

Village of Germantown
General Government & Finance Committee
Meeting Minutes

November 15, 2021

CALL TO ORDER: The meeting was called to order at 6:00 pm by Chairperson R. Miller

ROLL CALL: Chairperson R Miller, Trustees: Myers, and Neureuther, Kaminski excused absent. Also present Administrator Kreklow, Support Services Manager Hirn, Budget Manager Uselding, Chief Snow, Clerk/Treasurer Braunschweig, and Deputy Clerk/Deputy Treasurer Rozek.

APPROVAL OF MINUTES: October 18, 2021 – **MOTION (Neureuther/Myers) to approve the October 18, 2021, minutes. Motion carried unanimously.**

PUBLIC COMMENT: None

NEW BUSINESS:

A. Resolution for Inclusion Under Group Life Insurance item.

Support Services Manager Hirn informed the Committee there are two additional supplements available to employees from the State at no additional cost to the Village or employees. MOTION (Myers/Neureuther) Motion carried unanimously.

B. Financial Software – Tyler Munis

Budget Manager Uselding reviewed the process in search of a new software company for the Village. Five vendors submitted information, after reviewing two vendors were chosen to present demonstrations to staff, and after staff input Tyler Munis is being recommended to the Committee. MOTION (Myers/Neureuther) to approve Tyler Munis. Motion carried unanimously.

C. American Rescue Plan Act – Bonuses/Merit Pay for Essential Employees

Support Services Manager Hirn reported a trustee came forward requesting AARP funds to be used for bonuses to essential workers. Recent information came out that extends the list of essential workers. Several options were presented. After discussion no recommendation was made to the Village Board.

D. Merit Pay Pools

Support Services Manager Hirn presented nonunion employees merit pay at 2.5% performance evaluation scoresheet. After discussion MOTION (Myers/Neureuther) to accept the merit pay pool. Motion carried unanimously.

E. Police Department Vacation Payout Request

Chief Snow made a request to pay out 11 days (93.5 hrs) of vacation time to an officer due to challenges of staffing shortages. Steps will be taken and there will be practices put into place next year as this is an isolated incident this year. MOTION (Myers/Neureuther) to accept the payout request. After discussion motion carried unanimously.

UNFINISHED BUSINESS: None

REPORTS:

A. Monthly Financial Summary

1. Year to Date Revenue and Expense Report All Funds **Reports were reviewed**
 2. Debt Payment Report **The report was reviewed**
 3. Accounts Payable – October 15, October 22, October 29, and November 5. **The reports were reviewed**
- B. Capital Improvement Status Report **The report was reviewed**
- C. Summary of Village Contracts **The report was reviewed**
- D. Monthly Code Violation Reports
1. Community Development – **The top item is related to the Boehlke issue, which is still going through the process. There was also a deck and fence issue that Building Inspection was able to resolve.**
- E. Letter of Credit Changes
1. Public Works Department – **No Updates**
 2. Community Development – **No Updates**

SCHEDULE NEXT MEETING: Then next meeting will be on December 20, 2021, at 6:00 pm

ADJOURNMENT: Chairman Miller adjourned the meeting at 6:52 pm

Respectfully Submitted,

Jennifer Rozek

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Village Deputy Clerk/Deputy Treasurer