

**VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022**

MEETING: COMMITTEE OF THE WHOLE

DATE AND TIME: WEDNESDAY, OCTOBER 13, 2021 6:00 p.m.

**LOCATION: Germantown Village Hall Board Room
N112W17001 Mequon Road**

NOTICE: Pursuant to the recommendations of the Centers for Disease Control and Prevention concerning the prevention of COVID-19 infections, any member of the body and/or citizen may also attend the meeting virtually through the WebEx platform, Meeting #: 2551 127 5378 Password: vFHxYaP723 which can be accessed by phone at 408-418-9388 or by logging on at

<https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=m74f231086cd3e70b0bae671d7a5dad25>

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@village.germantown.wi.us by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration. Citizens may also view the meeting by live broadcast on Spectrum Cable Channel 25 or the livestream on the Village's website.

Previously recorded Village Board Meeting Videos can be viewed at

https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ.

I. CALL TO ORDER: *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

II. ROLL CALL:

III. MINUTES: OCTOBER 6, 2021:

IV. 2022 BUDGET REVIEW INCLUDING CAPITAL FOR EACH DEPARTMENT:

- A. Community Development – Building Inspection.
- B. Community Development – Planning / Zoning.
- C. Municipal Development.
- D. Impact Fees.
- E. Historic Preservation.
- F. Assessor.
- G. Debt Service.
- H. TIDs.
- I. Health / Dental.
- J. Capital Items Presentation. – Including Presentation by Graef.
- K. Review of Parking Lot Items.

V. PUBLICATION OF THE 2022 BUDGET PUBLIC HEARING NOTICE:

VI. ADJOURNMENT.

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting.

Please note: It is possible that one or more members, and possibly a quorum of members, of other governmental bodies of the municipality may be in attendance at the above meeting to gather information. No action will be taken by any other governmental body at this meeting except by the governing body noticed above.

**VILLAGE OF GERMANTOWN
COMMITTEE OF THE WHOLE MEETING MINUTES
October 6, 2021**

CALL TO ORDER: Clerk – Treasurer Braunschweig called the meeting to order at 6 p.m. **Motion (Kaminski/J. Miller) to appoint Tr. R. Miller as Chair Pro-Tem. Motion carried unanimously.**

ROLL CALL: Present: Trustees Baum, Hudson, Kaminski, J. Miller, R. Miller, Myers, Neureuther, and Tr. Pieper. Absent Excused: President Wolter. Also present: Administrator Kreklow, Clerk Treasurer Braunschweig, Manager Hirn, Superintendent Haugen, Superintendent Anderson, Manager Uselding, Director Ratayczak, and Manager Heinin.

MINUTES: Motion (Myers/Baum) to approve the minutes of September 30, 2021. Tr. Myers commented that under G. on the minutes; he is looking for information on a bucket. Motion carried unanimously.

NEW BUSINESS:

Administrator Kreklow reported on the levy related documents on the dias. The budget presented is based on the Net New Construction TID out number. The net new construction is 2.54%, 265,597. The levy could be increased by 265,597; however, the presented balanced budget is increased 170,162, which does not include the TID Levy.

A. Engineering.

Manager Uselding reported on the engineering budget changes. This included the drainage improvements, revenue fee increases, sidewalk program, Century land right of way, Woodland Dr area drainage improvements, survey equipment upgrade and public works campus.

Director Ratayczak came to the podium to report on the budget. The DNR has increased the requirements of outreach. Discussion ensued of the MS4 permit and DNR related fees. The fees have increased.

\$80,000 is included for the purchase of the right of way lands for Century Lane.

Discussion ensued of the roll over for the survey equipment upgrade.

Discussion ensued of Century Lane Project. If the capital funds are approved to purchase the right of way the project will continue. The timing of this project has been greatly condensed. The right of way is to be purchased from the residents prior to the project. Originally, there was not money allocated to purchase the right of way. Could only proceed if the Village acquired the right of way. The mortgage companies are not in favor of giving the right of way areas. Majority of the properties own to the center of the Road. The residents were waiting for a pay out on the right of way. If moved westerly would have moved onto one property and it would require a new intersection on a state highway that would push the project out further. Discussion ensued of a curb of a road that will be flattened for emergency vehicles. The quit claim deed was mailed out by the Village Attorney as directed by the Village Board. There was a meeting that residents offered to donate their land for the project. The mortgage holder would have issue with land donation without compensation. The acquisition of the land, right of way, was not budgeted. The project will be bid with the road program.

The process of the road acquisition was discussed and pointed out.

Craig Ostovich W168N12338 Century Lane, came to the podium. His property does not extend to the center of the line. Neighbors received a letter in regards to the fair market value and quit claim deed information. The mortgage companies are not allowing the donation of land.

There will be pavement repairs on Century Lane and Road.

Discussion ensued of the Public Works Campus. The 23 million was based on a conceptual design by Venture.

Discussion ensued of the pond program and inspection. There are approximately 129 drainage ponds as part of the MS4 program. The Village owns approximately 29. There has not been any maintenance or inspection of the ponds. Graef has been working on the process of inspection of Village ponds. Discussion ensued of the condo association ponds.

B. Building and Grounds.

Superintendent Anderson came to the podium. There is a change in allocation of wages and benefits. The changes were reviewed. There is a new mechanic position, fire suppression inspection, and fire station upgrades. The capital budget reflects the fire station new roof and painting and library fire suppression item.

Senior Center operating budget is increased due to historical data. There is a five year fire suppression wet system and includes the overhead of building. Discussion ensued of the insulation.

