

CITY OF WATERLOO -- FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
March 20, 2014 5:45 p.m.

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Springer called the meeting to order at 5:45 p.m. Members present: Springer and Cotting. Absent – Quimby. Others present: Mayor Robert Thompson and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Cotting, seconded by Springer to table the matter of approval of previously unapproved meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **Economic Developer Director.** Cotting explained that Cuba City and Mount Horeb did a hybrid position involving a City Administrator and a Recreation Director. We don't have a City Administrator here so we would have to create it ourselves. Cotting felt that Waterloo could not be compared to either of the municipalities due to the difference in governmental structure.
5. **NEW BUSINESS**
 - a. **Ordinance #2014-04 Repealing Chapter §313 Soda Water Beverages Of The Municipal Code Relating To Requiring Soda Water Licenses And A License Fee.** **Motion:** Moved by Cotting, seconded by Springer to adopt Ordinance #2014-04 as presented. **Roll call vote:** Ayes: Cotting and Springer. Noes: none with Quimby absent. **Motion carried.**
 - b. **Payroll For February- \$54,409.66.** **Motion:** Moved by Springer, seconded by Cotting to approve payroll in the stated amount. **Roll call vote:** Ayes: Cotting and Springer. Noes: none with Quimby absent. **Motion carried.**
 - c. **Pay Vouchers – February 21, 2014 Through March 20, 2014.** **Motion:** Moved by Springer, seconded by Cotting to approve pay vouchers as presented. **Roll call vote:** Ayes: Cotting and Springer. Noes: none with Quimby absent. **Motion carried.**
 - d. **Authorizing The Acceptance Of Federal Home Loan Bank Of Chicago Letters Of Credit For Collateralization Of Municipal Deposits With Farmer's & Merchants State Bank.** **Discussion:** Clerk/Treasurer Hansen explained the reason for the agenda item. **Motion:** Moved by Cotting, seconded by Springer to approve authorization of the acceptance of Federal Home Loan Bank of Chicago Letters of Credit for Collateralization of Municipal Deposits with Farmer's & Merchants State Bank. **Roll call vote:** Ayes: Cotting and Springer. Noes: none with Quimby absent. **Motion carried.**
 - e. **Renewal Of An Agreement With Ehlers Investment Partners LLC As An Investment Advisor.** **Discussion:** Clerk/Treasurer Hansen explained the renewal with Ehlers Investment Partners LLC and recommended termination of the agreement. Mayor Thompson was concerned about the Clerk/Treasurer Office's work load if this agreement was terminated to which Hansen explained it should not be a problem. **Motion:** Moved by Springer, seconded by Cotting to terminate the renewal of the agreement with Ehlers Investment Partners LLC as the investment advisor on a trial basis. **Discussion:** Mayor Thompson requested a time limit for the trial basis until January 1, 2015. **Motion:** Moved by Springer, seconded by Cotting to amend the previous motion to not renew the agreement with Ehlers Investment Partners LLC on a trial basis until January 2015. **Roll call vote:** Ayes: Cotting and Springer. Noes: none with Quimby absent. **Motion carried.**
 - f. **Independent Inspections Ltd. – Building Inspection Service Fee Increase.** Clerk/Treasurer Hansen explained that Independent Inspections Ltd. was looking to increase fees. He suggested putting the building inspection service out for bid to see if they would come back with lower prices or the same prices as did Virchow Krause and Advanced Disposal when those services were put out for bid. **Motion:** Moved by Springer, seconded by Cotting to contact Independent Inspections Ltd. and advise them the City will be going to Council for approval to seek other contractors. **Roll call vote:** Ayes: Cotting and Springer. Noes: none with Quimby absent. **Motion carried.**
 - g. **Tax Incremental Finance Review.** No report prepared. **Motion:** Moved by Springer, seconded by Cotting to table the Tax Incremental Finance Review. **Roll call vote:** Ayes: Cotting and Springer. Noes: none with Quimby absent. **Motion carried.**

- h. **Authorizing A Summer Schedule For The Department Of Public Works (4 day 40 hr work week, Mon-Thur, April 14, 2014 to October 10, 2014).** **Discussion:** The committee was under the impression the summer schedule was a ongoing yearly item. Clerk/Treasurer Hansen recited from the Handbook. **Motion:** Moved by Springer, seconded by Cotting to permit Gary Yerges, Public Works Director to staff his personnel according to the Employee Handbook as he sees fit annually. **Roll call vote:** Ayes: Cotting and Springer. Noes: none with Quimby absent. **Motion carried.**
- i. **An Annual Finance, Insurance & Personnel Organizational Calendar.** Clerk/Treasurer Hansen circulated a calendar for members to enter recurring items for the new members and the public to see what activities the committee will be reviewing annually.

6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.

- a. **Review Of Sanitary Sewer Rates (Referred To The Waterloo Water & Light Commission).** Nothing has been received from Eugene Weihert, Utility Superintendent. Mayor Thompson said the request was asking if the Waterloo Water & Light Commission wanted to review the Sanitary Sewer Rates not a study done by Virchow Krause.
#Mayor Thompson asked if there were any other licenses that could be repealed, such as cigarette licenses. Clerk/Treasurer Hansen responded that there are regulatory needs for certain licenses.
#Mayor Thompson mentioned that Chief Sorenson would like the committee to look at filling the full time position that was created when he was promoted. Clerk/Treasurer Hansen was instructed to place the item on the next Public Safety & Health Committee agenda.

- 7. ADJOURNMENT. Motion:** Moved by Cotting, seconded by Springer to adjourn. **Voice Vote:** Motion passed. Time: 6:30 p.m.

Attest:

Mo Hansen, Clerk/Treasurer