

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
May 17, 2012

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Springer called the meeting to order at 6:00 p.m. Members present: Springer, Cotting and Quimby. Absent – none. Others present: Mayor Thompson, Police Chief Thomas, Library Director Wiltzius, Wes Benisch, Eric Cotting, Herb Lenius, Maureen Giese and Clerk/Treasurer Hansen.
2. **APPROVAL OF MEETING MINUTES: APRIL 19, 2012. Motion:** Moved by Cotting, seconded by Quimby to table approval of the meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT. ##** Maureen Giese spoke in favor of funding for the Historical Society.
4. **UNFINISHED BUSINESS**
 - a. **Sanitary Sewer Report And City's Insurance Options – Additional Review Items. Discussion:** Verbal information from the Clerk/Treasurer on the concept of no-fault sanitary sewer led to the committee taking no further action on the topic.
 - b. **Salary Changes for Fire Department Officers (tabled from April). Discussion:** It was noted that the Fire Chief has submitted a \$500 increase for Assistant Chief Wes Benisch. **Motion:** Moved by Cotting, seconded by Quimby to approve the increase as requested by the Fire Chief. **Roll call vote:** Ayes: Springer, Quimby and Cotting. Noes: none. Motion carried.
5. **RECURRING BUSINESS**
 - a. **2013 Budget.** No action taken.
6. **NEW BUSINESS**
 - a. **Review And Action On Benefits For Employees Hired After December 31, 2012.** Noted to be taken up at a future meeting.
 - b. **Employee Handbook Review.** Noted to be taken up at a future meeting.
 - c. **Clerk/Treasurer's Office Accounting Software. Discussion:** Eric Cotting informed the committee of the methods used by the Clerk/Treasurer's office in recording accounting transactions. He questioned late reporting to the department by the Clerk/Treasurer's office. No action taken.
 - d. **Payroll For April 2012 - \$60,019.49. Motion:** Moved by Quimby, seconded by Cotting to recommend Council approval of payroll in the stated amount. **Roll call vote:** Ayes: Springer, Quimby and Cotting. Noes: none. Motion carried.
 - e. **Pay Vouchers – April 20, 2012 – May 17, 2012. Motion:** Moved by Quimby, seconded by Cotting to recommend Council approval of pay vouchers in the stated amount. **Roll call vote:** Ayes: Springer, Quimby and Cotting. Noes: none. Motion carried.
 - f. **Treasurer's Report & Budget Reports For April 2012. Motion:** Moved by Quimby, seconded by Cotting recommend approval of reports as presented. **Roll call vote:** Ayes: Springer, Quimby and Cotting. Noes: none. Motion carried.
 - g. **Waterloo Fire Department Personnel Briefing**

The Finance Committee met in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over the governmental body has jurisdiction or exercises responsibility." **Motion:** Moved by Springer, seconded by Cotting to convene in closed session. **Voice vote:** Motion carried. Upon reconvening in open session, no action was taken.
7. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**
 - a. **Audit Services Bids.** Noted.
 - b. **Economic Development Services Contract.** Noted.
8. **ADJOURN. Motion:** Moved by Quimby, seconded by Cotting to adjourn **Voice Vote:** Motion passed. Time: 6:59 p.m.

Attest:

Morton Hansen
Clerk/Treasurer