



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

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: September 3, 2015
TIME: 5:00 p.m.
LOCATION: Council Chamber of the Municipal Building, 136 N. Monroe Street

1. Call to Order and Roll Call
2. Meeting Minutes Approval: July 16, 2015 and August 20, 2015
3. Public Comment
4. Unfinished Business
 - a. 2016 Budget Consideration (meeting materials available online and prior to meeting and
5. New Business
 - a. Adding An Employee Dental Insurance Benefit / Submittal of a Letter of Intent Necessary for Future Consideration
6. Future Agenda Items and Announcements
 - a. Maunasha Business Center, 117 East Madison Street and Community Development Fund 600
 - b. Committee Annual Calendar
 - c. Future Meetings
7. Adjournment

Mo Hansen
Clerk/Treasurer

Committee Members: Springer, Quimby and Griffin

Posted, Emailed & Distributed: 8/31/2015

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
JULY 16, 2015**

1. Call to Order and Roll Call. Chair Springer called the meeting to order at 6:00 p.m. Committee members present: Quimby, Springer and Griffin. Absent: none. Others attending: Dale Neupert, Jim Beyer, Police Chief Denis Sorenson, Library Director Kelli Mountford, and Clerk/Treasurer Hansen.
2. Meeting Minutes Approval: June 18, 2015. MOTION: Moved by Griffin, seconded by Springer to approve of the June 18, 2015 meeting minutes. VOICE VOTE: Motion carried.
3. Public Comment. None.
4. New Business
 - a. Oak Hill Cemetery, James Beyer. Discussion: Beyer read from his written submittal and requested a 2016 \$4,000 appropriation from the City to the Oak Hill Cemetery Association. Springer objected to subsidizing a private business. Springer said the matter would be taken up as part of the budget consideration process. No action taken.
 - b. Amending the Employee Handbook as prescribed in the 2015-2017 labor agreement with the Waterloo Professional Police Association. Discussion: Hansen said the item was follow-up to the previously agreed upon contract. MOTION: Moved by Quimby, seconded by Griffin to recommend to Council amending the handbook to include text presented by the Clerk/Treasurer. VOICE VOTE: Motion carried.
 - c. Public Works Department staffing, request to hire temporary full-time laborer. Discussion: Hansen reviewed meeting material and identified DPW dollars not spent in the first six month. Springer said he wanted to move forward with a posting of a temporary, part-time position at a rate of pay at \$14 per hour. MOTION: Moved by Quimby, seconded by Griffin to direct the posting of a temporary, part-time position at \$14 per hour not to exceed 300 hours with follow-up action by the Council once applications are received and reviewed. VOICE VOTE: Motion carried.
 - d. Payroll for June, 2015 - \$68,890.07. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of payroll for June 2015 in the stated amount. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 - e. General Disbursements - June 19, 2015 through July 16, 2015. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of general disbursements for June 19, 2015 through July 16, 2015 as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 - f. Treasurer's Report & Budget Reports for June 2015, MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of the Treasurer's Report & Budget Reports for June 2015 as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
5. Future Agenda Items and Announcements
 - a. Committee annual calendar. Noted.
 - b. Maunasha Business Center, 117 East Madison Street and Community Development Fund 600. Discussion: Hansen said Mel Tucker would be contacted about the rental rate for this building.
6. Adjournment. MOTION: Moved by Quimby, seconded by Griffin to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:45 p.m.

Attest:



