

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
March 18, 2021 – OPEN SESSION

1. CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 5:30 p.m. Members present: Thomas, Kuhl & Rhynes. Absent: none. Those also participating remotely or in-person: Tim Haldiman; Larry Holtzhueter; Jim Beyer; Mayor Quimby; Fire Chief Benisch; Police Chief Sorenson; Utility Superintendent Barry Sorenson; Public Works Director Chad Yerges; Assistant Public Works Director Chris Hauptli and Clerk/Treasurer Hansen.
2. APPROVAL OF February 18, 2021 MEETING MINUTES. MOTION: Moved by Kuhl, seconded by Rhynes to approve the minutes. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. UNFINISHED BUSINESS
 - a. 2022 Budget Deliberations. DISCUSSION: The Mayor said better tools were needed to carry out two-year budgeting. In reply to the Thomas question for why the City should revert to annual budgeting, Hansen said there were too many unknowns including state funding. Rhynes said budgetary unknowns, unplanned equipment breakdowns and similar make it difficult. He said staff should step back, plan things out and consider getting two-year budgeting rolling later. MOTION: Moved by Kuhl, seconded by Rhynes to recommend to Council rescinding the prior ordinance initiating two-year budgeting with an ordinance draft to be presented to Committee members prior to its City Council presentation. VOICE VOTE: Motion carried.
 - b. Review Of Performance And Department Activities - Fire Chief. [Note: the body is scheduled to meet in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over the governmental body has jurisdiction or exercises responsibility."] MOTION: Moved by Kuhl, seconded by Rhynes to convene in closed session. VOICE VOTE: Motion carried. [NOTE: At the conclusion of the closed session the body momentarily reconvened taking no action.]
5. NEW BUSINESS
 - a. Review Of Performance And Department Activities – Clerk/Treasurer. [Note: the body is scheduled to meet in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over the governmental body has jurisdiction or exercises responsibility."] MOTION: Moved by Kuhl, seconded by Rhynes to convene in closed session. VOICE VOTE: Motion carried. [NOTE: At the conclusion of the closed session the body reconvened taking no action. The time was 6:40 pm]
 - b. February Financial Statements. MOTION: Moved by Kuhl, seconded by Rhynes to recommend Council approval of items i, ii & iii. ROLL CALL VOTE: Ayes: Kuhl, Thomas and Rhynes. Noes: none. Motion carried.
 - i. General Disbursements, \$1,593,541.27
 - ii. Payroll, \$67,540.09
 - iii. Preliminary Treasurer's Report & Budget Reports
 - c. Oak Hill Cemetery Update - Tim Haldiman, Larry Holtzhueter & Jim Beyer (last update 2017). DISCUSSION: Jim Beyer provided several handouts at the meeting. He outlined Oak Hill Cemetery Association financial performance for prior years. He described four options: (1) the association runs out of money and the City becomes responsible for the cemetery; (2) the City allocate funds to the Association to fill a funding cap; (3) the city takes over responsibility of the cemetery in its current financial situation; and (4) the City takes over responsibility of snow removal. Mayor Quimby said the City would look at the situation. Asked how critical the situation was, Beyer replied ASAP.
 - d. Fire Department Radios, Fire Chief Request For Radio Purchasing Modifications. MOTION: Moved by Kuhl, seconded by Rhynes to table until 4/1 at 5:30 pm VOICE VOTE: Motion carried.
 - e. Resolution #2021-07 Updating The Municipal Employee Handbook. MOTION: Moved by Kuhl, seconded by Rhynes to table item, noting that it was also on the Council agenda. VOICE VOTE: Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Comprehensive Plan Update Process Is In Progress. Noted.
 - b. Committee Calendar. Noted
7. ADJOURNMENT. MOTION: Moved by Kuhl, seconded by Rhynes to adjourn. VOICE VOTE: Motion carried. The time was approximately 6:58 pm.

Mo Hansen

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Clerk/Treasurer