

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
February 28, 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 and Warren were present. Also, present: Village Administrator Schornack, Finance Director Rath, and Clerk Goeckner.

APPROVAL OF MINUTES: **MOTION (Campbell/Kaminski) to approve the January 17, 2017 regular meeting and February 6, 2017 Special meeting minutes as presented, carried.** Trustee Warren abstained.

PUBLIC COMMENT: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. 2017 Payment to Economic Development Washington County
MOTION (Kaminski/Campbell) to approve as requested, carried.
- B. 2017 Weights & Measures Resolution
MOTION (Kaminski/Warren) to approve the Weights and Measures Resolution as presented, carried.
- C. Non-Represented Employee Compensation Increases for 2017
Administrator Schornack presented information to the Committee on wage increases from 2015 to present. 2017 shows 2% in budget and additional funds budgeted for \$7,000 to be divided between CDD/Planner and Finance Director whose positions are furthest below median salary for area. Discussion of how to divide 2% for wages. Director Rath: Suggestion was to entertain the thought of police management getting a higher increase with thought police union are paying back Wisconsin Retirement when they get their increases. They are up to about 4% now. If this goes through with 1.5% gap narrows between management and staff in union. Discussion of suggestion. Kaminski – 3 possibilities: agrees with what was put in budget; 1.5% across the board with .5% held over for 'bonuses'; Look at .5% bonus to go up to at least 1% to get a good bonus program going. Would like CDD and Finance Director to get their money right away. Further discussion: Look at range of disparity before splitting funds for CDD & Finance Director, leave it up to Administrator, amount of money in budget is equivalent up to 2-3%. Doing 2 raises within 2% is in budget already. Equivalent in budget is money to use elsewhere. Evaluation process, what is public getting? 3% and other municipalities getting 2%-3%. If doing well on performance evaluation aren't they going to be one of the high achiever's? Had to have a minimum of a '3' for performance evaluation passage. Discussion: performance evaluation – will be done this year with numbers coming in at end of year. Give 1.5% and come back and visit this in a couple of months to look at management etc. **MOTION (Kaminski/Warren) to give 1.5% across the board for all general employees, excluding the Library. This committee will come back and review the .5% possible increase based on performance evaluations, carried. 3 in favor, 1 opposed (Zabel).**

NEW BUSINESS continued:

D. **Payment to Accurate Appraisal**

Administrator Schornack reported no payments made to Accurate Appraisal for 2016 and we are waiting for a response from Department of Revenue on whether or not they are up to date. Trustee Zabel expressed concern of us paying new company to bring it up to date if already in compliance by Accurate. Discussion of holding Accurate to a 45-day time line to make sure all is in compliance. Have attorney speak to them to get this done. Accurate states they are in compliance and records have been submitted to Department of Revenue but we have had no response from DOR. Request to double check if we have a statute of limitations to get this taken care of. Administrator to discuss both items with Attorney Sajdak. Update on Associated Appraisal progress to be brought to next meeting.

E. **Budget Resolution – Approving Amendments to the 2017 Budget – Capital Account & General Fund Carry Over**

MOTION (Kaminski/Campbell) to approve carry over as presented, carried.

F. **Budget Resolution – Authorizing the Charge off of Uncollected 2015 Delinquent Personal Property Taxes**

MOTION (Warren/Campbell) to approve Budget Resolution Authorizing Charge-off of Uncollected 2015 Delinquent Personal Property Taxes, carried.

G. **Public Officials Bonds/Insurance Resolution**

Trustee Zabel presented information. State law requires Clerk/Treasurer and other officials to be bonded. But we also have coverage under our regular insurance. Bonding charge is not a lot of money for separate bond. State is consideration to get rid of bonding and leave it under insurance. Would like to have a resolution written stating our elected officials agree with the proposed change to law. Staff to provide resolution or letter of support. **MOTION (Kaminski/Warren) to support proposed legislation and draft a letter to that affect and send to Alberta Darling and Dan Knodl as our representatives, carried.**

MOTION Kaminski/Campbell to go out of order and do all reports before going into closed session, carried.

