



136 North Monroe Street  
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## PUBLIC NOTICE OF A COMMITTEE MEETING OF THE CITY OF WATERLOO COMMON COUNCIL

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and news media, that a public meeting will be held to consider the following:

COMMITTEE: FINANCE, INSURANCE & PERSONNEL COMMITTEE  
DATE: February 21, 2019  
TIME: **6:00 P.M.**  
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

1. CALL TO ORDER AND ROLL CALL
2. MEETING MINUTES APPROVAL: Previously Unapproved Meeting Minutes
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
  - a. Waiving Waterloo School District Permit Fees
5. NEW BUSINESS
  - a. General Disbursements, January 2019 - \$2,155,731.17 \*\*\*
  - b. Payroll, January 2019 - \$102,472.90 \*\*\*
  - c. Treasurer's Report & Budget Reports For January 2019 \*\*
  - d. Resolution #2019-04 Amending The 2018 Budget \*\*\*
  - e. Resolution #2019-05 Amending The 2019 Budget (Funds 225 Parks & 812 Library) \*\*\*
  - f. Resolution #2019-06 Authorizing The Use Of Contingency Fund And Directing The Reduction In Clerk/Treasurer Office Expenditures To Temporarily Fill The Assistant Deputy Clerk/Treasurer Position On An As Needed Basis \*\*\*
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
7. ADJOURNMENT

Mo Hansen  
Clerk/Treasurer

\*\* Treasurer's Report & Budget Report – presented as stand along document on municipal webpage

\*\*\* See Council Packet

Committee Members: Springer, Quimby and Griffin

Posted, Emailed & Distributed: 02/16/2019

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

**CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES**

**January 17, 2019**

1. CALL TO ORDER AND ROLL CALL. Alderperson Springer called the meeting to order at 6:30 p.m. Members present: Springer & Quimby. Absent: Griffin. Also attending: Alderperson Tim Thomas; Police Chief Denis Sorenson; Paul Lessila, R&R Insurance; Deputy Clerk/Treasurer Mike Kawula and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: Previously Unapproved Meeting Minutes. MOTION: Moved by Springer, seconded by Quimby to table minutes approval. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
  - a. Follow-up Insurance Information From R&R Insurance Agent Paul Lessila. DISCUSSION: Replying to a Springer question, Lessila said property insurance deductibles are regularly closer to \$10,000 to \$15,000. Springer said \$25,000 seems on the high side. Lessila reviewed deductible ranges based on asset, noting the difference between buildings (\$25,000) and contractor's equipment (\$1,000). He said Boiler Insurance covers some gaps. Hansen said the claim rate for property coverage has been two claims in 15 years. Springer raised the example of a tree falling on the pavilion. Hansen said self-insuring for sizable deductible means fewer claims submitted resulting in rates not climbing over time due to more submitted claims. Hansen said not all of the pavilion repairs required cash. Yerges described repair work by McKay Nursery and others. Springer raised concerns due to weather that the City was underinsured. No action taken.
5. NEW BUSINESS
  - a. General Disbursements, December 2018 - \$872,675.12. MOTION: Moved by Quimby, seconded by Springer to recommend Council disbursement approval. ROLL CALL VOTE: Ayes: Quimby and Springer. Noes: none, with Griffin absent. Motion carried.
  - b. Payroll, December 2018 - \$87,235.16. MOTION: Moved by Quimby, seconded by Springer to recommend Council payroll approval. ROLL CALL VOTE: Ayes: Quimby and Springer. Noes: none, with Griffin absent. Motion carried.
  - c. Treasurer's Report & Budget Reports For December 2018. MOTION: Moved by Quimby, seconded by Springer to recommend Council report approval. ROLL CALL VOTE: Ayes: Quimby and Springer. Noes: none, with Griffin absent. Motion carried.
  - d. Permission To Order DPW Patrol Truck. MOTION: Moved by Quimby, seconded by Springer to recommend permission to Council for the purchase of an International truck. ROLL CALL VOTE: Ayes: Quimby and Springer. Noes: none, with Griffin absent. Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.
7. ADJOURNMENT. MOTION: Moved by Quimby, seconded by Springer to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:50 p.m.

Attest:



Mo Hansen  
Clerk/Treasurer

**CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES**  
**December 20, 2018**

1. CALL TO ORDER AND ROLL CALL. Alderperson Springer called the meeting to order at 6:00 p.m. Members present: Springer, Quimby & Griffin. Absent: None. Also attending: Mayor Thompson; Tim Thomas; Public Works Director Chad Yerges; Police Chief Denis Sorenson; Fire Chief Vern Butzine; Paul Lessila (RR Insurance) and Deputy Clerk/Treasurer Kawula.
2. MEETING MINUTES APPROVAL: MOTION: Moved by Quimby, seconded by Griffin to table approval. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. NEW BUSINESS
  - a. General Disbursements, November 2018 - \$196,247.38. MOTION: Moved by Quimby, seconded by Griffin to recommend Council disbursement approval. ROLL CALL VOTE: Ayes: Springer, Quimby and Griffin. Noes: none. MOTION CARRIED.
  - b. Payroll, November 2018 - \$65,175.75. MOTION: Moved by Quimby, seconded by Griffin to recommend Council payroll approval. ROLL CALL VOTE: Ayes: Springer, Quimby and Griffin. Noes: none. MOTION CARRIED.
  - c. Treasurer's Report & Budget Reports For November 2018. MOTION: Moved by Quimby, seconded by Griffin to recommend Council report approval. VOICE VOTE: Motion Carried.
  - d. Discussion/Recommendation – 2019 Insurance Renewal, Presentation Paul Lessila, RR Insurance (Representing Wisconsin League of Municipalities Mutual Insurance Company)
    - i. Waterloo Fire Department Recommendation(s). Paul Lessila, RR Insurance answered questions that the committee asked. Fire Chief Butzine explained the reason the fire department was asking for a \$1,000 deductible amount. Springer asked to see quotes with other deductibles. Paul Lessila will present new quotes for other departments at the January 2019 meeting. MOTION: Moved by Quimby, seconded by Griffin to recommend to the Council to renew the insurance with RR Insurance as presented for the Fire Department. ROLL CALL VOTE: Ayes: Springer, Quimby and Griffin. Noes: none. MOTION CARRIED.
  - e. Discussion/Recommendation – Waiving Waterloo School District Permit Fees. DISCUSSION: Quimby explained the school was trying to keep the cost at the \$16.2 mark and with the fees at approximately \$80,000 they would have to cut somewhere else. Springer did not think the fees should be waived. The question was what the \$80,000 was for. The answer was that it is for the building inspection fees, the Engineer, the Street Dept, the Police Dept, and the Fire Dept whose services will be used at the school and the townships won't be paying for that. Mayor Thompson wants Clerk/Treasurer Hansen to provide more information regarding Safebuilt and their fees in writing to Quimby. The item was tabled to gather more information.
  - f. Discussion/Recommendation – Library Board 2019 Fund 812 Budget Recommendation. Kelli Mountford explained where the budget cuts were done to balance the 2019 budget. MOTION: Moved by Quimby, seconded by Griffin to approve the Library amendment. ROLL CALL VOTE: Ayes: Springer, Quimby and Griffin. Noes: none. MOTION CARRIED.
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. Waiving Waterloo School District Permit Fees.
6. ADJOURNMENT. MOTION: Moved by Quimby, seconded by Griffin to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:25 p.m.

Attest:

Michael Kawula  
Deputy Clerk/Treasurer