

FINANCE AND PERSONNEL COMMITTEE MINUTES
May 1, 2023

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor O'Connor at 6:17 p.m.

Present: Mayor Mary K. O'Connor and Alderpersons Doug Wood and Patrick DePula

Also Present: Interim Administrator/Finance Director Marc Houtakker, Public Works Director Dan Stephany, 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 April 17, 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 23-5-2623 Award of Contract for 2023 Street Chip Seal Project.

Director Stephany explained that two bids were received with Scott Construction providing the low bid. The Public Works Committee will be discussing this contract on May 3. The alternate bid is for a fog seal application, which lasts for two or three years. The fog seal is a coat over the top of the chip seal to help extend the roads life. The included fiscal note shows all the work that is planned to be done within the Streets, Bridge Repair & Maintenance Program 2023 Capital Budget account.

Motion by Alder Wood, seconded by Alder DePula, to approve Resolution 23-5-2623 Award of Contract for 2023 Street Chip Seal Project. On a roll call vote, all members voted in favor of the motion.

6.B Approval of Employment Agreement for the Position of Library Director.

Director Kimmell explained that the City has employment agreements with department heads. Director Claringbole did not have an employment agreement during his previous employment with the City but one is being done this time for consistently. The Library Director's employment is with the City even though the Library Board recruits and appoints the Director.

Motion by Alder DePula, seconded by Alder Wood, to approve the Employment Agreement for the Position of Library Director. Motion carried.

6.C Convene in Closed Session under Wisconsin Statute section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which governmental body has jurisdiction or exercises responsibility (Review of Applications for Position of City Administrator).

Motion by Alder DePula, seconded by Alder Wood, to Convene in Closed Session under Wisconsin Statute 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 (Review of Applications for Position of City Administrator). On a roll call vote, all members voted in favor of the motion.

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

Upon reconvening in Open Session:

6.E Quarterly Financial Report.

Interim Administrator/Finance Director Houtakker reviewed the Quarterly Financial Report and answered member's questions.

**6.C Acceptance of General Fund Accounts Payable Checks Dated April 14-27, 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 Alder DePula, to accept General Fund Accounts Payable Checks Dated April 14-27, 2023. Motion carried.

ADJOURNMENT

Motion by Alder Wood, seconded by Alder DePula, to adjourn. Motion carried. (6:51 pm)

Alene Houser
City Clerk