

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES
August 15, 2019

1. CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 5:00 p.m. Members present: Thomas, Griffin & Kuhl. Absent: none. Also attending: Alder Angie Stinnett; Mayor Quimby; Police Chief Denis Sorenson; Utility Superintendent Barry Sorenson; Library Director Kelli Mountford; Public Works Staff Chris Hauptli; Parks Coordinator Gabe Haberkorn; Fire Chief Wes Benisch and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: July 18, 2019 Meeting Minutes. MOTION: Moved Griffin, seconded by Kuhl to approve the minutes. VOICE VOTE. Motion carried.
3. PUBLIC COMMENT. None.
4. REPORTS
 - a. 117 East Madison Street - Vehicle/Stone Wall. Hansen said a request for contingency funding would likely be made to fund repairs to a damaged stone wall at Veterans Park. Hansen said repair bids ranged from \$740 to \$16,000. Haberkorn said work was scheduled to commence next Monday. Griffin said the vehicle should be impounded due to lack of vehicle registration or insurance.
 - b. Tax Incremental Finance Districts 1-4, Return On Investment By Project Report (report incomplete). No action.
5. NEW BUSINESS
 - a. July Financial Statements.
 - i. General Disbursements - \$678,725.47. MOTION: Moved by Griffin, seconded by Kuhl to recommend Council approval. ROLL CALL VOTE: Ayes: Kuhl, Griffin & Thomas. Noes: none. Motion carried.
 - ii. Payroll - \$70,911.47. MOTION: Moved by Kuhl, seconded by Griffin to recommend Council approval. VOICE VOTE. Motion carried.
 - iii. Treasurer's Report & Budget Reports For July 2019. MOTION: Moved by Griffin, seconded by Kuhl to recommend Council approval. VOICE VOTE: Motion carried.
 - b. Resolution #2019-24 Establishing A 2020 Municipal Vehicle Registration Fee Status Per Adopted Ordinance #2018-08. MOTION: Moved by Kuhl, seconded Thomas to recommend to Council the status of retaining the fee as is. ROLL CALL VOTE: Ayes: Kuhl and Thomas. Noes: Griffin. Motion carried.
 - c. Resolution #2019-25 Directing The Expenditures Of Impact Fees For Qualified Projects. MOTION: Moved by Kuhl, seconded by Griffin to recommend Council resolution approval. VOICE VOTE: Motion carried.
 - d. Resolution #2019-26 Authorizing Municipal Residential Development Activities Of The Remaining Phase Of The Treyburn Farms Subdivision (Sequential parcels 290-0813-0521-039 to 290-0813-0521-077) And Associated Public Improvements As Platted. MOTION: Moved by Kuhl, seconded by Griffin to recommend Council resolution approval. VOICE VOTE: Motion carried.
6. 2020 BUDGET CONSIDERATION
 - a. 8/15 Compiled Department Submittals And Mayor's Recommendations. ## Thomas commented on personnel matters relating to the Police Department. MOTION: Moved by Thomas, seconded by Kuhl to include in the 2020 budget recommendation the decision to not fill the Police Department 8th position for six months. VOICE VOTE: Motion carried.
Radio system upgrades in coordination with Jefferson County for police and fire departments were discussed. Sorenson said his projected estimate was \$40,000; the Fire Chief's estimate was \$201,000. Information from the County would not be in place until October. ## Benisch said an additional part-time position was need for fire and EMS services. Committee members requested additional information from Benisch relating to staffing needs. ## In reply to a Thomas question Mountford said the library contingency had been depleted over time due to expenses for roof replacement, A/C replacement; meeting room updates. She also said an upcoming open position due to retirement would not be replaced. ## Thomas asked the Clerk/Treasurer to provide insurance premium comparisons based current and prior deductible amounts. ## Thomas asked Hauptli to provide justification for purchasing a stump grinder versus renting. ## The Mayor shared information repair estimates from Hustad Company for three roofs; she said she didn't support a contingency amount of \$45,000; she said she would provide repair/maintenance cost proposals for parking lots and other areas, anticipating no 2020

expenses, but rather out-year proposed spending.

7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

- a. The next two committee meetings were scheduled to work on a 2020 budget recommendation.
 - i. August 29 at 5:30 pm with focus on Library, Fire Department and Police Department
 - ii. September 3 at 5:00 pm with focus on Public Works and Parks

8. ADJOURNMENT. MOTION: Moved by Griffin, seconded by Kuhl to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:55 p.m.

Attest:



Mo Hansen
Clerk/Treasurer