



## City of Rock Falls Finance Insurance Investment Committee Meeting Minutes

**Date: 4-22-2014**

**Time Meeting Started: 6:00**

**Time Meeting Ended: 6:25**

Members		Also Attended	
Alderman Kuhlemier – Chairman	P	Mayor Wescott	P
Alderman Schuneman	P	Administrator Blackert	P
Alderman Watts	P	Clerk Arduini	P
Alderman Reitzel	P		
Also Attended			

Topic	Discussion	Plan of Action
1. Call to Order	Meeting was called to order at 6:00pm	Meeting begin 6:00
2. Approve Minutes - Finance Committee Meeting March 25 <sup>th</sup> , 2014	Committee reviewed minutes	Minutes accepted
3. New Business a. 2014-2015 Open Enrollment	Clerk Arduini presented the letter that was distributed in the employee paychecks reflecting a decrease in health premiums, and no change for dental. Alderman Kuhlemier commented that MICA provided the city foresight for the affordable care act.	No action
b. Group Life Insurance company changes – The Standard Insurance Company	Clerk Arduini explained that MICA is switching the city to Standard Insurance for the employee Life Insurance Provider.	No action
c. Police and Fire Board of Commissioners Budget	Adm. Blackert reported to the committee that the statutory requirements of the Police and Fire Commission require the commission to submit a budget to the city yearly, as the Planning and Zoning Committee does. The commission needs funding for training of commissioners, testing of applicants, and attorney’s fees, and other fees associated with making the eligibility lists. The statute does not state that a paid secretary is required. Without a budget, it is becoming difficult for the city to know how to fund them. Alderman Kuhlemier stated that when Dave Blanton was the chairman of the commission, a budget was submitted yearly. The city would like to be sure that the records for the commission are kept in the room provided for them located in city hall. The records policy is stated in the state statutes.	The committee recommends that Robbin draft a letter to the police fire commission asking for a yearly budget, informing them of \$100 / month salary for the secretary, and the expectations for records keeping.
4. Municipal Investment Report	The committee reviewed the investment report	Report accepted
5. Committee Member Items	Mayor Wescott informed the committee that he had received an engagement letter from Clifton Larson Allen LLP for the audit. The mayor stated that the city plans to use this firm again this year, but that we will in the future be putting out RFPs for auditing services every 3 years.	Engagement letter will be in the packet for Council consideration.
6. Adjournment	With nothing else for the good of the committee the meeting was adjourned at 6:25 pm.	Meeting end 6:25pm.

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Committee Chairman