

FINANCE AND PERSONNEL COMMITTEE MINUTES
December 19, 2011

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Miller at 6:35 p.m.

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

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

APPROVAL OF MINUTES

A motion by Alderman Wood, seconded by Alderman Busse to approve the minutes of December 5, 2011, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

A motion by Alderman Busse, seconded by Alderman Wood to Convene in Closed Session under Wisconsin Statute section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (IAFF Local 311 Contract; Monona Drive Phase 2 Land Acquisition). On a roll call vote, all members voted in favor of the motion.

After reconvening in Open Session:

A motion by Alderman Wood, seconded by Alderman Busse to approve Resolution 11-12-1820 Approving Terms of Contract with International Association of Firefighters Local 311, was carried.

Mayor Miller thanks City Administrator Marsh and both internal teams for their positive work on these negotiations.

NEW BUSINESS

There was no New Business.

Finance Director Houtakker reviewed Accounts Payables and answered member's questions. He and City Administrator Marsh will research cash-back credit cards for Department Head use.

A motion by Alderman Busse, seconded by Alderman Wood to accept General Fund Accounts Payable Checks Dated December 2 through December 15, 2011, was carried.

MISCELLANEOUS BUSINESS

Finance Director Houtakker began Discussion of the Monthly Financial Report for September, 2011 and answered member's questions along with City Administrator Marsh. The General Fund, department expenses, and revenues are almost all within budget. The exceptions include court funds and room tax revenues, which are down and police fuel expenses, which have increased. There is a projected \$15,000 to \$20,000 overage in revenues at year end. Donation funds were discussed. Mayor Miller wanted to be able to assure contributors their donations are being accounted for and used properly. Boat launch fees, which are a donation account, are used for pier repairs.

ADJOURNMENT

A motion by Alderman Wood, seconded by Alderman Busse to adjourn, was carried. (7:31 p.m.)

Joan Andrusz
City Clerk