

CITY OF WATERLOO -- FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
September 18, 2014 5:30 p.m.

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Springer called the meeting to order at 5:30 p.m. Members present: Springer, Quimby and Griffin. Absent – none. Others present: Mayor Thompson, Police Chief Sorenson, Vern Butzine, Wes Benisch, Kurt Dornacker, Tim Thomas and Interim Clerk/Treasurer Baird.

2. **CITIZEN INPUT.** None.

3. **UNFINISHED BUSINESS**

a. **2015 Budget – Review Police Department Submittal, Fire Department Budget Re-submittals and all other Portions of the Municipal Budget.**

Springer stated during the 2014 budget process it was decided that the salary for the position of Police Chief was to be a zero percent increase and the Lieutenant was to receive a \$1,000.00 increase to make the gap between the two positions closer. Due to a clerical error the position of Police Chief and the Lieutenant both received a 3% increase for 2014, making the Police Chief's annual wage \$66,206.69 and the Lieutenant's annual wage \$62,153.50. This defeated the effort to bring the gap closer. The 2015 budget should have a 0% increase for both positions.

The Mayor stated he is proposing a zero percent wage increase for all non-represented employees.

The Fire Department resubmitted a 2015 budget with a decrease of \$12,000.00. The radio repair account was decreased by \$6,000.00, there were two line items for professional dues so one was eliminated and fire inspection services were decreased by \$4,540.00. The Fire Department was able to purchase radios from the Watertown Fire Department this year at a savings, but will need to purchase pagers next year. Next year the Fire Department will also be able to save money by having Fire Department personnel recheck some of the fire inspection violations. The Fire Department can report to the townships at the annual meeting (10-20-2014) that the budget will stay the same as 2014; the only difference is the change in the equalized value percentage for each township.

Next budget meeting will be held Thursday, October 2, 2014 at 5:00 p.m.

4. **NEW BUSINESS**

- a. **Payroll for July – \$57,995.02. Motion:** Moved by Quimby, seconded by Griffin to approve the payroll in the amount of \$57,995.02. Roll call vote: Ayes: Quimby, Griffin and Springer. Noes: none. Motion passed unanimously.
- b. **Pay Vouchers – August 22, 2014 Through September 18, 2014. Motion:** Moved by Quimby, seconded by Griffin to approve the pay vouchers in the amount of \$1,187,813.32. Roll call vote: Ayes: Quimby, Griffin and Springer. Noes: none. Motion passed unanimously.
- c. **Treasurer's Report & Budget Reports for August 2014.** Moved by Quimby, seconded by Griffin to table the treasurer's report and budget report for August, 2014. Roll call vote: Ayes: Quimby, Griffin and Springer. Noes: none. Motion passed unanimously.
- d. **Police Department Request – 2014 Budget Transfer from Salary/Wages to Defibrillator Equipment Purchase. Motion:** Moved by Springer, seconded by Quimby to approve the budget transfer from the wage account to purchase defibrillator equipment in the amount of \$6,056.40. Roll call vote: Ayes: Quimby, Griffin and Springer. Noes: none. Motion passed unanimously.
- e. **Resolution #2014-40 Building Inspection Service Fee Increase. Motion:** Moved by Quimby, seconded by Griffin to recommend to the Council to approve Resolution #2014-40, building inspection service fee increases, effective September 19, 2014. Roll call vote: Ayes: Quimby, Griffin, Springer. Noes: none. Motion passed unanimously.
- f. **Request For Proposal – Building Inspection Services. Motion:** Moved by Quimby, seconded by Springer to table the RFP process until the 2016 budget process. Voice Vote: Motion passed.
- g. **Economic Development Consulting Services. Motion:** Moved by Quimby, seconded by Griffin to table the economic development consulting services until the Clerk/Treasurer position is filled. Voice Vote: Motion passed.

5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.

a. 2015 Budget Schedule and Organizational Calendar

6. ADJOURNMENT.

Motion: Moved by Quimby, seconded by Griffin to adjourn. Voice Vote: Motion passed.

Time: 6:40 p.m.

Attest:

Lois A.M. Baird
Interim Clerk/Treasurer