

**VILLAGE OF GERMANTOWN
COMMITTEE OF THE WHOLE
MEETING MINUTES
October 13, 2011**

CALL TO ORDER: The meeting was called to order at 6:03 p.m. by Chairperson Wolter.

ROLL CALL: Chairperson Wolter, Trustees Ewert, Hughes, Kaminski, Vanderheiden, Werderman (arrived at 6:37 p.m.), Wing and Zabel. Also present Administrator Schornack, Finance Director Rath, DPW Ludwig, Engineer Bischke. Highway Superintendent Olszewski, Water Superintendent Driver, Wastewater Superintendent Zimmerman, Police Chief Hoell, Library Director Olson, Fire Captain Karpinski, Deputy Fire Chiefs Maury and Stark, Library Board President Nelson, Library Board Member Sieser, and Deputy Clerk Micka. Absent and excused: Trustee Baum.

APPROVAL OF MINUTES of September 29, 2011:

Motion Zabel, second Hughes, to approve the minutes of the September 29, 2011 meeting. Motion carried without negative vote.

FINALIZATION OF PRELIMINARY 2012 BUDGET: Administrator Schornack updated the Committee on the status of the proposed budget. There is a proposed 2.52% increase for the draft with reduction, or an estimated tax rate increase of 3.08%.

Finance Director Rath reviewed the proposed budget with the Committee, noting the following:

- The proposed tax rate is the maximum allowed by the governor, which is 0% plus growth, plus new debt;
- Interns in the Engineering Department were added to the budget;
- Increase in ambulance fees;
- Reduction in Police Department phones;
- Loan payment;
- 2010 revenues;
- Projected increase in interest revenue;
- Shared revenue and utility could reduce levy by \$57,904; and
- Budget draft with reduction.

Administrator Schornack cautioned the Committee not to lower the tax rate by much, as the restraints put upon the Village could have financial impacts in 2013, and could do harm if the tax rate was taken down further.

Finance Director Rath reviewed the \$40,000 taken out of the 2012 budget for debt reduction, and noted it could be kept in to use in 2013.

Discussion followed, noting the following:

- Adopting the proposed budget with reduction;
- Due to increased borrowing, cannot go to 0% budget increase;
- School District has reduced their 2012 budget – in the past they have had increases;
- Police & Fire budget;
- Village Board has been very conservative in the past;
- The past nine years have not included major increases;
- Other municipalities and the School District have increased budgets in the past;
- Three budget meetings were held, and reductions were not made;
- Salaries and consumables only are included in the budget; and
- Employee raises are not included in the 2012 budget.

Trustee Zabel distributed his proposed budget for smaller budget line items (\$200), such as supplies, equipment, etc., and his recommendation of a \$130,000 reduction. He reviewed his recommendations with the Committee.

Discussion followed, noting the following:

- Reductions should not make Village job duties more difficult;
- The Committee has not had time to review the handout;
- Staff has not seen the handout, and should have input on the reductions;
- \$41,000 taken out of retirement account; and
- The possibility of funding asphalt paving without borrowing.

Trustee Werderman arrived at 6:37 p.m.

Discussion continued on the proposed budget:

- Cuts were made to meet the maximum increase allowed by the state;
- Village Administrator and Finance Director went through each department budget to find cuts;
- Money from retirement is usually taken out of general fund; Finance Director Rath is proposing to start and fund 20% each year; and
- Departments may come forward with needs that were unforeseen in the budget.

Finance Director Rath was asked how the budget looks for the current year. She stated that expense budgets are running true; operating budget is doing well; there is higher revenue than budgeted to cover the election expenses for the recalls; water utility in lieu of taxes is higher; building inspector fees are higher; and a late payment was received for hotel/motel taxes. She stated that the budget looks very healthy.

Committee Chairperson Wolter thanked staff for watching their budgets very closely.

Motion Hughes, second Kaminski, to accept the 2012 budget draft with reduction.

Discussion followed, noting:

- Tax levy and budget history;
- Germantown was one of the few municipalities that asked for a premium share for health insurance in the past; and
- *This is a fair and acceptable budget for residents.*

Motion to accept the budget draft carried. Ayes: 7. Nays: 1 (Zabel).

