



136 North Monroe Street  
Waterloo, WI 53594  
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[www.waterloowi.us](http://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: July 20, 2023  
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: June 15, 2023
- 3) PUBLIC COMMENT
- 4) OLD BUSINESS
  - a) Fire Department-Payroll Processing
  - b) Discussion Regarding 2024 Budget Strategy
  - c) Waterloo Fire Department – Repairs to Water Truck Rails.
- 5) NEW BUSINESS
  - a) June 2023 Financial Statements: Payroll \$135,699.28 General Disbursements \$227,252.54 and Clerk/Treasurer's Reports [[see on municipal website](#)]
- 6) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 7) ADJOURNMENT

Jeanne Ritter  
Clerk/ Deputy Treasurer

Committee Members: Thomas, Weihert and Kuhl

Posted, Emailed & Distributed: 07/13/2023.

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**

**June 15, 2023**

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

1. CALL TO ORDER AND ROLL CALL. Kuhl called the meeting to order at 6:00 p.m. Members in person: Kuhl and Weihert. Remote: none. Absent: Thomas Other attending in person or remote: Mayor Quimby 6:07pm; City Clerk Ritter; Police Chief Sorenson; DPW Assistant Director C. Hauptli; 1<sup>st</sup> Lt J. Butzine, and E. Butzine 6:15pm.
2. APPROVAL OF MEETING MINUTES: Motion to approve Meeting Minutes: May 18, 2023. [Weihert/Kuhl] VOICE VOTE: Motion carried.
3. PUBLIC COMMENT: none
4. OLD BUSINESS
  - a. Fire Department-Payroll Processing – No action taken
  - b. Signs from Signmaster. Tabled until budget process begins to see where we are at. [Weihert/Kuhl] VOICE VOTE: Motion carried.
  - c. Discussion Regarding 2024 Budget Strategy. Weihert would like wheel tax removed for City.
5. NEW BUSINESS
  - a. May 2023 Financial Statements: Payroll \$ 81,610.00 , General Disbursements \$ 252,600.32 and Clerk/Treasurer's Reports [\[see on municipal website\]](#) Motion [Weihert/Kuhl] VOICE VOTE: Motion carried.
  - b. Waterloo Fire Department – Repairs to Water Truck Rails. Tabled [Weihert/Kuhl] VOICE VOTE: Motion carried.
  - c. Lighting at Madison St and Monroe St. Preliminary Continuous Lighting Application with DOT and Estimates to Purchase and Install Lighting. Approve alternative 2. Paid from undesignated funds. [Weihert/Kuhl] VOICE VOTE: Motion carried.
  - d. Televising the Storm Sewer in Waterloo. Take from budgeted amount and remainder from contingency. \$5,372.50 [Weihert/Kuhl] VOICE VOTE: Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Committee Calendar (for reference)
7. ADJOURNMENT. MOTION: [Weihert/Kuhl] To adjourn. VOICE VOTE: Motion carried. Approximate time 6:47pm

Jeanne Ritter  
Clerk/Deputy Treasurer

**Fire Service, Inc. - Lake Mills**  
 105 S Industrial Dr  
 Lake Mills, WI 53551  
 gwellach@fireserviceinc.com  
 920-945-0166



**Estimate WI-4053**

**Date: 3/1/2023**

**Bill To**  
 Waterloo Fire Department (WI)  
 900 Industrial Ln.  
 Waterloo, WI 53594  
 P: 920-478-2535

**Remit Payment To**  
 Fire Service Inc.  
 9545 North Industrial Drive  
 Saint John, IN 46373

Service Order		Purchase Order		Authorizer	
WI-4053					
Item	Description	Quantity	Rate	Amount	
Labor	/ Frame rail rust mitigation.				\$5,700.00
Parts	Fluid film, rust prevention coating, application supplies. Extra shop supplies for job				\$850.00
				Subtotal	\$6,550.00
	Shop Supplies				\$285.00
Unit: Tender 95 VIN: 1XPALA0X9NN213461		Labor			\$5,700.00
Peterbilt357		Parts			\$850.00
Chassis: 113,507 Miles		Subtotal			\$6,835.00
Engine: 645 Hours		Exempt (0.0000% of \$0.00)			\$0.00
		Total			\$6,835.00

\*: Core charges not included in total. You will be charged for any core that is not in returnable condition. This charge may be applied on a separate invoice.

The details and the estimate for the repairs provided above are based on our first inspection and do not constitute a guarantee that no further work or parts will be required. The estimate is not a guarantee of the final price of the repairs. The total bill of work and final price will be as per the details available on completion of the repairs. Other terms and conditions as applicable. If you authorize us to perform the above repairs, either verbally or in writing, you agree to pay in full for the work performed and parts required.

Customer Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

revised: 3/27/2021 -- by Committee Chair

- ☐ Meeting night: 3<sup>rd</sup> 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
FEBRUARY
<input type="checkbox"/> Review of potential closure of Tax Incremental District No. 4
MARCH
APRIL
<input type="checkbox"/> § 53-12 Review of debt schedules & debt refunding opportunities.
MAY
<input type="checkbox"/> Addressing items raised in financial audit.
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"/> Impact Fees, review.
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.
<input type="checkbox"/> 2020 Clerk/Treasurer Evaluation, review.
NOVEMBER
<input type="checkbox"/> Final review of calendar year insurance renewal policies.
DECEMBER
<input type="checkbox"/> WPPA Contract multi-year contract, renewal (when applicable)
<input type="checkbox"/> Review and recommend Current Budget Amendment #2 (July – Dec.)