

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE MEETING MINUTES
November 17, 2015**

CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Chairperson Zabel.

ROLL CALL: Chairperson Zabel, Trustee Members Daniels, Kaminski, and Warren were present. Also present: Village Administrator Schornack, Finance Director Rath and Deputy Clerk Tamborino.

APPROVAL OF MINUTES: ***MOTION (Kaminski/Warren) to approve the minutes from the October 20, 2015 meeting, motion carried.***

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

NuVantage Employee Resource Agreement: Administrator Schornack stated this is the same agreement from prior years which is referenced in the Village's Employee Manual. It's a good resource for the Village. The costs are relatively small, \$800 a year with no use and a nominal cost if used.

MOTION (Daniels/Kaminski) to forward to the Village Board approval of the NuVantage Employee Resource Agreement with the annual administration fee of \$800. Motion carried unanimously and will be placed under the consent agenda of the next Village Board meeting.

Ehlers Investment Advisory Agreement Renewal Fee Increase: Finance Director Rath gave a brief summary of the agreement and introduced Ken Herdeman from Ehlers Investment Partners. Mr. Herdeman distributed a spreadsheet on the Village's investment returns for 2014 explaining the Village earned approximately \$107,000, paid Ehlers \$14,000, leaving a profit of \$92,000 for 2014. This year so far with investing almost \$15 million, the Village earned approximately \$122,000, paid Ehlers \$17,000, leaving a profit of almost \$105,000. The fee increase to Ehlers Investment Partners would go from .125% to .175%. This would be the first fee increase since the Village initially started with the firm in 2012. The increase is due to the added costs to stay in compliance with all the new regulations.

MOTION (Kaminski/Warren) to recommend the Village Board proceed with the Ehlers Investment Advisory Agreement Renewal for 2016 effective February 1, 2016. Motion carried unanimously and will be placed under the consent agenda of the next Village Board meeting.

Mutual Cooperation Agreement Under the National Affordable Housing Act (The HOME Consortium Program): Administrator Schornack explained the HOME Consortium Program started with 3 counties, now 4 becoming one group by pooling their federal funds together to help fund lower income housing assistance activities by means of submitting a Consolidated Plan and Annual Action Plan for HUD HOME funds as a HOME Consortium. The new cooperation agreement needs to be signed and returned to Waukesha County.

MOTION (Kaminski) to forward to the Village Board recommendation of approval to continue participation in the HOME Consortium program.

Discussion on the agreement took place regarding the action plans. Administrator Schornack said he would send out the action items for the committee to review.

Trustee Kaminski withdrew her motion.

MOTION (Kaminski/Daniels) to postpone this item to the next General Government and Finance meeting to receive more information on what the Village is responsible for. Motion carried unanimously and will be placed on the next GGF meeting agenda.

REPORTS:

Monthly Year to Date Financials: The committee reviewed the financials and placed them on file. No issues were discussed.

Revenue and Expense Report – All Funds: The committee reviewed the reports and placed on file.

Health and Dental Plans: Director Rath discussed the plans stating there is a healthy balance going into 2016. The Village will receive a lot more claims in November and December. Ten new employees were offered the insurance benefits.

Impact Fees Financial Reports: Director Rath stated Impact fees have slowed down.

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

Monthly Code Violation Reports: Building Inspection Department and Planning Department: The committee reviewed the report and discussed violations that have recently been added.

C.I.P. PROJECTS: The committee reviewed the projects. Director Rath stated there will be a Resolution in February.

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 and will update the report for next month.

NEXT MEETING: Tuesday, December 22, 2015 at 6:00 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 7:00 p.m.

Respectfully Submitted,

Timmerly Tamborino
Deputy Clerk