



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: September 21, 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: August 17, 2023; August 22, 2023; August 29, 2023; September 7, 2023 Union & September 7, 2023 Budget
- 3) PUBLIC COMMENT (3 Minute Time Limit)
- 4) OLD BUSINESS
 - a) 2024 Budget Deliberations- Review and Action [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.]
 - (1) Clerk- City Hall
 - (2) Cable
 - (3) Debt
- 5) NEW BUSINESS
 - a) August 2023 Financial Statements: Payroll \$87,145.84 , General Disbursements \$153,546.42 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: 09/15/2023.

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

August 17, 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 5:49p.m. Members in person: Thomas, Kuhl and Weihert. Remote: none. Absent: none Others attending in person or remote: Mayor Quimby; City Clerk Ritter; Police Chief Sorenson; DPW Yerges; Treasurer Nelson.
2. APPROVAL OF MEETING MINUTES: Motion to approve Meeting Minutes: July 20, 2023. [Kuhl/Weihert] VOICE VOTE: Motion carried.
3. PUBLIC COMMENT: none
4. OLD BUSINESS
5. NEW BUSINESS
 - a. Bonnell Titan Leaf Pro Plus Purchase – Funding from surplus Chipping, Road Maintenance, and crack filing budget item. This is a budget item for 2024. Public works recommends purchasing. Motion[Kuhl/Weihert] VOICE VOTE: Motion carried.
 - b. 2024 Wheel Tax Motion [Thomas/Kuhl] VOICE VOTE: Motion carried.
 - c. 2024 Budget Deliberations- Review and Action [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.]
 - i. Cable Motion to table [Kuhl/Weihert] VOICE VOTE: Motion carried.
 - ii. Parks see updates in MiViewMotion to go into closed session [Kuhl/Weihert] VOICE VOTE: Motion carried
Motion to go into open session [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 7:00pm

Jeanne Ritter
Clerk/Deputy Treasurer

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

August 17, 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 11:58 a.m. Members in person or remote: Thomas and Kuhl. Absent: Other attending in person or remote: Mayor Quimby; Treasurer Nelson; Police Chief D. Sorenson; Officer Bollig, Officer Warner, Officer Burns and LeCaptain

Go into closed session [Thomas/Kuhl] VOICE VOTE: Motion carried.

2. NEW BUSINESS

- a. Police Union Negotiations [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.]

Come out of closed session [Kuhl/Thomas] VOICE VOTE: Motion carried.

3. ADJOURNMENT. MOTION: [Kuhl/Thomas] To adjourn. VOICE VOTE: Motion carried. Approximate time 1:32 pm

Jeanne Ritter
Clerk/Deputy Treasurer

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

August 22, 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 6:02p.m. Members in person: Thomas, Kuhl and Weihert. Remote: none. Absent: none Others attending in person or remote: Mayor Quimby; City Treasurer Nelson; Wes Benisch Raynelle Butzine, Christine Butzine, Julie Kuhlow, Vern Butzine, Jason Butzine, Matt Petrie, Keenan Hering, Ben Weber, Kevin Seibert, Ryan Weber, Saul Estrada, Steve Kube, Tony Schadt, Scott Hassett, Larry Holzhueter, Jeremy Ellis, Chad Butzine, Colton Butzine, Kaitlin Butzine, Nancy Thompson, Linda Joyce, Garry Whitebird, Kurt Keach, Tina Lange
2. NEW BUSINESS
 - a. 2024 Budget Deliberations- Review and Action
 - i. Fire/EMS Department – see mi-view

Motion to have the Fire/EMS department to hire 1 additional full time EMS employee(2024) and write for a grant to help pay for 1 future EMS staff. [Thomas/Weihert] VOICE VOTE: Motion carried.

Motion to return officer wages to \$12,500. [Thomas/Kuhl] VOICE VOTE: Motion carried.

Motion to reduce computer line from \$1500 to \$500. [Thomas/Weihert] VOICE VOTE: Motion carried.

Motion to increase Full-time EMS wages to \$21.54 fulltime (4%) increase AEMT pay to \$10.00 and EMR and driver \$7.65. Per call pay increase from \$18 to \$20. [Thomas/Weihert] VOICE VOTE: Motion carried.