Mo Hansen
Clerk/Treasurer

**CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
AUGUST 20, 2015**

1. Call to Order and Roll Call. Chair Springer called the meeting to order at 5:00 p.m. Committee members present: Quimby, Springer and Griffin. Absent: none. Others attending: Mayor Thompson and Clerk/Treasurer Hansen.
2. Meeting Minutes Approval: July 16, 2015. MOTION: Moved by Springer, seconded by Quimby to table the July 16, 2015 meeting minutes. VOICE VOTE: Motion carried.
3. Public Comment. None.
4. New Business
 - a. Payroll for July, 2015 - \$60,801.02. MOTION: Moved by Springer, seconded by Quimby to recommend Council approval of payroll for July 2015 in the stated amount. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 - b. General Disbursements - July 17, 2015 through August 20, 2015. MOTION: Moved by Springer, seconded by Quimby to recommend Council approval of general disbursements for the period listed as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 - c. Treasurer's Report & Budget Reports for July 2015. MOTION: Moved by Springer, seconded by Quimby to recommend Council approval of the Treasurer's Report & Budget Reports as listed and as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 - d. 2016 Budget
 - i. The Committee reviewed Department Head submittals.
 - ii. The Committee reviewed a listing of 2016 capital requests by department.
 - iii. Identifying Desirable Outcomes & Identifying Constraints
 1. Springer: Prioritize wage increase for non-represented employees.
 2. Griffin/Springer: Review and increase Tucker Driving Academy rental rate.
 3. Multiple: Funding for the Waterloo Regional Trailhead
 4. With no plus 1 health insurance option available through WRS, Springer said he would contact State Representative Jagler.
 5. Oak Hill Cemetery request was noted.
 6. Griffin: A plan for TID #1.
 7. Motion: Moved by Quimby, seconded by Springer to direct the start of a 2016 sidewalk repair and install project continuing to the next quadrant with a priority of Anna Street. Discussion: Tim Thomas indicated that several were missed in the last 2014 quadrant process. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
 8. Quimby asked for a summary narrative showing multi-year options.
 9. Springer: Document a 2016 wage/benefit expense showing a 3% increase for clearly defined list of non-represented employees.
 10. Quimby: Clearly define the history of employee wage increase in Police Department.
 - iv. Scheduling Future 2016 Budget Meetings. Next meeting -- September 3, 2015 at 5 p.m.
5. Future Agenda Items and Announcements
 - a. Maunasha Business Center. Noted.
6. Adjournment. MOTION: Moved by Quimby, seconded by Griffin to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:15 p.m.

Attest: 

Mo Hansen
Clerk/Treasurer



Employer Bulletin

Employer Communication Center 608-266-3285

Toll free: 1-877-533-5020

etf.wi.gov

Uniform Dental Benefit Changes for 2016

Administration and Enrollment Changes

Effective January 1, 2016, the Uniform Dental Benefit will no longer be offered through the health plans. Delta Dental will administer the Uniform Dental Benefit for 2016. Employers participating in the group health insurance program that do not want to offer the Uniform Dental Benefit do not need to take any action. Employers currently participating in the Wisconsin Public Employers group health insurance program will default to *not* offer the Uniform Dental Benefit to employees and annuitants.

If an employer would like to offer the Uniform Dental Benefit in 2016, the employer must submit an Intent to Offer Dental form, signed by the WRS Agent or other authorized personnel. The Intent to Offer Dental form must be submitted to ETF by September 25, 2015. In addition, employers must submit a new resolution form before January 1, 2016 through the traditional resolution process affirming that the employer will offer the Uniform Dental Benefit for plan year 2016. The change will be effective January 1, 2016.

There is no obligation for local employers to participate. Since there is a limited time frame for employers to make a decision for the 2016 plan year, employers may decide to postpone offering the Uniform Dental Benefit. For plan years 2017 or later, employers will follow the current resolution process and switch to a program option which offers the Uniform Dental Benefit.

If an employer chooses to offer the Uniform Dental Benefit in 2016, all employees and annuitants participating in the group health insurance program for 2015 will default to have dental coverage under the Uniform Dental Benefit. This includes anyone enrolled in the State Maintenance Plan, Standard Plan, or Medicare Plus, which did not previously offer dental coverage. The employees and annuitants have the option to opt-out of the Uniform Dental Benefit during open enrollment (October 5-31, 2015) by filing a change through myETF Benefits or by filing a Health Insurance Application/Change Form (ET-2301).

Benefit and Provider Network Changes

Any dental benefit changes will be outlined in the Uniform Dental Benefit Certificate, and will be noted in the 2016 It's Your Choice open enrollment materials.

Transitioning to Delta Dental for 2016 includes a change in the in-network dental providers available to employees and annuitants. Employees and annuitants should be encouraged to verify that their current dental provider is in the Delta Dental network in order to receive coverage for dental services. There will be no coverage for services received by out-of-network providers. Employees and annuitants will receive information on how to access the Delta Dental provider network directory in the 2016 It's Your Choice open enrollment materials and in mailings from Delta Dental.

City of Waterloo Finance, Insurance & Personnel Committee
Annual Calendar
(revised May 12, 2014)

JANUARY -monitor Progress Measures - review of sanitary sewer rates
FEBRUARY - notify Mayor of reappointment interest
MARCH - notify Mayor of reappointment interest
APRIL - Mayoral appointments - review and realign Progress Measures as needed
MAY - review of tax incremental district activity - review and realign Progress Measures as needed
JUNE - review of historic municipal revenue and expenditures
JULY - future year budget planning and requests
AUGUST - future year budget submittal
SEPTEMBER - review of tax incremental district activity - future year budget deliberation
OCTOBER - future year budget deliberation
NOVEMBER - future year budget deliberation
DECEMBER - current year budget amendment