

FINANCE AND PERSONNEL COMMITTEE MINUTES
MARCH 15, 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 Kathryn Thomas

Also Present: City Administrator Patrick Marsh, Jeff Belongia of Hutchinson, Shockey, Erley & Co., Finance Director Marc Houtakker, Library Director Demita Gerber, City Engineer Rich Vela, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alderman Wood, seconded by Alderman Thomas, to approve the minutes of February 15, 2010, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Finance Director Houtakker reported approval by the City Council is required to get a change into the Library's Operating Budget. Library Director Gerber reported each year an application is made to Dane County for funds but are not sure of the amount until the budget is complete. The Library is very close to its \$100,000 fund raising goal, with contributions due March 31. Library Director Gerber praised her wonderful staff.

A motion by Alderman Thomas, seconded by Alderman Wood to approve Resolution 10-03-1685 Amending the 2010 Library Operating Budget, was carried.

City Engineer Vela reported three bids were received for a truck chassis and two for a service body, with a total cost of \$27,000 for an item budgeted at \$40,000. A savings was achieved by transferring a lift from an existing vehicle. The color ordered will be consistent with current themes.

A motion by Alderman Wood, seconded by Alderman Thomas to approve Resolution 10-03-1686 Authorization to Purchase a One-Ton Truck with Service Body, was carried.

City Engineer Vela reported the mower to be purchased is \$1,000 over budget because the attachments from the old mower won't fit the new model.

A motion by Alderman Wood, seconded by Alderman Thomas to approve Resolution 10-03-1687 Authorization to Purchase Mower, was carried.

City Engineer Vela reported seven bids were received for street and utility improvements with Capitol Underground the lowest. Finance Director Houtakker reported that while the project is over budget by \$25,000, it is funded by four accounts: sewer, stormwater, water, and General Fund, and funds were able to be moved. Information was provided on how a project budget is calculated, and the difficulty of budgeting accurately before the plan is completed.

A motion by Alderman Wood, seconded by Alderman Thomas to approve Resolution 10-03-1688 Award of Contract for Project MO-01-10, 2010 Street and Utility Improvements, was carried.

City Engineer Vela reported the estimated cost of special assessments based on last year's figures of \$45.00 per foot with 8,500 feet of frontage. This year's rate is anticipated to be approximately \$47.00 and is 60% of the total cost with an interest rate of 5%.

A motion by Alderman Thomas, seconded by Alderman Wood to approve Resolution 10-03-1689 A Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers Under Section 66.0703, Wisconsin Statutes, in the City of Monona, Dane County, Wisconsin, for Street Improvements to Shore Acres Road, Schofield Street, Starry Avenue and Wallace Avenue, was carried.

Mr. Belongia discussed sales comparisons, statistics, reduced debt interest, and overall savings achieved assisted by the City's AA Moody's rating providing lower interest rates. Finance Director Houtakker reported the borrowing to be considered is for the recently approved Capital projects.

A motion by Alderman Thomas, seconded by Alderman Wood to approve Resolution 10-03-1690 Authorizing the Issuance and Sale of \$6,350,000 Taxable General Obligation Promissory Notes (Build America Bonds - Direct Payment), was carried.

Mr. Belongia reported the next Resolution is a tax exempt issue for long term projects that will keep the debt service down and the tax levy lower.

A motion by Alderman Wood, seconded by Alderman Thomas to approve Resolution 10-03-1691 Authorizing the Issuance and Sale of \$2,750,000 General Obligation Refunding Bonds, was carried.

City Administrator Marsh reported the Police & Fire Commission interviewed six Fire Chief candidates and recommend Cottage Grove resident Scott Sullivan who currently works for the Town of Madison Fire Department. He has passed physical, psychological, and background checks, has given his employer notice, and will start April 5. Various points of the employment agreement and vehicle use were discussed. The word "lease" in the first paragraph was changed to "agreement" and typographical errors in the Resolution will be corrected.

A motion by Alderman Wood, seconded by Alderman Thomas to approve Resolution 10-03-1692 Approving an Employment Agreement for the Position of Fire Chief as modified, was carried.

Finance Director Houtakker reviewed Accounts Payables.

A motion by Alderman Thomas, seconded by Alderman Wood to accept General Fund Accounts Payable Checks Dated February 12, 2010 – March 11, 2010, was carried.

City Administrator Marsh reported the City was successful in getting the maximum energy grant amount, \$225,000, for HVAC and windows. This project will be bid out. Having a Sustainability Committee and planning helped achieve this award. Governor Doyle will be putting out a press release regarding area municipal grant awards. The Committee expressed their appreciation to City Administrator Marsh for his hard work on this project.

MISCELLANEOUS BUSINESS

Mayor Kahl reported the entry feature and sign is in the TIF plan and will be worked on. Electrical utility is in place for a possible electronic sign.

City Administrator Marsh reports there is constant improvement being done on the Monona Drive left turn lane. A Monona Drive Phase II meeting is scheduled for Thursday at 7:00 a.m.

ADJOURNMENT

A motion by Alderman Thomas, seconded by Alderman Wood to adjourn, was carried. (7:12 p.m.)

Joan Andrusz
City Clerk