bring forth witnesses.

A motion by Alderman Wood, seconded by Alderman Busse to table Consideration of Grievance of Heather A. Stroess to a later meeting, was carried.

City Administrator Marsh distributed a Purchasing Policy with revisions from Alderman Wood. This was last revised 7 years ago. The change to the State statute limit of \$25,000 for products allows the City to move forward on larger dollar amounts for goods without seeking bids. There is no statutory limit for services. These figures are used by many municipalities, and the limits are required of all government agencies. Alderman Wood reported annual bids are too time consuming, and suggested 2 or 3 years. City Administrator Marsh stated longer time periods allow for better pricing. Mayor Miller requests 2 year reviews.

A motion by Alderman Wood, seconded by Alderman Busse to approve Revisions to City Purchasing Policy, amended to every two years for solicitation of competitive quotes and a correction to capitalization of City Administrator. On a roll call vote, all members voted in favor of the motion.

Ms. Offerdahl described plans for a façade awning at her business and reviewed improvements already made to the sidewalk and stucco repair from Monona Drive reconstruction damage. She will also be encouraging neighboring businesses to improve their properties. Members expressed appreciation for this effort. City Planner Kachelmeier reviewed the façade improvement grant program.

A motion by Alderman Wood, seconded by Alderman Busse to approve the Monona Drive Façade Improvement Program Grant Application for The Ultimate Spa and Salon, was carried.

Public Works Director Stephany reported on the bid opening August 3 for Belle Isle dredging. Companies were contacted, reviewed, and researched by BT Squared with only two bids received. The bid was amended and assessments were calculated. The Belle Isle group wants to delay the project to 2012 to pursue grants. City Administrator Marsh reported City Attorney Cole said declaring police power tonight would allow this and the cost split would remain 70%/30%.

Public Works Director Stephany reported partial dredging 5 feet down will only last 5 to 10 years. Full removal down to the hard bed is preferred. The 2010 estimate of \$250,000 for the project was based on incorrect data and much higher bids resulted when accurate testing and research was performed. \$669,691 is needed for the project.

Mr. Borucki reported re-bidding next year would occur earlier in the construction season and would likely achieve better pricing and more bids. The risk in waiting is the price is known now. There are no local dredging companies. DNR permits would still be valid but may need amendment if grants are pursued.

Finance Director Houtakker reported allocated funds were used for street projects and full costs for this project will be added into TIF 6 borrowing. Alderman Wood reported the dredged material was to be used in Oneida Park, but street project material was used. More may be needed.

Public Works Director Stephany said pier removal would make dredging easier but the company said they could work around them to save residents costs. City Administrator Marsh reported previous grant applications were denied.

Public Works Director Stephany reported a public information meeting is planned for August 24 if the City Council approves. Finance Committee members want public input and are aware residents were fully assessed for the street project curb and gutter. Dredging could start September 13 if residents want to move forward. City Administrator Marsh reported a Finance meeting would not be required if this occurred.

A motion by Alderman Busse, seconded by Alderman Wood to approve Resolution 11-08-1793 A Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers Under Section 66.0703, Wisconsin Statutes, in the City of Monona, Dane County, Wisconsin, for Dredging Work to Lagoon du Nord, Lagoon du Sud, and Sumac Lagoon, was carried.

Finance Director Houtakker reviewed various Accounts Payables expenditures and answered member's questions. Mayor Miller requests an account of the revenues and expenditures from the Mulligans for Monona fund raiser for the next meeting.

A motion by Alderman Wood, seconded by Alderman Busse to accept the General Fund Accounts Payable Checks Dated July 29 through August 11, 2011, was carried.

MISCELLANEOUS BUSINESS

Finance Director Houtakker reported the PSC draft for a water rate increase will be on the next agenda.

ADJOURNMENT

A motion by Alderman Wood, seconded Alderman Busse by to adjourn, was carried. (6:57 p.m.)

Joan Andrusz
City Clerk