

FINANCE AND PERSONNEL COMMITTEE MINUTES  
JANUARY 4, 2010

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Kahl at 6:06 p.m.

Present: Mayor Robb Kahl, Aldermen Douglas Wood and Kathryn Thomas

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 Thomas, to approve the minutes of December 7, 2009, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

City Administrator Marsh distributed a list of key revisions to the Personnel Policy Manual. Mayor Kahl requests the Committee approve this document rather than send the whole document to the Council. City Administrator Marsh provided information on the revisions and made note of member's input.

City Administrator Marsh reviewed the revised Fire Chief Job Announcement/Description. Changes were made as suggested by the Committee, and the Public Safety Commission added licenses and certifications. Discussion of residency requirement and other amendments.

A motion by Alderman Wood, seconded by Alderman Thomas to approve the Revised Fire Chief Job Announcement/Description and begin the hiring process with the residency requirement amended to a five mile radius with an exception granted for a ten mile radius in special circumstances; the addition of the requirement for City Council meeting attendance as necessary; and management of paid Fire Fighters, was carried.

NEW BUSINESS

There was no New Business.

Finance Director Houtakker provided information on significant accounts payables items.

A motion by Alderman Thomas, seconded by Alderman Wood to accept General Fund Accounts Payable Checks Dated December 4 through December 30, 2009, was carried.

MISCELLANEOUS BUSINESS

Members reviewed the Dane County Salary Survey.

ADJOURNMENT

A motion by Alderman Wood, seconded by Alderman Thomas to adjourn, was carried. (7:25 p.m.)

Joan Andrusz  
City Clerk