REPORTS:

Monthly Year to Date Financials: Summary report for General Fund. Even with carryover we will still be in positive, 2016 turned out good.

Revenue and Expense Report – All Funds: (part of above report)

Health and Dental Plans: Still a small number ongoing, only one item that had to go back to 2016, health amounts here will be carried over. Will readjusting the premium shares and amount of health plan going forward for 2018. Going to Delta Dental for some savings as a group.

TIF 6 Summary: TIF 6 projects fairly complete. Have some monies coming through for crushed stone. Was tight but believe it will be fine. 2017 and 2018 there is no increment, unless construction would start this year. 2018 will be light as well. Holding its own for 2017. Discussion

Impact Fees Financial Reports: Current on all. Committee reviewed and placed on file.

REPORTS continued:

Accounts Payable: Committee reviewed and placed on file.

Monthly Code Violation Reports: Building Inspection Department and Planning Department: Administrator Schornack explained some of the items on this list per information provided by CDD Retzlaff. Committee placed report on file.

C.I.P. PROJECTS: Send out notice before they do any work on ditches. Administrator Schornack will take care of this. Committee placed report on file.

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

Summary of all Village Contracts: Discussed MLG contract ending 3-6-2017.

NEW BUSINESS continued: (7:08 p.m.)

- H. **Blackdot (Agent for T-Mobile) Request to Re-Negotiate Tower Agreement.** The General Government and Finance Committee May Enter Into Closed Session Per WI. §19.85 (1) (e) For The Purpose Of Deliberating Or Negotiating The Purchase Of Public Properties, The Investing Of Public Funds, Or Conducting Other Specified Public Business, When Competitive Or Bargaining Reasons Require A Closed Session And Then May Re-Enter Open Session To Take Such Action As It Deems Appropriate.
Administrator Schornack stated there is no need to go into closed session. Getting calls from organizations to give a lump sum of money and they take lease payments for one of our franchises or agreements. T-Mobile does work with Blackdot to sometimes renegotiate their contracts. Blackdot is proposing we change base rent to \$1,020 per month. We are getting between \$25,000 - \$28,000 per year per provider. This would only come to a little over \$12,000. Our first contract with T-Mobile was 10 years ago. They built a 190' tower and paid for it. Also, gave us two cars and for a period of years they got free rent on tower. That was first 5-year contract. The second 5 years they have been paying the \$25-28K every year. Contract doesn't come up until fall. T-Mobile stepped everything up and need an answer in next two weeks – have to take to meeting then to Village Board. I don't think we should do anything. They are \$24,567/year, then to \$25,500 for 2017. They want to decrease it to about half of that. Committee agrees to leave as is, and continue same contract until it runs out in fall 2017.
- I. **MOTION (Kaminski/Warren) to go into Closed Session at 7:17 p.m., Per Wis. Stat. §19.85 (1)(c) Considering Employment, Promotion, Compensation Or Performance Evaluation Data Of Any Public Employee Over Which The Governmental Body Has Jurisdiction Or Exercises Responsibility, (e) For The Purpose Of Deliberating Or Negotiating The Purchase Of Public Properties, The Investing Of Public Funds, Or Conducting Other Specified Public Business, When Competitive Or Bargaining Reasons Require A Closed Session And (f) Considering Financial, Medical, Social Or Personal Histories Or Disciplinary Data Of Specific Persons, Preliminary Consideration Of Specific Personnel Problems Or The Investigation Of Charges Against Specific Persons Except Where Par. (b) Applies Which, If Discussed In Public, Would Be Likely To Have A Substantial Adverse Effect Upon The Reputation Of Any Person Referred To In Such Histories Or Data, Or Involved In Such Problems Or Investigations And Then May Re-Enter Open Session To Take Such Action As It Deems Appropriate To Receive**

NEW BUSINESS continued:

Information and Discuss Staff Departures in The Position of Deputy Clerk Involving Strategic Individual Compensation, Performance and Personnel Issues Involving Those Departures, by roll call vote, carried.

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

ADJOURNMENT: There being no further business, the meeting adjourned at 8:07 p.m.

Respectfully Submitted,

Barbara K. D. Goeckner MMC/WCPC
Village Clerk