



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

PUBLIC NOTICE OF A COMMITTEE MEETING OF THE CITY OF WATERLOO COMMON COUNCIL

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and news media, that a public meeting will be held to consider the following:

COMMITTEE: FINANCE, INSURANCE & PERSONNEL COMMITTEE
DATE: January 18, 2024
TIME: 6:00 p.m.
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES: December 21, 2023
- 3) PUBLIC COMMENT (3 Minute Time Limit)
- 4) OLD BUSINESS
 - a) Parks Purchase of Radio Equipment for Vehicle
- 5) NEW BUSINESS
 - a) December 2023 Financial Statements: Payroll \$ 107,936.04, General Disbursements \$ 324,096.60 and Clerk/Treasurer's Reports[[see on municipal website](#)]
 - b) Funding for Parks Vehicle
- 6) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 7) ADJOURNMENT

Jeanne Ritter
Clerk/ Deputy Treasurer

Committee Members: Thomas, Weihert and Kuhl

Posted, Emailed & Distributed: 1/12/2024

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noted. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

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

December 21, 2023

[a digital recording of this meeting also serves as the official record]

- 1) CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 6:00 p.m. Members in person: Thomas, Weihert and Kuhl. Remote: none. Absent: none. Others attending in person or remote: Mayor Quimby; Treasurer Nelson; DPW Director Yerges; Police Chief Sorenson; Utilities Superintendent Sorenson, J Butzine and Clerk Ritter.
- 2) APPROVAL OF MEETING MINUTES: November 16, 2023 Motion [Kuhl/Weihert] VOICE VOTE: Motion carried.
- 3) PUBLIC COMMENT (3 Minute Time Limit) none
- 4) OLD BUSINESS - none
- 5) NEW BUSINESS
 - a) November 2023 Financial Statements: Payroll \$132,974.66 , General Disbursements \$104,781.60 and Clerk/Treasurer's Reports[[see on municipal website](#)] Motion [Kuhl/Weihert] VOICE VOTE Motion carried.
 - b) Review and Council Recommendation 2024 Insurance Renewal League of Municipalities Mutual Insurance Company, Invited Paul Lessila with R&R Insurance Informational
 - c) Park Purchase of Radio Equipment Tabled [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - d) Fire Department Tender 95 Repairs Needed - Informational
 - e) DPW Furnace Motion to recommend to Council. [Weihert/Thomas] Motion carried.
 - f) Associated Appraisal Consultants Contract – Motion to take extra \$14,000 from Contingency fund after attorney approval [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - g) Lateral Entry into Waterloo PD – Compensation discussion [NOTE: Finance may meet in closed session per Wis. Stat. 19.85 (1)(c) “considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Council will reconvene in open session.] Hiring bonus for new officer is approved. \$2500 on 1st check and \$2500 after successfully completing one year. If unable to complete 1st year any bonus paid out would be due back to the City of Waterloo. Motion [Kuhl/Weihert] VOICE VOTE: Motion carried.
- 6) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 7) ADJOURNMENT. MOTION: [Kuhl/Weihert] To adjourn. VOICE VOTE: Motion carried. Approximate time 6: 53pm

Jeanne Ritter
Clerk/Deputy Treasurer

City of Waterloo Finance, Insurance & Personnel Committee -- Annual Calendar

revised: 08/21/2023

- Meeting night: 3rd Thursday of month at 6:00 pm
- Monthly recurring: review of disbursements, payroll, and treasurer's reports

JANUARY
<input type="checkbox"/> Review of Department Heads as needed. <input type="checkbox"/> Audit Prep
FEBRUARY
<input type="checkbox"/> Audit
MARCH
<input type="checkbox"/> Fee Schedule Review
APRIL
<input type="checkbox"/> § 53-12 Review of debt schedules & debt refunding opportunities. <input type="checkbox"/> Audit Presentation third Thursday
MAY
<input type="checkbox"/> Addressing items raised in financial audit. <input type="checkbox"/> Resolution for carryover after audit is complete
JUNE
<input type="checkbox"/> Mayor's Budget start date; build Council consensus for budget policy objectives; practice two-year budgeting. <input type="checkbox"/> Tax Incremental Finance Districts, review. <input type="checkbox"/> WPPA Contract multi-year contract, renewal (when applicable) 2024-26
JULY
<input type="checkbox"/> Addressing items raised in worker compensation audit. <input type="checkbox"/> Review and recommend Current Year Budget Amendment #1 (Jan. – June)
AUGUST
<input type="checkbox"/> Budget deliberation.
SEPTEMBER
<input type="checkbox"/> § 53-14 Updating capital improvement plan. <input type="checkbox"/> Budget deliberation.
OCTOBER
<input type="checkbox"/> Initial review of calendar year insurance renewal policies. <input type="checkbox"/> Final Committee budget recommendation to full City Council.
NOVEMBER
<input type="checkbox"/> Final review of calendar year insurance renewal policies.
DECEMBER
<input type="checkbox"/> Review and recommend Current Budget Amendment #2 (July – Dec.)