

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
January 17, 2017**

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

ROLL CALL: Chairperson Zabel, Trustee Members Campbell, Kaminski were present. Trustee Warren is absent and excused. Also, present: Village Administrator Schornack, Finance Director Rath, CDD Planner Retzlaff and Deputy Clerk Raymond.

APPROVAL OF MINUTES: ***MOTION(Kaminski/Campbell) to approve the minutes from the December 19, 2016 meeting, motion carried. Approved.***

PUBLIC COMMENT: None

UNFINISHED BUSINESS:
None

NEW BUSINESS:

GERMANTOWN ZONING DATA & MAPPING MAINTENANCE; Memorandum of Understanding (MOU) between the Washington County Geographic Information Services Division & the Village of Germantown Community Development Department – CDD Planner Retzlaff -In process of setting up new web based zoning information portal. Provides information on zoning beyond limited general zoning district. Need assistance to create zoning district layers. Washington County agreed to provide service needed. Memo of Understanding required by the County. Village Attorney reviewed and it recommended for approval. Zoning hub will allow information to be shared. Gives people the ability to query the system. Services from Washington county are GIS based. Spoke with county about creating special zoning districts. Price is lower than other consultants. Has been informed by the Zoning Hub Consultant, they are continuously working to expand the service. Sounds like a great deal. To have this for \$75 hour & easy for the residents to use. It has a lot of nice features. Estimated 15-20 hours of county time beyond Planning Department staff hours. **MOTION(Kaminski/Zabel) to send a positive recommendation to Village Board to enter into Memorandum of Understanding with Washington Couty, carried. 2 in favor, 1 opposed(Zabel) Item will be placed under New Business of next Village Board meeting.** Would like to have zoning hub online by Spring 2017. Consulting budget has been carried over from year to year in anticipation of zoning hub. Will not affect the land use plan budget.

2017 CAPITAL PROJECTS REVIEW – Asked all committees to review their capital budgets and submit their final numbers. Finance Director Rath - Department Directors have not submitted anything new. Numbers will remain the same. Administrator Schornack – We are about a month early, no reason not to review it earlier. The sooner the better to seek borrowing. Estimated borrowing cost of 2.8 million. How does borrowing total amount affects Village? Amount borrowed has increased significantly over past couple of years. Will keep rate we've been exceeding for few years at current rate. Borrowing within our means. Tax levy will increase to cover them. Cannot be absorbed by the General fund anymore. 911 system hasn't been completed yet. Roads project as has a carryover. A lot of projects will be complete in 2018. Some storm water monies may be allocated in the next few months. Reduced carryover for asphalt paving and seal coating. Will be getting some funds back, impact fees will be paying for the garage. Willing to send to Village Board as is. There will be dollars left over due to chipper being \$20,000 less than budgeted. **MOTION(Kaminski/Campbell) to forward Capital Funding to Village Board for approval, carried. 2 in favor, 1 opposed(Zabel) Item will be placed under New Business of next Village Board meeting.**

REPORTS:

Monthly Year to Date Financials: Report isn't all of December, has January 10th payables, does not have 1st payroll of January. Was last two weeks of December. Conversion will stay open until February 10th.

Revenue and Expense Report – All Funds: Revenue sources that come in late Hotel and Motel fees, AT&T and Time Warner. Rolled over hotel/motel taxes that were not used. Assessor contract has not been paid, but is a payable under the correct year. Will do a detailed December report.

Health and Dental Plans: Ended and started well. With 2017 budget, reduced share Germantown pays for it. Started Delta Dental for 2017, should save some money.

TIF 6 Summary: Projects are complete, have not received invoices yet. Anticipating funds coming in for the crushed stone. Should cover \$76,000 needed. Construction cost will be tight in 2018.

Impact Fees Financial Reports: The committee reviewed and placed them on file.

Accounts Payable: Gone through salt very fast in three weeks. Have not received anything from Superintendent Olszewski about running out of salt.

Monthly Code Violation Reports: Building Inspection Department and Planning Department: The committee reviewed and placed them on file.

C.I.P. PROJECTS: The committee reviewed and placed them on file.

Letter of Credit Summaries: Building Inspection Department, Public Works Department and Planning Department: Correction on letters of credit from Department of Public Works and Finance, collateralization of funds renewed to December 1st to \$20 million dollars, then goes back down to 5 million after tax season.

Summary of all Village Contracts: Village Administrator Schornack stated Accurate appraisal is still on the Village Contracts. Have about half of dozen contracts to get through, most are done.

NEXT MEETING: February 28, 2017 at 6:00 p.m.

ADJOURNMENT: There being no further business, the meeting adjourned at 6:43 p.m.

Respectfully Submitted,

Tanya Raymond
Deputy Clerk