



136 North Monroe Street  
Waterloo, WI 53594  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

---

## 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:** January 21, 2016  
**TIME:** 6:00 p.m.  
**LOCATION:** Council Chamber of the Municipal Building, 136 N. Monroe Street

1. Call to Order and Roll Call
2. Meeting Minutes Approval: September 3, September 17, October 1, October 15, 2015, November 19, 2015 & December 17, 2015
3. Public Comment
4. UNFINISHED BUSINESS
  - a. Public Works Director Request For An Additional Full-Time Position
5. New Business
  - a. Payroll For December 2015 - \$75,039.03 \*\*
  - b. General Disbursements – December 18, 2015 Through December 31, 2015
  - c. General Disbursements – January 1, 2016 Through January 21, 2016 \*\*
  - d. Treasurer's Report & Budget Reports For October, November & December 2015 \*\*
  - e. Employee Handbook Changes
    - i. Fire Department Holiday Schedule Change
  - f. Tax Incremental Finance Review
  - g. Service Provider Contract Review
  - h. Multi-year Budgeting
  - i. Property Assessment Review
6. Future Agenda Items And Announcements
  - a. Meeting 2/4/2015 With Public Works & Property Committee? RE: DPW hire
7. Adjournment

*Mo Hansen*  
Mo Hansen  
Clerk/Treasurer

**\*\* See Council Packet**

Committee Members: Springer, Quimby and Griffin

Posted, Emailed & Distributed: 01/15/2016

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  
DECEMBER 17, 2015**

1. CALL TO ORDER AND ROLL CALL. Chair Springer called the meeting to order at 6:05 p.m. Committee members present: Springer and Griffin with Quimby arriving at 6:10 p.m. Absent: none. Others attending: Mayor Thompson, Police Chief Sorenson and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: MOTION: Moved by Springer, seconded by Griffin to table meeting minutes approval. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. UNFINISHED BUSINESS.
  - a. Gary Yerges, Public Works Director, Request For An Additional Full-Time Position – Tabled From A Prior Meeting. DISCUSSION: Hansen said Jefferson County Parks Director Joe Nehmer was interested in partnering with the City to provide low-cost lawn maintenance services for the City. He said Nehmer hires a large number of three-month and five-month seasonal employees; has efficient equipment and may be able to provide a competitive quote for services. Springer said Tom Holzhueter had expressed interest in future seasonal work on the athletic fields. Springer said no decision should be made until complete information is available. Mayor Thompson questioned Brian Schleif's light duty work. No action taken.
5. NEW BUSINESS
  - a. Payroll For November 2015 - \$64,244.94. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of general disbursements for the period listed and as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
  - b. General Disbursements – November 20, 2015 Through December 17, 2015. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of general disbursements for the period listed and as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
  - c. Treasurer's Report & Budget Reports For October & November 2015 MOTION: Moved by Quimby, seconded by Griffin to table report approval. VOICE VOTE: Motion carried.
  - d. Resolution 2015-37 2016 Nutrition Site Contract. DISCUSSION: Hansen said the contract amount was the same as the prior year and that the full cost was paid by the County. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approval of the resolution. VOICE VOTE: Motion carried.
  - e. Resolution 2015-36 2016 Insurance Provider Changes Based Upon Clerk/Treasurer's Recommendations. DISCUSSION: Hansen reviewed all handouts and noted a revised comparison chart after EMC sent new figures. The Committee reviewed a John Gibson email and other information including the Clerk/Treasurer's memo on the topic. MOTION: Moved by Quimby, seconded by Griffin to recommend to Council adoption of the resolution as presented. ROLL CALL VOTE: Ayes: Quimby, Springer and Griffin. Noes: none. Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. ## TIF review; ## List of service providers to review (focus on trash collection); ## Assessment review.
7. ADJOURNMENT. MOTION: Moved by Quimby, seconded by Griffin to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:40 p.m.

Attest:



Mo Hansen  
Clerk/Treasurer



WATERLOO FIRE & RESCUE  
900 INDUSTRIAL LANE  
WATERLOO, WISCONSIN 53594



DATE: December 10, 2015

TO: Morton Hansen  
Clerk/Treasurer

FROM: Vern L. Butzine, Fire Chief

RE: Holiday hours for Full-time Firefighter/EMT-I

As Fire Chief of the Waterloo Fire Department I am requesting, effective January 12, 2016, that the full-time Firefighter/EMT-I's have the same holiday schedule that the Public Works employees have, eliminating the 32 hour floating holiday hours that they receive now.

## Mo Hansen

---

**From:** Bill <bspringr@charter.net>  
**Sent:** Monday, December 21, 2015 5:27 PM  
**To:** 'Mo Hansen'  
**Subject:** RE: Vern's request for change in holiday schedule structure

Met with Vern and Lois she will have the draft ready for next finance and then also put on council. Just going to amend the employee handbook so the FD is same as PD specific days listed no floaters and must be used within the year earned.

Bill

---

**From:** Mo Hansen [mailto:cityhall@waterloowi.us]  
**Sent:** Monday, December 21, 2015 9:47 AM  
**To:** 'Bill'  
**Subject:** RE: Vern's request for change in holiday schedule structure

I'll research.  
-Mo

---

**From:** Bill [mailto:bspringr@charter.net]  
**Sent:** Monday, December 21, 2015 9:47 AM  
**To:** 'Mo Hansen' <cityhall@waterloowi.us>  
**Subject:** RE: Vern's request for change in holiday schedule structure

Yes put it on.....question as to why this wasn't brought up at budget meetings? Does it add additional days or is it the same amount of holiday time?

Bill

---

**From:** Mo Hansen [mailto:cityhall@waterloowi.us]  
**Sent:** Monday, December 21, 2015 8:41 AM  
**To:** bspringr@charter.net  
**Subject:** Vern's request for change in holiday schedule structure

Bill,  
Please see attached. Do you want this on the next Finance, Insurance & Personnel Committee agenda?  
-Mo