

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
November 15, 2012

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Springer called the meeting to order at 6:00 p.m. Members present: Springer, Quimby and Cotting. Absent – none. Others present: Mayor Thompson, Library Director Cecilia Wiltzius, Assessor John Spies, Maureen Giese and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES. Motion:** Moved by Springer, seconded by Cotting to table the approval of meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **2013 Budget.** No action taken.
5. **NEW BUSINESS**
 - a. **Resolution #2012-48 Entering Into An Agreement For Assessment Services. Motion:** Moved by Quimby, seconded by Cotting to accept the Assessor's and Clerk/Treasurer's recommendation and to recommend to Council adoption of Resolution #2012-48, awarding the work to Associated Appraisal Consultants Inc. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
 - b. **Resolution #2012-49 Authorizing The Purchase Of Land At 203 East Madison Street. Motion:** Moved by Quimby, seconded by Cotting to table the resolution until a later date. **Voice vote:** Motion carried.
 - c. **Resolution #2012-50 Entering Into An Agreement To Perform Petroleum Contamination Assessment And Remediation Tasks With Midwest Engineering Services Assigned To Act As Agent. Motion:** Moved by Quimby, seconded by Springer to recommend Council adoption of the resolution as presented. **Voice vote:** Motion carried.
 - d. **Scheduling Of Public Acknowledgments For Service To The City.** Noted.
 - e. **Compensation for Alcohol Purchases While On City Business Not Allowed. Discussion:** Thompson questioned the need for a policy saying the Clerk/Treasurer repeatedly raised issues related to alcohol. Springer said section 8.18 of the drafted revised handbook as sufficient. **Motion:** Moved by Springer, seconded by Quimby to table the matter. **Voice vote:** Motion carried.
 - f. **Payroll For October, 2012 - \$59,811.35. Motion:** Moved by Quimby, seconded by Cotting to recommend Council approval of payroll in the stated amount. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
 - g. **Pay Vouchers – October 19, 2012 through November 15, 2012. Motion:** Moved by Quimby, seconded by Cotting to recommend Council approval of pay vouchers in the stated amount. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
 - h. **Treasurer's Report & Budget Reports For October 2012. Motion:** Moved by Quimby, seconded by Cotting to recommend Council approval of the reports as presented. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
7. **ADJOURN. Motion:** Moved by Quimby, seconded by Cotting to adjourn **Voice Vote:** Motion passed. Time: 6:45 p.m.

Attest:

Morton Hansen
Clerk/Treasurer