

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
October 24, 2017**

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

ROLL CALL: Present: Chairperson Zabel, Trustee Members: Baum, Miller and Kaminski. Also present: Administrator Kreklow, Finance Director Rath, Public Works Director Ratayczak and Deputy Clerk Strebe

APPROVAL OF MINUTES: September 26, 2017 – **MOTION (Baum/Miller) to approve, carried.**

PUBLIC COMMENT: No public comment.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- A. Discussion/Approval; Civil Engineer Labor Grade Adjustment
MOTION (Kaminski/Baum) to approve labor grade adjustment from 12 to 14 (\$49,500 - \$60,900). Discussion regarding length of engineering vacancy, lack of qualified applicants with posting labor grade 12, competitive market wage range, noting BS degree with 1-year experience \$53,500 - \$67,900, vertical/upper movement and progression, private sector compared to public sector wage and benefit package and current viewpoint of such.
MOTION (Baum/Kaminski) to amend motion from labor grade 14 to grade 16, carried, Zabel opposed. Discussion regarding update job description requirements. **Vote on amended motion, carried.**
- B. Health & Dental Plan Renewal – 2018
Finance Director Rath presented; Health Insurance: Stop/loss carrier quote options provided and discussion related to one-time aggregating specific amount of \$35,000 or \$45,000 and effect on cost, increase of specific deductible from \$45,000 - \$50,000, average claims/year, administrative fees, fixed costs, percent of increase, within budget; recommended option Auxiant/Gerber Renewal 2, increases one-time specific deductible by \$10,000, saving \$17,000 on premium amount. **MOTION (Baum/Miller) to accept Auxiant Gerber Life Renewal 2 selection, \$45,000/\$45,000, carried.** Dental Insurance: Self-insured, partnered with Delta Dental, Third-party administrator, provides additional discounts/savings; 3-year rate guarantee. **MOTION (Baum/Miller) to continue with Delta Dental, carried.**

REPORTS:

- A. **Monthly Year to Date Financials:**
1. Revenue and Expense Report: Reports submitted by Finance Director, Rath; Water & Sewer revenue better than expected due to increased number of impact fees and more building and inspection fees.
 2. Health and Dental Plans: Finance Director, Rath; Health plan, expect increase in claims for year end.
 3. TIF 6 Summary: Finance Director, Rath; waiting for construction and increments; needed to pay interest and principle payments. Discussion on possible future development projects, affects seen in 2019, effects of closing TIF 4.
- B. **Impact Fees Financial Reports:** Reported by Finance Director, Rath; Noted sewer connection fee helps with large sewer utility projects; Water Utility goes towards Clean Water Revenue Bond.; Recreation fees being used for basketball court and possible land purchase;

REPORTS-continued:

Department offsetting debt; Library used to offset debt; Police Department critical time of 10 years, need to show project plan progression or return money. Status of Police Department building project.

C. **Accounts Payable:** October 10, 2017 payables reviewed.

D. **Code Violation Reports:**

1. Building Inspection Department - None

2. Planning Department-Recommend follow-up on aging code violations prior to year-end.

E. **C.I.P. PROJECTS:** Presented by Finance Director Rath; Provided list of borrowed fund projects; outstanding road invoices, radio console update invoice received-October 25th payable batch; ongoing DPW, engineering, storm water and drainage projects rolled over to 2018 if not complete; unused remaining funds will be used to offset borrowing. Discussion on using funds to reduce budget borrowing, reduce levy; Statement of Assessment not final, Manufacturing assessment not equated; fund accounts under/over budget-moving funds; playground equipment installation delayed to Spring; received notification of maximum \$60,000 matching grant from State for Urban Water MS4, in budget.

F. **Letter of Credit Summaries:**

1. Building Inspection Department

2. Public Works Department-Filed

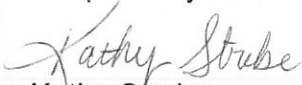
3. Planning Department

G. **Summary of all Village Contracts:** Report reviewed; Library copier lease renewed for lower rate until 2022; Commercial Backflow inspection increased due to number of inspections, not rate change.

NEXT MEETING: November 21st, 6:00 p.m.

ADJOURNMENT: Chairman Zabel adjourned meeting at 6:46 pm

Respectfully Submitted,



Kathy Strebe
Deputy Clerk