

**OVILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
DECEMBER 19, 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, Mark Schroeder, and Clerk Boldrey

APPROVAL OF MINUTES: November 21, 2017 – **MOTION (Baum/Miller) to approve, carried.**

PUBLIC COMMENT: No public comment.

UNFINISHED BUSINESS: None.

OLD BUSINESS:

A. Associated Appraisal – Discussion and Approval of \$30,000 Charge for Electronic Property Records Compliance/Data Conversion.

Mark Brown of Associated Appraisal will be at the January 15, 2017, Village Board Meeting. Associated Appraisal was to contact the Department of Revenue in regards to compliance. Motion (Miller/Baum) to recommend as presented. Amendment motion by (Baum/Miller) contingent upon Department of Revenues approval that the Village is now in compliance. Zabel would prefer a notice from the DOR stating that they reviewed the assessment records and the Village is in compliance. Discussion of the report ensued. Amendment motion carried unanimously. Motion as amended carried, Zabel opposed. This item will not go on consent agenda.

NEW BUSINESS:

- A.** Resolution 27-2017, Budget Amendment for TID 7 Chart of Accounts – (pending approval of TID 7). Motion by Baum, second by Kaminski to recommend approval of item a as presented. Motion carried unanimously.
- B.** Associated Appraisal Revaluation Assessment Services Agreement. Revaluation for 2019, starting at the end of 2018. Motion by Baum, second by Miller to recommend approval of the item as presented. Motion carried, Zabel opposed. This item will not go on consent agenda.
- C.** Resolution 01-2018, Approving the Salaries and Compensation for Exempt Employee's and Other Non-Represented Support Staff. Administrator Kreklow requested that this item be discussed after the closed session. Motion to take up Item 7,c until after closed session. Motion Miller/Baum to postpone until later in the agenda. Motion carried unanimously.
- D.** Purchase and Installation of Volleyball Floor Sleeves at County Line School Gym. Mark Schroeder presented information on the item. Motion by Baum/Miller to approve the installation of the volleyball floor sleeves at County Line School Gym in an amount not to exceed \$3,585, by Weimer's Specialized Installation & Repair Service, Inc. Motion carried unanimously.
- E.** Change Deputy Clerk Title to Deputy Clerk / Management Analyst. Administrator commented that as looking to fill the Deputy Clerk positions. There can be capacity during certain times of the year for other projects. They have ability to provide additional assistance when there is a need. Steve is recommending to change the title. The Clerk responsibilities come first. A need for more social media and web presence was discussed. Motion by Kaminski, second by Miller to approve the Title Change and Job Description. Motion carried, Baum opposed.

REPORTS:

A. Monthly Year to Date Financials:

1. Revenue and Expense Report: Reports submitted by Finance Director, Rath; As of today the revenue is higher than the entire budget. Revenues for 2017 look good. Expenditures are on track.
2. Health and Dental Plans: Finance Director, Rath noted that the Village will be at \$1,004,000 in the reserve which is where it began. Both funds are doing well. No issues.
3. TIF 6 Summary: Finance Director, Rath; commented that the balance is getting smaller. It is still positive but not a lot. There was consensus to leave TIF 6 on the Agenda.

B. Impact Fees Financial Reports: Reported by Finance Director, Rath; Impact fees are growing. The police garage project has started. There are projects that have started with the Recreation as well.

C. Accounts Payable: November 25, 2017 and December 10, 2017 payables were reviewed.

D. Code Violation Reports:

1. Building Inspection Department – Administrator is working with the Departments on the items and reviewed the report.
2. Planning Department.

E. C.I.P. PROJECTS: Presented by Finance Director Rath; road projects complete, invoices expected; playground equipment installation will be carry-over to 2018. Blackstone funds result of loan pre-payment savings; can be used for C.I.P., and sale of fixed assets.

F. Letter of Credit Summaries:

1. Building Inspection Department
2. Public Works Department– Reviewed.
3. Planning Department – Reviewed.

G. Summary of all Village Contracts: Contracts were reviewed. Vermont systems has been renewed for the Park & Rec Systems.

NEXT MEETING: January 16, 6:00 p.m.

Motion by Baum, second by Miller to convene into closed session at per Wis. Stats. §19.85 (1) (c) employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Closed session included the Committee and Kim Rath, Steve Krecklow, and Deanna. Roll call vote carried unanimously.

Motion by Tr. Kaminski, second by Miller to reconvene into open session Motion carried unanimously.

Motion by Tr. Kaminski, second by Miller to recommend approval of Resolution 01-2018, Approving the Salaries and Compensation for Exempt Employee's and Other Non-Represented Support Staff. Motion carried, Zabel opposed.

ADJOURNMENT: Chairman Zabel adjourned meeting at 7:22 p.m.

Respectfully Submitted,

Deanna L. Boldrey
Village Clerk