

Village of Germantown
General Government & Finance Committee
Meeting Minutes
June 21, 2021

CALL TO ORDER: The meeting was called to order at 6:15 pm by Chairperson R. Miller

ROLL CALL: Chairperson R Miller, Trustees: Kaminski, Myers, Neureuther. Also present Administrator Kreklow, Clerk/Treasurer Braunschweig, Budget Manager Uselding and Deputy Clerk/Deputy Treasurer Rozek.

APPROVAL OF MINUTES: May 17, 2021 – **MOTION (Myers/Kaminski) to approve the May 17, 2021 minutes. Motion carried unanimously.**

PUBLIC COMMENT:

None

NEW BUSINESS:

A. Kiwanis Picnic License Taste of Germantown

MOTION (Myers/Neureuther) to approve the Kiwanis Picnic License for Taste of Germantown. Motion carried unanimously.

B. Kiwanis Picnic License 4th of July

MOTION (Myers/Neureuther) to approve the Kiwanis Picnic License for the 4th of July. Motion carried unanimously.

C. Kiwanis of Germantown Fireworks Permit

MOTION (Myers/Neureuther) to approve the Kiwanis of Germantown Fireworks Permit. Motion carried unanimously.

D. 2020 Year End

Clerk/Treasurer Braunschweig has been working with Baker Tilly and presented the 2020 preliminary numbers. Results from the General Fund shows a surplus. All information was sent to another auditor for review. Administrator Kreklow thanked Clerk/Treasurer Braunschweig, her staff and Budget Manager Uselding for helping with the audit. Feels we are close to final numbers to make a carryover request which will reduce the final number for the 2021 Budget with the Board's decision. They would show in the reconciliation lines of the Budget. No action taken.

E. 2020 Carry-over Items

Budget Manager Uselding recommended a carryover amount of \$210,449 that involved 4 departments, Community Development and Planning, Buildings and Grounds, Highway and Parks and Recreation, and would reduce the 2020 Budget by this amount. Administrator Kreklow added these are recommendations even though the year end totals are not final, but if approved could start purchasing some items right away.

MOTION (Myers/Kaminski) to approve the \$210,449 carry over items. Motion carried unanimously.

F. Associated Appraisal Consultants, Additional Scope of Services for 2022 Interim Market Update Revaluation

Clerk/Treasurer Braunschweig presented the Board of Review has been completed and the Village of Germantown is at a 93% level after going through the revaluation in 2019. It would cost an additional \$50,000 in the 2022 Budget in addition to the normal contract amount of \$85,000 per year.

MOTION by Myers, second by Kaminski.

The current contract will end in October of 2022. Discussion ensued of the 2022 Budget. Administrator Kreklow understood all the concerns and suggested holding off any action until Budget, but this should be priority with assessment being an important service.

MOTION REMOVED BY TRUSTEE MYERS. Chairman Miller stated with the growth like we are having an imbalance will happen faster. He would like to hold this off until Budget time. No action taken.

UNFINISHED BUSINESS:

None

REPORTS:

- A. Monthly, Year to Date Financials
 - 1. Revenue and Expense Report: **The reports were reviewed.**
 - 2. Health and Dental Plans: **The reports were reviewed. Concern for 2022 year. Spoke with consultant and large cases are still an issue. More in claims this year than what was Budgeted. Working on Plan design changes.**
- B. Impact Fees Financial Reports: **The reports were reviewed.**
- C. Accounts Payable – May 21, May 28, June 4 and June 11: **The reports were reviewed.**
- D. Debt Payment Report: **The report was reviewed.**
- E. Monthly Code Violation Reports
 - 1. Community Development: **No new items added. Several added in early May, with 3 open and going through the process.**
- F. C.I.P. Projects: **The report was reviewed.**
- G. Letter of Credit Summaries:
 - 1. Public Works Department: **The report was reviewed. No big changes with nothing coming until November.**
 - 2. Community Development: **The report was reviewed. Next one coming for Planning and Zoning on August 1st as an auto renewal.**
- H. Summary of all Village Contracts: **The report was reviewed. Not many changes. Slow time for contracts.**

SCHEULE NEXT MEETING: The next meeting will be on July 19, 2021, at 6:00 pm

ADJOURNMENT: Chairman Miller adjourned the meeting at 6:57 pm

Respectfully Submitted,

Jennifer Rozek

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Village Deputy Clerk/Deputy Treasurer