C. Highway.

The budget was reviewed. Superintendent Anderson came to the podium. There is a change in allocation of wages and benefits.

The Highway Budget was reviewed. There will an increase in the solid waste contract, mechanic, GIS update, DNR tree grant revenue, Mequon Road lighting which includes a roll over of 229,000, and asphalt paving of 1.5 million 100K funding from the Goldendale transfer.

Discussion ensued of the asphalt paving. Discussion ensued of the balancing and road needs. There was discussion of capital needs and the balancing. The debt balance was also commented. The borrowing is normally at 3.5 million per year. Discussion ensued of the historical item of saving for the road needs.

Administrator Kreklow reported that the next meeting will include capital discussion and presentation. Past practice was a carry-over; the Levy limit pushes municipalities into borrowing rather than cash payment. The levy that is used for debt service is not subject to the levy limits.

D. Parks.

The budget was reviewed. There is a change in allocation of wages and benefits.

There is a truck and loader in the capital projects fund.

E. Water.

The budget was reviewed. Superintendent Haugen came to the podium. The budget includes a portion of the IT and financial system, water tower #1 and #2 maintenance, chemical room maintenance, new valves on HMO and mixing tank. Capital projects include the VFD for Well #7, new tower mixes, new meters, hydrant replacement, hydrant breakout tool, lab equipment, and one-ton truck.

Discussion ensued of the water towers and painting. The painting of the towers has to be paid from cash of water utility operating fund. Budget estimates to paint a tower are ½ million to three quarters of a million. The towers are mechanically fine. Discussion ensued of the water tower paint design coming before the Village Board.

Administrator Kreklow reported that the Village did receive information from the PSC that the water rate increase will be moving forward. A cash flow analysis and project plan will be in the future.

Discussion ensued of the capital projects and the priority needs.

Further discussion ensued of the allocations between water, sewer, and general.

The PSC projections were pointed out and discussed.

The water rate increases will be reviewed going forward.

Discussion ensued of the new water meter installation process and timeline. There will be a future recommendation forthcoming. The timeline for installation is planned for April of 2022.

F. Recreation.

Manager Heinen came to the podium. The Recreation budget was reviewed. The changes and highlights were reviewed. Changes include the increase in fees and the printing of the brochures. The capital projects fund includes Dheinsville Bird netting, Kinderberg tennis courts resurfacing, and ball diamond facility upgrades.

Discussion ensued of the participation numbers coming back to pre-pandemic numbers.

Discussion ensued of the school intergovernmental agreement extended to August of 2022.

Discussion ensued of the ball diamond facility upgrades.

Discussion ensued of the possibility of new benches or memorial trees, based on donations.

Discussion ensued of the purchase of the ball diamond at Kennedy and track.

G. Recreation Facilities.

The Recreation Facilities budget was reviewed.

Motion (Pieper/Neureuther) to direct the administrator to investigate the purchase of a baseball field and track on the northside of the Kennedy in 2023. Administrator Kreklow commented he could meet with the school superintendent to gauge their interest.

Amendment Motion (Hudson/J. Miller) to land swap rather than purchase.

Motions were rescinded for future agendas.

Discussion of trails ensued. The 2050 plan may require developers to include monies for the plan. The County has a County wide trail plan.

Discussion ensued of acquisition of parkland.

Discussion ensued of the expenditure and guidelines of ARPA funds to be discussed at the next Regular Village Board meeting.

H. Senior Center.

The Senior Center budget was reviewed.

Discussion ensued of the promotion of the Senior Center Building rental.

I. Senior Van.

The Senior Center Van budget was reviewed.

Discussion ensued of the reserves and interest earned.

J. Library.

Director Smith came to the podium. The changes included the consolidation of account items and an increase of computer service items. The capital projects include the building expansion plan and design and library fire suppression system. The budget was reviewed.

Discussion ensued of the library line items and consolidation of the account items. Tr. J. Miller would like to reinstate the County line items.

Motion (J. Miller/Myers) to reinstate the County Line general ledger items. They were separated out for tracking the carry over. Discussion ensued of the stream lining of the account general ledger items. Discussion ensued of continuing to track the County items. The County dollars do fluctuate from year to year. Tr. Myers removed second. The motion failed for lack of a second.

Discussion ensued of the potential expansion and the life span of the library building. Discussion ensued of the expansion for the second floor.

Motion (J. Miller/Kaminski) to continue to track the County Revenues. Motion carried unanimously.

Director Smith reported on recent touring of other local libraries. The other library have a second floor. Architecture firms have been contacted in preparation of the expansion. The Library paid for half of the digital signage. Discussion of the expansion completion in stages to keep the operations running. Discussion ensued of borrowing of \$150,000 and the payback using impact fees.

Motion (Baum/Neureuther) to remove the \$300,000 from the capital projects fund 40 for the Library building expansion plan and design. Discussion ensued that more information is needed. Discussion ensued of upcoming planning.

Administrator Kreklow commented an option would be to budget for it but not borrow for it until ready or later in the year. Or remove from this year's budget and then add in the five year plan. Discussion ensued of facility planning assessments. Discussion ensued of past plans for a new Police Building that was completed several years ago but not built.

Discussion ensued of current space constraints. Director Smith commented on the outgrowing of the current building and looking to start the project. Discussion ensued that Director Smith makes a difference in the community and at the Library.

An additional component is the County revenue stream which is about 1/3 of the revenues, discussion ensued of including the County with the discussions.

Motion carries. J. Miller voted no.

K. Library Board.

The budget was reviewed.

The meeting was adjourned at 8:55 P.M.

Respectfully submitted,
Deanna Braunschweig