

FINANCE AND PERSONNEL COMMITTEE MINUTES
March 1, 2021

The regular meeting of the Finance and Personnel Committee for the City of Monona, via Zoom, was called to order by Mayor O'Connor at 6:15 p.m.

Present: Mayor Mary K. O'Connor and Alderperson Kathy Thomas

Excused: Alderperson Doug Wood (due to technical difficulties)

Also Present: City Administrator Bryan Gadow, Finance Director Marc Houtakker, Acting Police Chief Sara Deuman, Parks & Recreation Director Jake Anderson, Public Works Director Dan Stephany, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Thomas, seconded by Mayor O'Connor to approve the Minutes of the February 15, 2021 Finance & Personnel Committee meeting, was carried.

APPEARANCES and UNFINISHED BUSINESS

There were no Appearances or Unfinished Business.

NEW BUSINESS

Acting Police Chief Deuman reported the Public Safety Committee added one recommendation to the following Agreement; officer training offered by NASRO, the National Association of School Resource Officers.

A motion by Alder Thomas, seconded by Mayor O'Connor to approve Resolution 21-3-2469 Approval of a 3-Month Police School Resource Officer Agreement Between the City of Monona, the Monona Grove School District, and the Village of Cottage Grove, was carried.

Recreation Director Anderson reported B-Cycle stations were approved in the 2020 Capital Budget for Grand Crossing Park. He met with private investors but COVID-19 interfered. He reviewed the history of Parks & Recreation Board meetings. The cost is \$22,500 to install and \$4,000 for maintenance; that yearly fee would be covered by Riverfront businesses. At Schluter Park, the \$3,000 maintenance would be covered by advertising. Schluter Park is a more desirable location and B-Cycle added that at no charge so they can test new equipment. Having two stations provides greater access. There is sufficient parking at both places. There are 22 total bicycles.

A motion by Alder Thomas, seconded by Mayor O'Connor to approve Resolution 21-3-2471 Amending the Capital Budget for the Installation of B-Cycle Stations at Grand Crossing Park and Schluter Park, was carried.

Public Works Director Stephany reported three bids were received for the following project, with the low bid by Joe Daniels Construction chosen. A bid alternate for Community Center work will change the amount requested. This will be reviewed by the Public Works Committee on March 3rd followed by final Council review on March 15th. The stormwater portion was reviewed, including an underground basin, which is eligible for grants. Recreation Director Anderson reported this includes the Community Center

loading dock. He wants to hold any additional work until the Pagoda bids are received. Finance Director Houtakker reviewed the costs; including \$260,000 for the park, other portions of the project, and the borrowing plans.

A motion by Alder Thomas, seconded by Mayor O'Connor to approve Resolution 21-3-2466 Award of Contract for the Stone Bridge Park Improvement Project, was carried.

Public Works Director Stephany reported three bids were received for the following project, with the low bid by Homburg Contractors chosen. Costs were reviewed. This will be reviewed by the Public Works Committee on March 3rd followed by final Council review on March 15th. Work will be completed by August 15th. The first phase is the storm main, followed by storm and sanitary sewers, a 4' x 8' x 273' storm box culvert. This will take care of rainwater flow onto resident's properties. It is designed to have water on Sylvan Lane coming out of the ground so it uses the curb and gutter, thereby saving costs. The six affected property owners have been contacted. Alder Thomas thanks Public Works Director Stephany for his work on this project; property owners will be very relieved.

A motion by Alder Thomas, seconded by Mayor O'Connor to approve Resolution 21-3-2467 Award of Contract for the Gateway Green Storm Water Improvement Project, was carried.

Public Works Director Stephany reported nine bids were received for the following project, with the second low bid by V&T Painting chosen. The low bid did not include a required cash allowance. Alternate bid #1 is for working around the cellular equipment and Alternate bid #2 is for painting the City's name on the tower. Parts of the project were reviewed, including repair of any driveway damage, updated fall protection, and two-tone paint color. The interior is in good shape so will be limited to spot painting. They have to work on low-wind days using a roller and will repair any over-blow to vehicles and property. The tower was last painted in 1986.

A motion by Alder Thomas, seconded by Mayor O'Connor to approve Resolution 21-3-2468 Award of Contract for the Water Tower Painting Project, was approved.

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

A motion by Alder Thomas, seconded by Mayor O'Connor to Accept General Fund Accounts Payable Checks Dated February 12 through February 25, 2021, was carried.

Alder Thomas asked about whether there was a policy regarding spending Capital Budget funds that are leftover. Finance Director Houtakker responded leftover funds go into the Capital Budget Fund Balance. Alder Thomas stated the additional work may be reasonable but the City should have a policy. Mayor O'Connor responded that projects and budget use does get approved by the Council.

A motion by Alder Thomas, seconded by Mayor O'Connor to adjourn, was carried. (6:48 p.m.)

Joan Andrusz
City Clerk