Motion to table training [Weihert/Thomas] VOICE VOTE: Motion carried.

Motion to budget \$110,000.00 for truck replacement [Kuhl/Thomas] VOICE VOTE: Motion carried.

Motion to remove ceiling fans from 5 year capital [Kuhl/Weihert] VOICE VOTE: Motion carried.
3. ADJOURNMENT. MOTION: [Weihert/Kuhl] To adjourn. VOICE VOTE: Motion carried. Approximate time 7:50pm

Jeanne Ritter
Clerk/Deputy Treasurer

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

August 29, 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 6:03 p.m. Members in person: Thomas, Kuhl and Weihert. Remote: none. Absent: none Others attending in person or remote: Mayor Quimby; City Treasurer Nelson; Denis Sorenson, Chad Yerges, Christopher Hauptli, Wes Benisch and R.Weber.
 2. OLD BUSINESS
 - a. 2024 Budget Deliberations- Review and Action [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.] See mi-view
 - i. Police
 - ii. DPW – Motion to reduce 3441-351 from \$8,000 to \$5,500 storm repairs to capital [Kuhl/Thomas] VOICE VOTE: Motion carried (2-1)
Motion to approve \$2000 for flags and \$1000 for Christmas wreaths. [Weihert/Thomas] VOICE VOTE: Motion carried.
Motion to approve \$900. (53-5310-218) for GIS [Weihert/Thomas] VOICE VOTE: Motion carried.
DPW Tractor move from 2024 to 2025 [Thomas/Kuhl] VOICE VOTE: Motion carried.
 - iii. Fire/EMS Department
Motion to increase training from \$10 per training to \$12 [Weihert/Kuhl] VOICE VOTE: Motion carried
Motion to increase fire dept. dues from \$13,500. To \$16,000. [Kuhl/Thomas] VOICE VOTE: Motion carried.
Motion to approve Fire Dept. Budget with changes. [Kuhl/Thomas] VOICE VOTE: Motion carried.
- See Mi-View for all updates.
3. ADJOURNMENT. MOTION: [Weihert/Kuhl] To adjourn. VOICE VOTE: Motion carried. Approximate time 9:00pm

Jeanne Ritter
Clerk/Deputy Treasurer

CITY OF WATERLOO SPECIAL FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
September 7, 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 12:00 p.m. Members in person or remote: Thomas and Kuhl. Absent Weihert. Other attending in person or remote: Mayor Quimby; Treasurer Nelson; Police Chief D. Sorenson; Officer Bollig, Officer Warner, Officer Burns and LeCaptain

Go into closed session [Kuhl/Thomas] VOICE VOTE: Motion carried.

2. NEW BUSINESS

- a. Police Union Negotiations [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.]

Come out of closed session [Kuhl/Thomas] VOICE VOTE: Motion carried.

3. ADJOURNMENT. MOTION: [Kuhl/Thomas] To adjourn. VOICE VOTE: Motion carried. Approximate time 1:10 pm

Jeanne Ritter
Clerk/Deputy Treasurer

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

September 7, 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 7:22p.m. Members in person: Thomas, Kuhl and Weihert. Remote: none. Absent: none Others attending in person or remote: Mayor Quimby; Aldersons Haseleu, Cummings, A.Kuhl ; Police Chief Sorenson; DPW Director Yerges; DPW Asst. Director Hauptli; Utilities Superintendent Sorenson and Clerk Ritter

2. PUBLIC COMMENT

3. NEW BUSINESS

- a. Fire Department Apparatus Funding Motion to reduce the Fire Department Apparatus Fund from \$110,000 to \$55,000. [C.Kuhl/Weihert] VOICE VOTE: Motion carried.

Motion to go into closed session [C.Kuhl/Weihert] VOICE VOTE: Motion carried

- b. 2024 Budget Deliberations- Review and Action [NOTE: The Finance Committee may meet in closed session per Wis. Stat. 1 compensation, 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 come out of closed session [C.Kuhl/Weihert] VOICE VOTE: Motion carried.

Motion to approve DPW and Police Admin wages [C.Kuhl/Weihert] VOICE VOTE Motion carried.

4. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

5. ADJOURNMENT. MOTION: [Kuhl/Weihert] To adjourn. VOICE VOTE: Motion carried.

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.)