

FINANCE AND PERSONNEL COMMITTEE MINUTES  
NOVEMBER 16, 2009

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Chairman Thomas at 6:34 p.m.

Present: Aldermen Douglas Wood and Kathryn Thomas

Mayor Robb Kahl arrived later in the meeting.

Also Present: City Administrator Patrick Marsh, Finance Director Marc Houtakker, Police Chief Walter Ostrenga, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alderman Wood, seconded by Alderman Thomas, to approve the minutes of November 2, 2009, was carried.

APPEARANCES

The following individual appeared before the Committee and spoke about the Building Inspector contract:

- Tom DeLacy of Independent Inspections

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

A motion by Alderman Wood, seconded by Alderman Thomas to remove from the table Consideration of Resolution 09-11-1662 Adopting the 2010 Operating Budget and Establishing a Tax Levy, was carried.

A motion by Alderman Wood, seconded by Alderman Thomas to send Consideration of Resolution 09-11-1662 Adopting the 2010 Operating Budget and Establishing a Tax Levy to the City Council for its consideration, was carried.

Discussion of the revised Fire Chief position. Alderman Wood stated it is premature to formalize combining this position with the Fire Marshall. Alderman Thomas stated the City Council should establish a policy so staff can proceed. City Administrator Marsh reported the consensus is a full time position is desired, and a job description and salary are in process. The current Fire Chief's last day is April 1, 2010, and the search process should begin now, with the new Fire Chief in place starting March 1, 2010. The Resolution under consideration doesn't state it's a full time position.

A motion by Alderman Wood, seconded by Alderman Thomas to approve Resolution 09-10-1661 Eliminating the Director of Fire Prevention/EMS Director and Transferring the Duties to the Fire Chief; and Developing a Full, Complete and Comprehensive Set of Standards, Operating Policies, Procedures, and Practices for the Department, amended as follows: Line 46 "...transferred to permanent paid Fire and EMS staff including but not limited to the Fire Chief." and delete Lines 48 through 64, was carried.

Police Chief Ostrenga reported on "New World", the Department's current records management system through the City of Madison. The new system under consideration would provide better service and efficiency. The City will have voting power and the initial investment cost will be re-paid if the City opts out in five years. Alderman Wood reported City Attorney Cole examined and amended the contract.

A motion by Alderman Wood, seconded by Alderman Thomas to approve Resolution 09-11-1667 Approval of Participation in Membership with the Multi Jurisdictional Public Safety Information System (MPSIS), was carried.

Mayor Kahl arrived and participated in the remainder of the meeting.

Police Chief Ostrenga reported on the towing contract, stating the Department has been using Schmidt's Auto for three years and has been very satisfied. Six RFP's were taken with only two responses received. A staff summary was distributed showing Prairieland was not as highly rated as Schmidt's.

A motion by Alderman Wood, seconded by Alderman Thomas to approve Resolution 09-11-1668 Approving a Contract with Schmidt's Auto, Inc. to Provide Towing and Impound Services, was carried.

A motion by Alderman Thomas, seconded by Alderman Wood to table General Fund Accounts Payable Checks Dated October 30 through November 11, 2009 as they are unavailable for review, was carried.

#### MISCELLANEOUS BUSINESS

Previous Committee actions of this meeting were reviewed for Mayor Kahl.

Finance Director Houtakker and City Administrator Marsh reported the leaf pick-up process will cost more and take longer next year because of the greater distance required to dispose of them. The landfill will no longer accept leaves.. Mayor Kahl directs staff to look into partnering with other municipalities.

#### ADJOURNMENT

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

Joan Andrusz  
City Clerk