

**VILLAGE OF GERMANTOWN
VILLAGE BOARD
MEETING MINUTES
DECEMBER 3, 2012**

CALL TO ORDER: The meeting was called to order at 7:03 p.m. by President Wolter.

ROLL CALL: President Wolter, Trustees Baum, Daniels, Ewert, Hughes, Kaminski, Vanderheiden, and Zabel. Also present: Administrator Schornack, Attorney Sajdak, Wastewater Superintendent Tim Zimmerman, Parks Director Brett Altergott, Recreation Supervisor Joe Masiarchin, and Clerk Goeckner. Trustee Werderman arrived at 7:06 p.m.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

PRESIDENTS' REPORT: None.

ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST/COMMITTEE

REPORTS: Trustee Zabel – GGF meets December 18th at 5:00 p.m. Trustee Ewert – Public Works meets December 4th at 5:00 p.m.

CITIZEN INPUT/PUBLIC APPEARANCE on items not subject to a public hearing:
None.

CONSENT AGENDA:

- A. **MINUTES:** October 1, 2012 and November 19, 2012
- B. **ACCOUNTS PAYABLE/PAYROLL:**
 - 1. November 20, 2012 Payroll (hourly) \$ 209,379.02
 - 2. November 25, 2012 Accounts Payable \$ 540,009.81
- C. **OPERATOR (BARETENDER) LICENSES:** New for the period ending June 30, 2013, Max S. Buda, Laura E. Erdmann, Clayton R. Geller, Kathryn M. Hanson, Steven D. Husty, Donna E. Rachac, Amanda E. Raskiewicz, Meghan J. Slavik, Christal A. Sutton, and Cynthia A. Vogel.

MOTION (Vanderheiden/Ewert) to approve Consent Agenda excepting the October 1, 2012 minutes, roll call vote, all in favor, motion carried. Trustee Zabel requested to pull October 1, 2012 minutes to review the vote for motion on MGL Presentation for rezoning on page 4, as he thought he voted against that item. **MOTION (Zabel/Baum) to approve October 1, 2012 minutes with verification and correction if needed regarding vote on rezoning in MGL Presentation, roll call vote, all in favor, motion carried.**

UNFINISHED BUSINESS:

- A. **APPOINTMENTS – Commissions/Boards/Committees:** None.

NEW BUSINESS:

- A. **US CELLULAR AGREEMENT**
Wastewater Superintendent Tim Zimmerman presented a new agreement with US Cellular. The new agreement represents a savings of \$470 per month for the Village. If approved and signed tonight the savings will begin with December 2012. **MOTION (Zabel/Kaminski) to enter into a new 2-year agreement with US Cellular as presented and authorize President Wolter to sign the agreement tonight, roll**

call vote, all in favor, motion carried. Administrator Schornack thanked Tim for doing a courtesy review and saving the Village so much money.

B. VILLAGE WEBSITE UPGRADE PROPOSAL

Park and Recreation Director Brett Altergott presented the website upgrade proposal. Trustee Kaminski was the Board liaison in this process. Two companies considered, Civic Plus and WisNet.com. Civic Plus presented the better product for the Village but is a little more expensive starting out. Under \$30,000 with doing phone training, rather than onsite and we will do group training internally. This price gives us all the programs, rather than paying separately to add pieces later. Trustee Kaminski stated there was a good turnout at both presentations. Polled everyone and far and away she felt Civic Plus was the best value for the Village. She spoke with other communities and all were very positive. Both firms showed a variety of websites that others are using and everything we saw was better than ours because they do nothing but websites. I strongly affirm we should do this. Civic Plus will also split the cost over two years to make it more affordable for us. After four years we get an entire remake of the website free of charge. This also comes with a maintenance agreement. Discussion of the costs and break out. Director Altergott looking for direction from the Board. If it needs review by the Attorney and final information on the costs it can come back on December 17th. Attorney Sajdak comfortable either way. Can request getting numbers and terms down and bring back. **MOTION (Zabel/Kaminski) to finalize agreement and contract with Civic Plus and bring it back to the December 17th meeting.** Discussion of link with Ruekert & Mielke. They will still provide GIS and that will be a link on the website. Discussion of ease of use of new website for internal changes. All departments will look uniform on the site at this time. If Police or Fire wish to do a division they can pull away and have a different look for an additional cost of about \$3,000. Recommendation is to go with the cost of \$38,679 amortized over 3 years with years 2 and 3 with maintenance and support. Discussion of costs with WisNet.com. Director Altergott – WisNet was considerably cheaper but the fear was in 4 years you have to pay the full amount again and you had to pay separately for separate modules. Trustee Werderman asked Director Altergott to find out if the 4th year is \$7,000 or is there a possibility of signing a four year agreement might be cheaper. Director Altergott - it is a 3 year agreement with 4th year being maintenance and from that point on maintenance only. \$25,000 is split over 3 years and every 4 years if you are maintaining with them they will give you an update. President Wolter stated with the information in front of us it looks pretty detailed. Funds were budgeted and paying over 3 years is an advantage to us to gauge how well they are doing. Director Altergott – Probably looking at June 1, 2013 to be up and running. **Call for the motion, all in favor, motion carried.**

