

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT &
FINANCE COMMITTEE
MEETING MINUTES
MAY 20, 2015**

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

ROLL CALL: Chairperson Zabel, Trustee Members Daniels and Warren were present. Trustee Kaminski was excused. Also present: Administrator Schornack, Clerk Goeckner, Park and Recreation Director Casperson, Village Engineer Bischke, and Deputy Clerk Tamborino.

APPROVAL OF MINUTES: *Motion (Warren/Daniels) to approve the minutes from the April 21, 2015 meeting, motion carried.*

PUBLIC COMMENT: No one addressed the Committee.

UNFINISHED BUSINESS: None

NEW BUSINESS:

APPOINTMENT OF INTERIM DIRECTOR FOR PARK AND RECREATION: Administrator Schornack explained the reason for the appointment and recommended that the salary for the interim Director be set at \$57,193. This is an \$8,000 increase over the Recreation Supervisor's current salary of \$49,193. The present Director's last day on the job is June 3, 2015. Several questions were asked of the current Director like would the interim Park and Recreation Director be interested in the full time position with an answer of no, the current Director does not believe so. Chairman Zabel asked what major projects are scheduled for the summer months. Director Casperson listed several events as well as preparing for all the daily summer activities. ***Motion (Daniels/Warren) to recommend the Village Board appoint Patti Heinen as interim Park and Recreation Director effective June 4, 2014 at a salary of \$57,193, motion carried unanimously.***

AUTHORIZATION TO PAY INVOICE FOR 2015 SUMMER RECREATION GUIDE: Park and Recreation Director Casperson asked for authorization to pay for additional printed Park and Recreation Summer Activity Guides. These additional 4,500 guides are an attempt to capture more people in the Richfield, Hubertus and Colgate areas. These areas are in the School District boundaries and frequent users of Germantown's recreation programs. ***Motion (Warren/Daniels) to approve the payment of the American Litho invoice in the amount of \$4,956.50, motion carried unanimously.***

1991 FIRE COMPANY AGREEMENT FOR USE OF SHELTER AT FIREMEN'S PARK: Park and Recreation Director Casperson came across this agreement in the files and found out that there is a secondary informal agreement between the Village and the Germantown Fire Company that is not specified in the formal agreement. The Park and Recreation Commission entered into a gentlemen's agreement with the Germantown Fire Company at their June 18, 1991 meeting. The Commission agreed to grant free use of the Firemen's Park shelter to those firemen and their immediate families on the list submitted by the Fire Company. Fire Company member Dave Pomeroy was present and

**GENERAL GOVERNMENT &
FINANCE COMMITTEE
MEETING MINUTES
May 20, 2015
Page 2**

**1991 FIRE COMPANY AGREEMENT FOR USE OF SHELTER AT FIREMEN'S PARK
(Cont.):**

gave his thoughts of the meeting he attended in 1991 regarding the handshake agreement because the lawyer that created the agreement said it was too long already. A motion was made at the Park and Recreation commission meeting on March 11, 2015 to forward the item to the General Government and Finance committee to formalize the agreement in writing. ***Motion (Daniels/Warren) to direct staff and legal to review and work on a mutual agreement with an updated list of Fire Company members from the 1991 list that have the right to use the Firemen's Park shelter on available dates, motion carried unanimously.***

AUTHORIZATION TO ADVERTISE FOR THE POSITION OF DIRECTOR OF PUBLIC WORKS: Administrator Schornack stated the Director of Public Works Dan Ludwig is retiring from the Village of Germantown and an advertisement should be done looking for a new Public Works Director. It is normal to include a starting salary or salary range. Cost for advertising is minimal because the Village no longer advertises in the Journal/Sentinel. ***Motion (Daniels/Warren) to recommend the Village Board authorize advertising for the Director of Public Works position with the pay grade salary range included, motion carried.***

APPOINTMENT OF INTERIM DIRECTOR OF PUBLIC WORKS: Administrator Schornack discussed the need to appoint an interim Director of Public Works until the position of Director of Public Works is filled. The current Director's last day on the job is June 16, 2015. ***Motion (Warren/Daniels) to recommend the Village Board appoint the current Village Engineer Brionne Bischke as interim Director of Public Works effective June 17, 2015 at a salary of \$83,565, motion carried unanimously but will be placed under New Business on the June 1, 2015 Village Board agenda.***

NON-UNION EMPLOYEE COMPENSATION ADJUSTMENTS NEEDED TO MEET AREA MEDIAN PAY FOR COMPARABLE POSITIONS: Administrator Schornack explained at the last General Government and Finance committee meeting Trustee Kaminski wanted to look at the salary survey that was conducted earlier this year. Because Trustee Kaminski was unavailable for this meeting, Administrator Schornack recommended waiting on this item until she is present. ***Motion (Daniels/Warren) to table this item until next month, motion carried.***

DISCUSSION OF PLANNED DEVELOPMENT DISTRICT (PDD) AND POSSIBLE CHANGES UNDER ZONING CODE 17.27: Chairman Zabel added this item for discussion because he feels every development that's coming into the Village is under the Planned Development District and no one is using the standard zoning because they know they can play with the densities. Zoning Code 17.27 General Provisions under item D) Density, it states The Planned Development District may permit the transfer of density (dwelling units) from one portion of the subject site to another and will permit the clustering of dwelling units in one or more locations within the total site.

**GENERAL GOVERNMENT &
FINANCE COMMITTEE
MEETING MINUTES
May 20, 2015
Page 3**

DISCUSSION OF PLANNED DEVELOPMENT DISTRICT (PDD) AND POSSIBLE CHANGES UNDER ZONING CODE 17.27 (Cont.): However the density of use cannot exceed the density permitted in the underlying existing zoning district. After talking to the Attorney, the code needs to define what net density means. The original South East Regional Planning Code adopted back in 1978 had net and gross densities defined. The assumption is a developer can use all of the total density to create with instead of only using the net density. ***Motion (Warren/Daniels) to forward recommendation to Plan Commission to add an agenda item to the next Plan Commission meeting for discussing the densities of Planned Unit Developments based on our code and create a definition of net densities, motion carried.***

REPORTS:

Monthly Year to Date Financials:

Revenue and Expense Report – All Funds: The committee reviewed and discussed the reports and placed them on file. Fire Chief Weiss announced the Fire Department's Ladder Truck needs a new transmission due to the high use of engine hours. Administrator Schornack will send out an email to the trustees after receiving more information on repair costs.

Health and Dental Plans: The Health and Dental Plans were reviewed.

Impact Fees Financial Reports: The reports were reviewed and placed on file.

Accounts Payable: Items on the Accounts Payable report was discussed and the report was placed on file.

Monthly Code Violation Reports: Building Inspection Department and Planning Department: The committee discussed a few complaints and reviewed the reports.

C.I.P. PROJECTS: The committee reviewed the projects.

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 summarized the Village contracts.

**GENERAL GOVERNMENT &
FINANCE COMMITTEE
MEETING MINUTES
May 20, 2015
Page 4**

NEXT MEETING: Wednesday, June 24, 2015 at 5:30 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 6:58 p.m.

Respectfully Submitted,

Timmerly Tamborino
Deputy Clerk