

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
March 16, 2017

1. CALL TO ORDER AND ROLL CALL. Alderperson Springer called to order at 6:00 p.m. Members present: Springer, Quimby & Griffin. Absent: none. Also attending: Tim Thomas and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: February 16, 2017. MOTION: Moved by Griffin, seconded by Quimby to approve the minutes as presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. PROJECT UPDATES
 - a. Hiring An Assistant Clerk/Treasurer. DISCUSSION: Hansen provided an update saying Mike Kawula was contemplating an offer which the Mayor had reviewed. Hansen said he would extend an offer to the 2nd prospective candidate if Kawula declined the offer.
 - b. Maunsha Business Center, Lowering Operating Expenses. DISCUSSION: Hansen said Tucker's Driving Academy was recruited by the Milwaukee Mayor's office and has moved to suburban Milwaukee and is no longer leasing the space. He said Tucker owes rent. He said a 2nd meter has yet to be installed for the lower level.
 - c. 2017 Audit Update. DISCUSSION: Hansen said the Baker Tilly audit report may be delayed due to the death of lead auditor Jeni Steiner. Springer asked that the audit review take place at the Council level and not at the Committee separately.
5. NEW BUSINESS
 - a. Payroll For February 2017 - \$62,028.60. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approve payroll in the stated amount. VOICE VOTE: Motion carried.
 - b. General Disbursements – February 17, 2017 Through March 16, 2017. MOTION: Moved by Quimby, seconded by Griffin to recommend Council approve disbursements in the stated amount. VOICE VOTE: Motion carried.
 - c. Treasurer's Report & Budget Reports For January & February 2017. MOTION: Moved by Quimby, seconded by Griffin to table report approval until such time as they are done. VOICE VOTE: Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Review Of Clerk/Treasurer's Office Cross-Training – May 2017
 - b. Making Public A Request For Proposals For Assessment Services
 - c. Identifying Funding For Additional Salt Purchases
7. ADJOURNMENT. MOTION: Moved by Griffin, seconded by Quimby to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:15 p.m.

Attest:



Mo Hansen
Clerk/Treasurer