

FINANCE AND PERSONNEL COMMITTEE MINUTES

March 6, 2023

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor O'Connor at 6:09 p.m.

Present: Mayor Mary K. O'Connor and Alderpersons Doug Wood and Kathy Thomas

Also Present: Interim Administrator/Finance Director Marc Houtakker, Director of Administrative Services Leah Kimmell, and City Clerk Alene Houser

APPROVAL OF MINUTES

Motion by Alder Wood, seconded by Mayor O'Connor, to approve the Minutes of the February 6, 2023 Finance & Personnel Committee meeting. Motion carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

6.A Consideration of Resolution 23-3-2615 Providing for the Sale of \$2,870,000 General Obligation Promissory Notes, Series 2023A.

Interim Administrator/Finance Director Houtakker explained that this is the 2023 capital projects borrowing and authorizes our financial advisor to start marketing the bonds. The final numbers and rates will be brought to the next meeting. The breakdown of this borrowing is \$2,500,000 for General, \$125,000 for Storm, \$75,000 for Sewer, \$100,000 for Water, and \$70,000 for TIF. Water and Sewer are included in this General Obligation Bond; the low dollar amount would make a separate Revenue Bond more expensive.

Motion by Alder Wood, seconded by Mayor O'Connor, to approve Resolution 23-3-2615 Providing for the Sale of \$2,870,000 General Obligation Promissory Notes, Series 2023A. Motion carried.

6.B 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 (Public Safety Building) and section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Alder Wood, seconded by Mayor O'Connor, 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 (Public Safety Building) and section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Potential loss of specific employees). On a roll call vote, all members voted in favor of the motion.

Alder Thomas joined the meeting at 6:35 p.m.

6.C Reconvene in Open Session Under Wisconsin Statute Section 19.85(2).

Upon reconvening in Open Session:

6.D Discussion of Upcoming City Administrator Recruitment

Mayor O'Connor explained that recruitment for a City Administrator will begin later this month. Director Kimmell explained the position was advertised last year at \$110,000 to \$130,000 and closed on June 6, 2022. Discussion followed regarding the salary range. Position will be posted the last week of March until April with a salary range of \$115,000 to \$140,000.

Item 6.F was moved forward to accommodate those present.

**6.E Acceptance of General Fund Accounts Payable Checks Dated February 3-March 2, 2023.
(Documentation of invoices paid is available in the City Clerk's office.)**

Interim Administrator/Finance Director Houtakker reviewed recent Accounts Payables and answered member's questions.

Motion by Alder Wood, seconded by Mayor O'Connor, to accept General Fund Accounts Payable Checks Dated February 3-March 2, 2023. Motion carried.

ADJOURNMENT

Motion by Alder Wood, seconded by Alder Thomas, to adjourn. Motion carried. (6:57 pm)

Alene Houser
City Clerk