

FINANCE AND PERSONNEL COMMITTEE MINUTES
November 21, 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 Douglas Wood and Jim Busse

Also Present: City Administrator Patrick Marsh, Finance Director Marc Houtakker, Project Supervisor Janine Glaeser, Dick Adler, Police Chief Walter Ostrenga, Fire Chief Scott Sullivan, Chris Saxby of Foth Infrastructure and Environment, LLC, Public Works Supervisor Mark Modaff, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alderman Busse, seconded by Alderman Wood to approve the minutes of November 7, 2011, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

A motion by Alderman Wood, seconded by Alderman Busse to remove from the table and accept General Fund Accounts Payable Checks Dated October 14 through November 3, 2011, was carried.

NEW BUSINESS

Alderman Wood reported an issue with the Massage Technician license application was found during a review at the License Review Committee. State statute preempts municipal regulation, so the decision was to remove all reference to Massage Technicians from City Ordinances.

A motion by Alderman Wood, seconded by Alderman Busse to approve Ordinance 11-11-633 Amending Chapter 9 of the Code of Ordinances to Remove the Regulation of Massage Technicians, was carried.

Project Supervisor Glaeser reported a revised proposal adds Phase II to the engineer work on the Belle Isle dredging project. Lagoon du Sud was added back as well as Cove Circle and requires a separate DNR permit. Only the engineering work is under consideration, not the scope of the project. Work would not begin until next fall.

City Administrator Marsh reported bidding won't occur until February, but this will allow permits to be obtained. The project was delayed to ease the financial burden on residents. Cove Circle wasn't in the original bid as the Chapter 30 permit wasn't in place. Staff sent letters and talked to residents and the response was they want this included. Transportation costs will be less if one contractor does the whole project and more favorable bids may be received.

Dick Adler, 5703 Squaw Circle spoke in favor of the inclusion of Cove Circle. Alderman Busse stated if property owners support this and if it's economical, he wants the projects done at the same time. Alderman Wood reported four residents came to the Public Works Committee with signatures of a

majority of area residents who wanted Lagoon du Sud removed from the project. 70% of the project is paid by residents in the project area and 30% by the rest of the City's residents. He would like bids with the cost of adding Cove Circle, along with bids with and without Lagoon du Sud. Members note that references to BT Squared in the Resolution should be changed to SCS BT Squared.

A motion to approve the Resolution under consideration was retracted as Alderman Busse abstained and Alderman Wood opposed.

A motion by Alderman Wood, seconded by Mayor Miller to forward to the City Council without recommendation Resolution 11-11-1817 Determining the Scope of the Belle Isle Dredging Project as amended, was carried. Alderman Busse abstained due to professional conflicts.

Finance Director Houtakker reported the Capital Budget is \$5,641,000.00 and there are 21 amendments to consider. Monona Drive Phases II and III are \$2.3 million and sewer bonds are part of this cost. The principal paid off the debt service per year is: \$1.2 million in 2011, \$1.2 million in 2010, \$1.3 million in 2009 and \$1.2 million in 2008. This won't have to be budgeted for until 2013 and won't be TIF funded. An additional \$3.6 million has been borrowed for 2012. Financial consultant Jeff Belongia structures the debt to keep the level stable. Currently there are very low interest rates.

Members expressed concern for future capital projects and request Mr. Belongia be present at the Capital Budget meeting. A report is requested showing total debt for utilities and General Fund and how much principal is being paid off. TIF debt should be moved from tax payers.

A motion by Alderman Wood, seconded by Alderman Busse to move Resolution 11-11-1818 Adopting the 2012 Capital Budget forward to the City Council for recommendation, was carried.

Mayor Miller gave the gavel to Council President Wood due to a business conflict and recused himself from the following discussion.

City Administrator Marsh reported the main issues for municipalities regarding DaneCom is the governance process, how many will participate, how participation will effect costs, and loss of frequencies. There is a December 20 deadline which will state how many municipalities are required to participate. If there are not enough, the plan will fail.

Police Chief Ostrenga reported the department has its own VHF frequency that is planned for narrow banding that is superior and provides better coverage at the clinics. He received recommendations to retain this. DaneCom wants municipalities to give up their frequencies for fear of interference. The department would only need to be on DaneCom for mutual aid. The City is the only municipality dispatching its own ambulance. This can continue on 800 MHz if Madison approves. Madison, hospitals, and ambulance companies are not part of the cost sharing.

Fire Chief Sullivan agrees that once frequencies are given up, they can't be gotten back. Every other fire department in the area is on VHF. Current call procedures and changes were reviewed, including the additional burden on dispatchers, who may be overwhelmed with providing dispatch for Police, Fire, and Public Works Departments. There will be additional costs for mobile and portable radios that were just purchased. The effect of not joining DaneCom is unknown; Monona may not be allowed to use the channels.

A motion by Alderman Wood, seconded by Alderman Busse to table Resolution 11-11-1813 Approving an Intergovernmental Agreement with Dane County for the "DaneCom" Emergency Radio System until more information is obtained, was carried.

Council President Wood returned the gavel to Mayor Miller.

City Administrator Marsh reported the engineering contract for Monona Drive Phase II required an additional \$105,000.00 for design work for Monona and Madison and a Madison Metropolitan Sewerage District project. An additional \$62,000 is requested for multi-family land acquisitions.

Mr. Saxby reported the City of Madison's delay at the start of the project required changes to the environmental document. No response was received from the amendments Foth submitted to the City on March 11. A report of cost to date and additional meetings was provided. Usually when Madison Metropolitan Sewerage District structures are in the way of public works projects, MMSD is asked to move, but it was deemed too costly. Drainage issues with 1950's metal culvert pipes were re-designed around MMSD structures to deal with drainage problems. A larger pipe was required. Some costs are Foth's responsibility. They shouldn't have moved forward without a contract, but wanted to keep the project on schedule.

City Administrator Marsh reviewed a breakdown of each line item and reported a majority of the costs would be split 50% Dane County, and 25% each to Madison and Monona. Dane County didn't agree at first and provided a counter-offer for review. MMSD is aware of the amount they are required to pay. The entire amount would have to be accepted (less \$8,000), and then allocations would be calculated. Members discussed the figures and effect on taxpayers and agreed the last line of the "Now, Therefore" section should be completed with "\$97,635".

A motion by Alderman Wood, seconded by Alderman Busse to approve Resolution 11-11-1819 Approving a Contract Amendment with Foth Infrastructure and Environment, LLC for Phase 2 of the Monona Drive Reconstruction Project as amended, was carried.

Members agreed to not go into Closed Session.

A motion by Alderman Busse, seconded by Alderman Wood to forward consideration of Monona Drive Phase 2 Land Acquisition to the City Council without recommendation, was carried.

Finance Director Houtakker answered member's questions and provided information on Accounts Payables, including the use of the Arborist for tree assessment and recommendations.

A motion by Alderman Busse, seconded by Alderman Wood to accept General Fund Accounts Payable Checks Dated November 4 through November 17, 2011, was carried.

MISCELLANEOUS BUSINESS

Discussion of the Monthly Financial Report remained tabled due to time constraints.

ADJOURNMENT

A motion by Alderman Wood, seconded by Alderman Busse to adjourn, was carried. (7:38 p.m.)

Joan Andrusz
City Clerk