

**CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES**  
**January 19, 2017**

1. CALL TO ORDER AND ROLL CALL. The meeting was called to order at 6:30 p.m. Members present: Quimby & Griffin. Absent: Springer. Also attending: Mayor Thompson and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: Previously Unapproved Minutes. MOTION: Moved by Quimby, seconded by Griffin to table meeting minute approval until such time as they are prepared. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. NEW BUSINESS
  - a. Payroll For December 2016 - \$83,792.87. MOTION: Moved by Griffin, seconded by Quimby to recommend Council approval of payroll. VOICE VOTE: Motion carried.
  - b. General Disbursements – December 16, 2016 Through December 31, 2016. MOTION: Moved by Griffin, seconded by Quimby to recommend Council approval of general disbursements. VOICE VOTE: Motion carried.
  - c. General Disbursements – January 1, 2017 Through January 19, 2017. MOTION: Moved by Griffin, seconded by Quimby to recommend Council approval of general disbursements. VOICE VOTE: Motion carried.
  - d. Treasurer's Report & Budget Reports For December 2016. MOTION: Moved by Griffin, seconded by Quimby to recommend Council report acceptance. VOICE VOTE: Motion carried.
  - e. Public Works Director's Recommendation Promoting Chris Hauptli To The Position Of DPW Worker III. MOTION: Moved by Griffin, seconded by Quimby to recommend to the Council the promotion of Chris Hauptli as listed in the agenda. VOICE VOTE: Motion carried.
  - f. Review Of 2017 Insurance Renewal. DISCUSSION: Hansen reviewed insurance modifications put in place as of 1/1/2017. They included increasing the deductible for property loss from \$10,000 to \$25,000. He said a thorough property valuation for insurance purposes was completed in late 2016 and the property value increased dramatically from the 2016 listing because figures had not been updated in many years. He said the carrier lowered the insurance rate to mitigate an increase in premium. Hansen said he notified department heads that individual funds would have to cover the deductible in a property loss claim situation. Griffin questioned why the matters were not brought before the committee prior to 1/1/2017. Hansen said the budget process and the timing of the 2016 property valuations compressed the renewal consideration window considerably. No action taken.
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Review Of Clerk/Treasurer's Office Cross-Training – May 2017
  - b. At the request of the Clerk/Treasurer committee members agreed to meet next on February 2<sup>nd</sup> for a brief meeting.
6. ADJOURNMENT. MOTION: Moved by Griffin, seconded by Quimby to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:50 p.m.

Attest:



Mo Hansen  
Clerk/Treasurer