

CITY OF WATERLOO -- FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
December 19, 2013 6:00 p.m.

1. **CALL TO ORDER AND ROLL CALL.** Mayor Thompson in Alderperson Springer's absence called the meeting to order at 6:00 p.m. Members present: Cotting and Quimby. Absent – Springer. Others present: Police Chief Thomas and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Cotting, seconded by Quimby to table approval of meeting minutes as none were presented. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **COMMUNICATION TO THE COMMITTEE.** None.
5. **UNFINISHED BUSINESS**
 - a. **Review Of Sanitary Sewer Rates.** **Motion:** Moved by Cotting, seconded by Quimby to refer the matter to the Utility Commission for study and consideration. **Voice vote:** Motion carried.
6. **NEW BUSINESS**
 - a. **Payroll For November - \$57,471.82.** **Motion:** Moved by Cotting, seconded by Quimby to approve payroll in the stated amount. **Roll call vote:** Ayes: Cotting and Quimby. Noes: none with Springer absent. Motion carried.
 - b. **Pay Vouchers – November 22, 2013 Through December 19, 2013.** **Motion:** Moved by Quimby, seconded by Cotting to approve pay vouchers as presented. **Roll call vote:** Ayes: Cotting and Quimby. Noes: none with Springer absent. Motion carried.
 - c. **Treasurer's Report & Budget Reports For November 2013.** **Motion:** Moved by Quimby, seconded by Cotting to approve the reports as presented. **Roll call vote:** Ayes: Cotting and Quimby. Noes: none with Springer absent. Motion carried.
 - d. **Options To Lower Insurance Premiums For Umbrella Insurance Limit and Property Insurance Deductible.** **Discussion:** Hansen reviewed a handout recommending options to increase the property deductible from \$1,000 to \$10,000 and to change the umbrella limit from \$5,000,000 to \$4,000,000. **Motion:** Moved by Quimby, seconded by Cotting to direct the Clerk/Treasurer to implement the insurance premium changes as recommended. **Roll call vote:** Ayes: Cotting and Quimby. Noes: none with Springer absent. Motion carried.
 - e. **Amending The 2013 Budget Allowing For Transfers-In To Fund 400 (Capital Projects).** **Discussion:** Hansen reviewed a handout first submitted during the 2014 budget deliberations proposing to transfer dollars such that the capital fund has a positive fund balance for the yearend 2013. **Motion:** Moved by Quimby, seconded by Cotting to direct the Clerk/Treasurer to draft a 2013 budget amendment for final Council consideration as outlined in the handout. **Roll call vote:** Ayes: Cotting and Quimby. Noes: none with Springer absent. Motion carried.
 - f. **Resolution #2013-61 Renewal Of An Agreement Between The City Of Waterloo And D & D Cleaning, LLC For Cleaning Of The Municipal Building, The Library And The Maunasha Business Center.** **Discussion:** Hansen noted that the resolution specifies that a 2% increase would be allocated to the Library. **Motion:** Moved by Quimby, seconded by Cotting to recommend Council adoption of the resolution as presented. **Voice vote:** Motion carried.
7. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** # Quimby noted a preference for meetings to start at 6:30 p.m.
8. **ADJOURNMENT.** **Motion:** Moved by Cotting, seconded by Quimby to adjourn. **Voice Vote:** Motion passed. Time: 6:30 p.m.

Attest:

Mo Hansen, Clerk/Treasurer