

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

December 15, 2022

[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 6:02 p.m. Members in person or remote: Thomas, Weihert and Kuhl. Absent: none Other attending in person or remote: Mayor Quimby; Police Chief Sorenson; Deputy Clerk/Treasurer Nelson; City Clerk Ritter; Fire Chief Benisch; Asst. Fire Chief Butzine and R&R Insurance Paul Lessila.
2. APPROVAL OF MEETING MINUTES: Motion to approve Meeting November 17, 2022 MOTION: [Kuhl/Thomas] to approve all meeting minutes as listed. VOICE VOTE: Motion carried. Abstain Weihert.
3. PUBLIC COMMENT Fire Chief Benisch explained there was a power surge of some type at the Fire Department. They are currently working on quotes to repair damage. Parts are looking to be \$3200-\$3300. L. Nelson to work with insurance on claim.
4. OLD BUSINESS none
5. NEW BUSINESS
 - a. Review and Council Recommendation 2023 Insurance Renewal League of Municipalities Mutual Insurance Company, Invited Paul Lessila with R&R Insurance. MOTION [Kuhl/Weihert] to recommend to council to approve Insurance package from R&R Insurance. \$142,184. VOICE VOTE: Motion carried.
 - b. Internal Procedure for Wire Transfers Working on draft of procedures. Procedures should be in place regardless of use. Would like to see this as a Resolution/Policy.
 - c. November 2022 Financial Statements: General Disbursements \$136,126.26; Payroll \$ 81,684.22 & Clerk/Treasurer's Reports [\[see on municipal website\]](#) Motion [Kuhl/Weihert] to approve More information on \$6000. Payment for Flo test and laptop. VOICE VOTE: Motion carried.

Motion to go into closed session for 5. d & e [Kuhl/Weihert] VOICE VOTE Motion carried

- d. Fire Department [NOTE: The Finance Committee may meet in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Committee will reconvene in open session.]
- e. Clerks Office [NOTE: The Finance Committee may meet in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Committee will reconvene in open session.]

Motion to go into Open session [Kuhl/Weihert] VOICE VOTE Motion carried.

Motion to recommend to council to increase Administrative Assistant hourly pay by one dollar effective January 1, 2022. [Kuhl/Weihert] VOICE VOTE: Motion Carried

6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Committee Calendar (for reference)

7. ADJOURNMENT. MOTION: [Kuhl/Weihert] To adjourn. VOICE VOTE: Motion carried. Approximate time 7:10 pm

Jeanne Ritter
Clerk/Deputy Treasurer