Finance Director Rath asked the Committee if discussion should be held on the proposed capital projects. Consensus was to review the proposed project list.

Motion Zabel, second Vanderheiden, to remove \$125,000 to replace the concrete approach at Fire Station 1.

Discussion followed, noting that the approach cannot be patched; this is an internal estimate; and this a safety issue.

Motion to remove the item failed. Ayes: 3 (Kaminski, Wing, Zabel). Nays: 5 (Ewert, Hughes, Vanderheiden, Werderman, Wolter).

Motion Vanderheiden, second Ewert, to remove \$78,000 under the Police Department for squad cameras. Motion carried without negative vote.

It was noted that \$30,000 was removed at a previous meeting for the Fire Department UTV.

Police Chief Hoell was questioned on the need for the two Varda Alarms for his department. Chief Hoell stated that the current alarms are 30 years old and do not function. The alarms are not widely used, but are used for specific situations.

Finance Director Rath stated that Park & Recreation Director Altergott could use 2011 carryover funds for repair of the tennis courts at Kinderberg Park.

Motion Vanderheiden, second Ewert, to remove \$16,900 for repair of the tennis courts at Kinderberg Park. Motion carried without negative vote.

Motion Hughes, second Ewert, to reduce the amount for the color plotter from \$15,600 to \$7,000.

Finance Director Rath stated that if the amount was reduced, other departments will need funds to outsource printing of maps. A memo was read from Planner Retzlaff asking for an increase of \$4,000 in the Planning budget for outsourcing.

Engineer Bischke stated that the color plotter is in bad shape. The life expectancy of the plotters is five years. The larger amount requested will handle a bigger workload.

Motion to reduce the amount failed. Ayes: 0. Nays: 8.

Motion Zabel, second Wing, to reduce the amount of \$64,000 for the library pond to \$31,500. Motion carried without negative vote.

Motion Zabel, second Wing, to reduce the amount for the library pond to \$29,800. Motion carried without negative vote.

Motion Wing, second Hughes, to increase the revenue for building inspection fees by \$4,000. Motion carried without negative vote.

Motion Zabel, second Kaminski, to increase the amount for road construction from \$1,250,000 to 1,500,000. Motion carried without negative vote.

Motion Zabel, second Wing, to eliminate the mini excavator from the highway department in the amount of \$25,000.

Highway Superintendent Olszewski answered questions from the committee on the need for the mini excavator and the rental costs.

Motion to eliminate the funds carried. Ayes: 5 (Hughes, Kaminski, Wing, Zabel, Wolter). Nays: 3 (Werderman, Vanderheiden, Ewert).

Motion Zabel, second Wing, to reduce the tandem patrol truck from the highway department from \$185,000 to \$105,000, contingent upon Village Board approval on October 17, 2011 to use unspent capital funds. Motion carried without negative vote.

Motion Wing, second Ewert, to remove Spassland Park shelter and restroom in the amount of \$210,000.

Discussion followed, noting there is a need to replace the shelter, restrooms are needed, and impact fees cannot be used for this project. It was the consensus that there is a need for this project to be completed, but it can wait another year.

Motion carried. Ayes: 6 (Ewert, Hughes, Kaminski, Vanderheiden, Wing, Werderman). Nays: 2 (Zabel, Wolter).

Fire Captain Karpinski and Deputy Fire Chief Maury answered questions from the Committee on the need for the fire department truck. The truck the department is currently using is unsafe and only used for training.

Highway Superintendent Olszewski answered questions regarding the need for two pickup trucks with plows under Parks. These would be replacing trucks from 1988 and 1993, and are used every day in the summer.

Motion Wing, second Kaminski, to reduce the amount of \$70,000 to \$35,000 to allow for the purchase of one pickup truck with a plow. Motion carried without negative vote.

There being no further business, the meeting was adjourned at 7:55 p.m.

Respectfully Submitted,

Christine M. Micka, CMC/WCMC
Deputy Clerk