

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
July 19, 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: Police Chief Thomas, Library Director Wiltzius, Mitch Leisses of Kunkel Engineering, Maureen Giese and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES: JUNE 21, 2012. Motion:** Moved by Cotting, seconded by Quimby to approve the June 21, 2012 meeting minutes as presented. **Voice vote:** Motion carried.
3. **CITIZEN INPUT. ##** Chief Thomas said he was having problems with squad radio switching boxes and was comparing buying new versus fixing them. He estimated the cost to replace would be \$20,000. He sought the committee's input. Springer said if it is an emergency they should be replaced; referencing emergency siren dollars as a potential source of dollars. Springer said to replace all three at one time. Quimby said get a quote for all three. She was interested in seeing expenditure options.
4. **UNFINISHED BUSINESS**
 - a. **Sanitary Sewer Report And City's Insurance Options – Additional Information Request.** No action taken with Cotting asking that the item be removed from the agenda.
 - b. **2013 Budget. Note:** Springer said August 16th would be the next meeting to focus on the budget. No action taken.
 - c. **Employee Handbook. Note:** The committee was waiting on updates from the attorney. The item was to be placed back on the agenda at such time as a revised draft was available.
5. **NEW BUSINESS**
 - a. **Review Of Audit Services Submitted Bids. Discussion:** Hansen reviewed the proposal and noted August as a follow-up time.
 - b. **Replacing Pneumatic Door Operators, Municipal Building Main Entrance. Motion:** Moved by Quimby, seconded by Cotting to pay for repairs out of the contingency line item. **Roll call vote:** Ayes: Springer, Quimby and Cotting. Noes: none. Motion carried.
 - c. **Payroll For May, 2012 - \$69,123.23. 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.
 - d. **Pay Vouchers – June 22 – July 19, 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.
 - e. **Treasurer's Report & Budget Reports For June 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.
 - f. **120 West Madison Street – Defining The Scope Of Work For Improvements Related To The Proposed Demolition. Discussion:** Leisses reviewed estimates for demolition and general site preparation relating to the adjacent properties. Cotting asked what our legal obligation was to the adjacent property owners if the structure was removed. Quimby said property owners should be in compliance. Cotting noted the sum of estimated dollars needed for the project. By consensus it was determined that the item was to be taken back up at a future meeting.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**
 - a. **##** A meeting with John Andres of Baker Tilly was noted for August 16th.
7. **ADJOURN. Motion:** Moved by Quimby, seconded by Cotting to adjourn. **Voice Vote:** Motion passed. Time: 6:59 p.m.

Attest:

Morton Hansen, Clerk/Treasurer