

**CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES – OPEN SESSION
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
November 17, 2011**

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Forman called the meeting to order at 6:00 p.m. Members present: Forman, Quimby and Cotting. Absent – none. Others present: Lois Baird, Connie Schiestl, Cecilia Wiltzius, Jeff Robbins, Dennis Sorenson, Tim Thomas, Maureen Giese, Nancy Dow, Karen Turley and Clerk/Treasurer Hansen.
2. **APPROVAL OF THE SEPTEMBER 15, 2011 OPEN AND CLOSED SESSION MEETING MINUTES, OCTOBER 20, 2011, OCTOBER 26, 2011 AND OCTOBER 31, 2011.** **Motion:** Moved by Forman, seconded by Cotting to table approval of meeting minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** ## Maureen Giese asked for clarification on several budget matters. She requested restoration of funding to the Historical Society.
4. **MISCELLANEOUS BUSINESS AND COMMUNICATIONS.** None.
5. **UNFINISHED BUSINESS.** None.
6. **NEW BUSINESS.**
 - a. **Resolution #2011-43 Authorizing The Carry Over Of 2011 Funds To 2012 For Unfinished Public Improvement Projects.** **Motion:** Moved by Forman, seconded by Quimby to recommend Council adoption. **Voice Vote:** Motion carried.
 - b. **Resolution #2011-44 Amending The 2011 Budget.** **Motion:** Moved by Forman, seconded by Quimby to recommend Council approval of the budget amendment resolution. **Voice Vote:** Motion carried.
 - c. **Government Accountability Standards Board Statement No. 54.** **Discussion:** Hansen reviewed the resolution. **Motion:** Moved by Cotting, seconded by Quimby to recommend Council approval with the note that the tense should be corrected in portions of the document. **Voice Vote:** Motion carried.
 - d. **Payroll For October 2011 - \$57,523.39.** **Motion:** Moved by Forman, seconded by Quimby to recommend approve of payroll as presented. **Voice Vote:** Motion carried.
 - e. **Pay Vouchers – October 21, 2011 – November 17, 2011.** **Motion:** Moved by Forman, seconded by Quimby to recommend approve of pay vouchers as presented. **Voice Vote:** Motion carried.
 - f. **Treasurer’s Report & Budget Report For October 2011.** **Motion:** Moved by Forman, seconded by Quimby to recommend approve of the reports as presented. **Voice Vote:** Motion carried.
 - g. **Payout Of Compensatory Time To Staff In The Clerk/Treasurer’s Office.** **Motion:** Moved by Cotting, seconded by Quimby to convene in closed session per Wis. Stat. 1985(1) (c). **Voice Vote:** Motion carried. The committee reconvened in open session with no action taken.
7. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**
 - a. Employee Handbook. Noted.
 - b. Audit Services Bid Process. Noted.
 - c. Addressing April 25, 2011 Email - Action Items. Noted.
8. **ADJOURN.** **Motion:** Moved by Cotting, seconded by Quimby to adjourn **Voice Vote:** Motion passed. Time: 6:55 p.m.

Attest:

Morton Hansen
Clerk/Treasurer