

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
February 24, 2015**

CALL TO ORDER: The meeting was called to order at 5:30 p.m. by Chairperson Zabel.

ROLL CALL: Chairperson Zabel, Trustee Member Baum, Kaminski and Vanderheiden were present. Also present: Administrator Schornack, Finance Director Rath, Clerk Goeckner, Planner Retzlaff, Fire Chief Weiss, Police Captain Snow and Deputy Clerk Tamborino.

APPROVAL OF MINUTES: *Motion (Baum/Kaminski) to approve the minutes from the January 20, 2015 meeting, motion carried.*

PUBLIC COMMENT: No one addressed the Committee.

UNFINISHED BUSINESS:

PUBLIC GRANT PROGRAM POLICY: Clerk Goeckner distributed handouts and discussed changes to the Public Grant Program Policy made by the Village Attorney focusing more on events and removing wordage about projects. Other suggested revisions to the policy were to include a \$25 application fee and add a November 30th deadline. The application fee would cover administrative work and the application deadline would give organizations time to plan their events for the whole year giving the Clerk's office and the Village Board time to review the applications with documentation. The committee feels charging an application fee defeats the purpose and the November 30th deadline would be difficult for organizations to plan all events that far in advance. *Motion (Baum/Kaminski) to recommend Village Board approve the newly revised Public Grant Program Policy as presented by the Clerk changing the current 20 day deadline to 60 days paying permit fees upfront for reimbursement. Motion to amend the motion (Kaminski/Baum) to add removing #3 from the application requirements to submit event budgets, amended motion carried. Motion passes unanimously.*

NEW BUSINESS:

EMPLOYEE COMPENSATION INCREASES FOR 2015: Administrator Schornack explained the community survey included in the packet. Finance Director Rath discussed the compensation increase amounts broken down by employee titles. A community survey was done for the Police Detective position. Captain Snow explained that the detectives work a lot of overtime with overtime pay and the lieutenants work the same amount of hours but do not receive overtime pay. The detectives received a 3% salary increase this year and are currently making \$39.44 an hour which is more than their supervisors who are currently at \$39.34 an hour. After discussion it was decided to talk about the police issue at a different time. *Motion (Kaminski/Vanderheiden) to recommend Village Board approve a 1.5% salary increase for all 70 Village employees for this year.* More discussion occurred regarding including a merit based system. *Vote taken on motion, 2 in favor, 2 opposed (Zabel, Baum), tie vote, motion failed.*

2015 WEIGHTS & MEASURES RESOLUTION: Planner Retzlaff was available for questions. ***Motion (Kaminski/Baum) to recommend Village Board approve the 2015 Weights and Measures Fee Schedule Resolution, motion carried.***

2015 WEED ABATEMENT FEES RESOLUTION: Planner Retzlaff stated based on the advice of the Village Attorney, he is recommending reducing the fee for weed abatement procedures to a modified fee of \$67.50 plus labor hours based on estimated staff time managed from beginning to end. This is a small annual revenue amount processed by complaints. Commercial lots tend to be an issue as well. Planner Retzlaff will look into penalties for repeated offenses and bring that information to the next Village Board meeting. ***Motion (Vanderheiden/Kaminski) to recommend Village Board move to approve the 2015 Weed Abatement Fees Resolution, motion carried.***

BUDGET AMENDMENT RESOLUTION FOR 2014 CARRYOVER OF GENERAL FUND AND CAPITAL ACCOUNTS: Finance Director Rath discussed the Budget Amendment Resolution for 2014 Carryover of the General fund and Capital accounts mostly for roads and equipment that need to be completed in 2015. ***Motion (Kaminski/Baum) to recommend Village Board approve Budget Amendment Resolution, motion carried unanimously.***

RESOLUTION TO TRANSFER FUNDS FOR PURCHASE OF SENIOR CENTER SECURITY CAMERAS: Chairman Zabel explained the Park and Recreation Department discovered the security camera system at the Senior Center was not working and needs to be updated and replaced. The Park and Recreation Department met with two companies regarding the installation of interior cameras in several locations of the Senior Center. Six cameras would be installed overall. ***Motion (Kaminski/Baum) to recommend the Village Board approve the Resolution to transfer funds for the purchase of Senior Center Security Cameras from MCR Services in the amount of \$5,892.00, motion carried.***

REPORTS:

Monthly Year to Date Financials:

Revenue and Expense Report – All Funds: Finance Director Rath reviewed the payables with the Committee. The preliminary utility audit is coming up and will have more updated information next month. The PSC report is due April 1, 2015.

Health and Dental Plans: Finance Director Rath reviewed the Health and Dental Plans. Health and Dental claims will be received in the next couple months that will be deducted in 2014 yet. Going forward will have a surplus to rollover. Finance Director Rath discussed the sheet in the packet regarding new regulations on the new Affordable Care Act and all the work involved.

Impact Fees Financial Reports: Nothing to report yet.

Accounts Payable: The Accounts Payable report was reviewed and placed on file.

Monthly Code Violation Reports: Building Inspection Department and Planning Department: Nothing new on the Code Violation Reports.

C.I.P. PROJECTS: Finance Director Rath stated she made an error on the report in TIF 6 and it is corrected.

Letter of Credit Summaries: Building Inspection Department, Public Works Department, and Planning Department: The Letter of Credit summaries were placed on file.

Summary of all Village Contracts: Administrator Schornack reviewed the Village contracts.

NEXT MEETING: Tuesday, March 31, 2015 at 5:30 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 7:18 p.m.

Respectfully Submitted,

Timmerly Tamborino
Deputy Clerk