C. 2013 FIREWORKS CONTRACT

Parks and Recreation Director Brett Altergott presented the 2013 Fireworks Contract with Bartolotta Fireworks. Unchanged for 8 years. The Kiwanis's has made the initial

payment of \$7,895. Also asking for approval for the Village to approve tonight the expenditure for July to avoid any late fees. **MOTION (Kaminski/Vanderheiden) to approve the 2013 fireworks contract with Bartolotta Fireworks Company in an amount of \$14,500, as presented, and to approve the Village's \$6,605 expenditure for July 2013 so the invoice can be paid within the 15 days outlined in the contract and avoid the 1.5% late fee.** Discussion of ground display which reads thank you Kiwanis. Trustee Zabel felt it should include the Village. Discussion of appreciation for the support the Kiwanis provide in extra funds and volunteers for this event. **MOTION (Zabel/Ewert) to add the Village to the ground display thank you and if the cost is more, it is the Village's responsibility.** Trustee Vanderheiden suggested putting a banner on the fence for people to see throughout the day, rather than the expense of the fireworks on the ground display that many can't see. Trustee Zabel agreed. President Wolter asked Trustee Zabel – based on your premise are you retracting your motion to amend? Trustee Zabel – no, still go through with the vote. If someone else decides to put up banners instead that's fine too. Discussion. **Amendment to the motion, 2 in favor (Zabel and Ewert), 7 opposed, amendment to the motion fails. Roll call vote on motion as originally presented, all in favor, motion carried.**

D. AUTHORIZATION TO ADVERTISE FOR THE POSITION OF DIRECTOR OF PARKS AND RECREATION

President Wolter stated Brett Altergott is taking a position in Minnesota. He has helped the Village through difficult times and has been a great resource for revenue for the Village and we wish him and his family well on their new venture in Minnesota. Administrator Schornack echoed those comments and also wishes him the best. He has done an outstanding job here. Administrator Schornack presented the proposal for authorization to advertise for the position of Director of Parks and Recreation. Set up the same as that with the recently filled Village Clerk's position, which is in the same pay grade so the numbers are the same that were used for that. The range we have given, as in the past, is the beginning salary up to the middle of that pay grade. Attached is a copy of the non-union pay plan, employee justification worksheet and the position description. However I do want go through it and put it in our current format. I would like to then bring to GGF for approval of that description with formatting up to current standards. Filling will depend on how quickly we can get the publications in. May be out as far as May. At next meeting will bring recommendation to appoint a current employee as interim director. Asking tonight for approval to start process. Discussion of requirement levels of education and experience and starting with requirement of bachelor's degree but allowing less for consideration. **MOTION (Hughes/Baum) authorize advertising for the position of Director of Parks and Recreation without salary range in ad.** Discussion of leaving out the salary range. Trustee Kaminski – When persons are looking for a position they want to know a target. You might lose some good candidates. Trustee

Hughes – It has been my experience if you are interested you can call in. Trustee Baum – Jobs I've advertised for and none have put in a salary range – they say submit. Trustee Kaminski expressed in the private sector you don't. In the public sector there is an expectation to find out. Trustee Zabel – if a person is interested they will go on the web site and call here and find out what the person is making. Kaminski – People won't call in and ask 'what is the salary?'. They have to do it anonymously. We won't have any applicants. Trustee Vanderheiden – things need to change. This is an opportunity for us to say 'we offer a position and what do you have to bring to it?'. Discussion of process in hiring the Clerk. **Call for the motion, 6 in favor, 3 opposed (Kaminski, Daniels, Wolter). Motion carried.**

E. A RESOLUTION DISCONTINUING A PORTION OF THE PUBLIC ROAD RIGHT OF WAY OF NORTH PATTON COURT

MOTION (Zabel/Ewert) to approve Resolution discontinuing a portion of the public road right of way of North Patton Court, all in favor, motion carried.

MOTION (Baum/Zabel) to adjourn at 8:10 p.m. into closed session per WI §19.85(1)(e) Deliberating or negotiation the acquisition of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, regarding the Germantown Professional Police Association Local 306 Union negotiations, by roll call vote, all in favor, motion carried.

ADJOURNMENT: MOTION (Baum/Daniels) to adjourn at 9:00 p.m. from closed session, all in favor, motion carried.

Barbara K. D. Goeckner, MMC/WCPC
Village Clerk