

FINANCE AND PERSONNEL COMMITTEE MINUTES

December 6, 2010

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Kahl at 6:10 p.m.

Present: Mayor Robb Kahl, Aldermen Douglas Wood and Jeffrey Wiswell

Also Present: City Administrator Patrick Marsh, City Attorney William Cole, Finance Director Marc Houtakker, City Planner Paul Kachelmeier, City Engineer Rich Vela, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

Minutes from November 15, 2010 were not available and will be reviewed at the next meeting.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

A motion by Alderman Wood, seconded by Alderman Wiswell to Convene in Closed Session under Wisconsin Statute section 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Consideration of claims of Allstate Insurance Company for insured Randall Springen, Jenkins Survey and Design, Inc. ("JSD"), Thomas Moen, R.G. Huston Company, Inc., Kevin Schneider, Litigation Status Memo—Attorney Cole. On a roll call vote, all members voted in favor of the motion.

After reconvening in Open Session:

City Planner Kachelmeier provided information on the Façade Improvement Grant process. Alderman Wiswell suggested streamlining the process to one Finance & Personnel Committee approval contingent on Plan Commission approval.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve the Façade Improvement Grant Program Reimbursement, Taco Johns, was carried.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve the Façade Improvement Grant Program Reimbursement, Village Pedaler, contingent upon the applicant's signature on the certification and submittal of paid invoices, was carried.

Mayor Kahl reported the City does not have a positive history with K&M Tie and Lumber, as they were the contractor that built the detention pond which failed. Members agreed the lowest bidder on razing the other property should be chosen to do both properties so there is consistency of work. City Attorney Cole stated the Committee is allowed to choose the lowest responsible bidder. City Engineer Vela explained why one of the buildings costs more to raze than the other, and that one contract would be easier to administer than two. Members direct staff to negotiate borrowing as this project is not budgeted.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 10-12-1742 Approving the Low Bid and Authorizing Staff to Proceed to Contract to Raze and Remove Parcels at 4505 and 4603 Monona Drive, amended to Champion Environmental performing the work at both properties, was carried.

City Administrator Marsh outlined the bidding process for assessment services including staff recommendation to stay with full-value maintenance, which is in the budget. The income approach is now used; however there is a lack of compliance from businesses providing revenue reports. City Attorney Cole will research the City's rights and recourse for non-response.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 10-12-1743 Approving the Low Bid and Authorizing Staff to Proceed to Contract for Assessment Services, was carried.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve for discussion purposes Resolution 10-12-1744 Amendment to Independent Contractor Agreement with Foth Infrastructure and Environment for Engineering Services for Monona Drive Phase II, was carried.

City Administrator Marsh provided a summary of how the Monona Drive Phase II design was re-worked, involving Madison property owners, which resulted in additional costs of \$72,370 that will need to be divided. City Engineer Vela reported \$26,750 of this is utility work. The remainder, \$45,620, should be split with Madison, not 50/50 as more of this work was Madison-generated. Dane County would not be involved. Members expressed the need to look at the agreement and see what options are allowed. Mayor Kahl expressed a lack of confidence in the work or clarity of plans.

A motion by Alderman Wiswell, seconded by Alderman Wood to postpone Consideration of Resolution 10-12-1744 Amendment to Independent Contractor Agreement with Foth Infrastructure and Environment for Engineering Services for Monona Drive Phase II until the next meeting, was carried.

City Engineer Vela reported the Monona Drive Phase III cost sharing agreement was modeled on that of Phase II. Madison has approved this. Cost share is based on various functions and each jurisdiction's involvement and includes a provision addressing overages and which entity would pay. City Attorney Cole explained there is a cap on costs for the City of Madison and Dane County but as the lead agency the City of Monona has no cap. Work will not be stopped when a cap is met. Excess work won't be approved until the other agencies agree.

A motion by Alderman Wood, seconded by Alderman Wiswell to approve Resolution 10-12-1745 Monona Drive Reconstruction, Phase III Sharing of Costs Relating to Design Engineering Services, was carried.

Finance Director Houtakker answered member's questions on General Fund purchases. The mil rate for property taxes is still being formulated by Dane County and the State. The assessment ratio was wrong. Property tax bills will be available next week.

City Administrator Marsh reported on permits that have come in from the UW and Meriter clinics, with the majority expected in the spring.

A motion by Alderman Wiswell, seconded by Alderman Wood to accept General Fund Accounts Payable Checks Dated November 12 through December 2, 2010, was carried.

MISCELLANEOUS BUSINESS

There was no Miscellaneous Business.

ADJOURNMENT

A motion by Alderman Wiswell, seconded by Alderman Wood to adjourn, was carried. (7:18 p.m.)

Joan Andrusz
City Clerk