

CITY OF WATERLOO -- FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
April 17, 2014 6:30 p.m.

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Springer called the meeting to order at 6:30 p.m. Members present: Springer and Quimby. Absent – none with one vacancy. Others present: Mayor Robert Thompson, Ronald Griffin and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Quimby, seconded by Springer to table previously unapproved meeting minutes at which time they are ready. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **Economic Developer Director.** Mayor Thompson said there is no immediate need for this position to be filled. The item should be taken off the agenda until such time that it would be needed.
 - b. **Sanitary Sewer Rates Review (Summary From Water & Light Superintendent).** Clerk/Treasurer Hansen informed the committee of the one page spreadsheet. He reported that Gene mentioned that rates were increased January 1, 2013 and felt another increase was not needed at this time. The committee did discuss the sanitary sewer rate review at length.
5. **NEW BUSINESS**
 - a. **Payroll For March - \$57,118.25.** **Motion:** Moved by Quimby, seconded by Springer to approve payroll in the stated amount. **Roll call vote:** Ayes: Quimby and Springer. Noes: none with one vacancy. **Motion carried.**
 - b. **Pay Vouchers – March 21, 2014 Through April 17, 2014.** **Motion:** Moved by Quimby, seconded by Springer to approve pay vouchers as presented. **Roll call vote:** Ayes: Quimby and Springer. Noes: none with one vacancy. **Motion carried.**
 - c. **Treasurer's Report & Budget Reports For January, February and March 2014.** **Motion:** Moved by Quimby, seconded by Springer to approve the Treasurer's Reports and Budget Reports as presented. **Roll call vote:** Ayes: Quimby and Springer. Noes: none with one vacancy. **Motion carried.**
 - d. **Budget Report – Final For 2013 After Audit**
 - e. **Wisconsin League Of Municipalities Annual Conference, October 15, 16 & 17.** Mayor Thompson suggested the entire council to attend the conference this year which is at the Marriott in Madison. He felt that everyone would benefit from the conference. He would have to arrange financing and the second council meeting in October would need to be rearranged. The conference itself is not that expensive, the rooms would be the most expense. The monies should be able to be taken from the TIF dollars.
 - f. **Community Development Authority Request For Planning Dollars For Development Of A Trailhead Parking Lot At 203 East Madison Street.** Clerk/Treasurer Hansen reported that the CDA the other night and last month made mention to this item. They had requested \$2,000 for a concept plan for the former Knapton property. The concept plan can be done for \$600 by McKay Nursery. **Motion:** Moved by Quimby, seconded by Springer to recommend to council the request of \$600.00 from the contingency fund for the CDA for planning dollars for development of a trailhead parking lot at 204 E. Madison Street. **Roll call vote:** Ayes: Quimby and Springer. Noes: none with one vacancy. **Motion carried.**
 - g. **Designating Part-Time Police Officer Tracy Thom As A Full-Time Officer.** Springer pointed out that the item should read “appointing” not designating. Chief Sorenson informed the committee that the department was short one officer since January and will be down another as of April 18. **Motion:** Moved by Springer, seconded by Quimby to recommend to council to appoint Tracy Thom as full-time officer. **Roll call vote:** Ayes: Quimby and Springer. Noes: none with one vacancy. **Motion carried.**
 - h. **Granting Municipal Approval For An Exception To An Agreement In Place With The Firemen's Park Trustees (Waterloo Honorary Fire Department) For The Purpose Of Expending \$10,385.18 From The Trustees Of the Waterloo Fire Department Agency Fund 820 (Shoe Factory Building Fund) To Purchase Mowing Equipment.** Mayor Thompson felt it appropriate for the Trustees to be granted the funds even though it is not really “improvements of the park”. He felt mowing equipment was essential to the improvements. **Motion:** Moved by Springer, seconded by Quimby to allow the Trustees to spend the said amount, \$10,385.18, from the Shoe Factory Building Fund to purchase the mowing equipment. **Roll call vote:** Ayes: Quimby and Springer. Noes: none with one vacancy. **Motion carried.**

6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.

- a. **Tax Incremental Finance Review.** No new information.
- b. **Finance, Insurance & Personnel Organizational Calendar.** Informational.
- c. **Request For Proposal – Building Inspection Services.**

#Springer reminded everyone about the August 1 deadline for budget submittals.

- 7. ADJOURNMENT. Motion:** Moved by Quimby, seconded by Springer to adjourn. **Voice Vote:** Motion passed.
Time: 6:57 p.m.

Attest:

Mo Hansen, Clerk/Treasurer