

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
August 23, 2011**

CALL TO ORDER: The meeting was called to order at 6:30 p.m. by Chairperson Zabel.

ROLL CALL: Chairperson Zabel and Trustee Members Hughes, Werderman and Wing. Also present Trustee Ewert (arrived at 6:33 p.m.), Administrator Schornack, Finance Director Rath, and Deputy Clerk Micka.

APPROVAL OF MINUTES: *Motion Wing, second Werderman, to approve the minutes from the July 26, 2011 meeting. Motion carried without negative vote.*

PUBLIC COMMENT: No-one addressed the Committee.

REPORT FROM ACCURATE APPRAISALS ON PRELIMINARY ASSESSMENT NUMBERS AND REVIEW OF OPEN BOOK PROPERTY ASSESSMENT CHANGES:

Jim Danielson was present from Accurate Appraisals to report on preliminary assessment numbers for the Village. The equalized residential value dropped 2%, commercial dropped 1%, the ratio went up to 102.63% without manufacturing figures, and business personal property has dropped.

Trustee Ewert arrived at 6:33 p.m.

Mr. Danielson reported on the open book results, where 116 residents reacted to their assessment and 38 assessments were changed.

Discussion followed regarding the total ratio; if the budget remains the same taxes will increase; state law allows for new growth; additional borrowing can be included; and there is a 3% increase in the preliminary levy, which is about the same as last year.

Mr. Danielson reported that 50% of the residents at open book had questions, and the increase in the number of changes was due to refinancing and recent sales. He stated that there are 5 criteria for an arms length sale in order for an assessment to be lowered.

Motion Hughes, second Werderman, to move to New Business, Health Benefit Plan Discussion. Motion carried without negative vote.

HEALTH BENEFIT PLAN DISCUSSION (PLAN MODIFICATIONS, CLAIM HISTORY, GRANDFATHER STATUS, ETC.):

Carmen Winkelman and Cheryl Lindquist were present from Snyder Insurance to discuss the Village Health Plan with the Committee.

Ms. Winkelman reviewed the current 2011 benefit plans and stated that the employee pays the deductible first, then the co-insurance amount. The Gold and Silver Plan provisions were reviewed, and suggested changes to the plan were discussed: an increase in the annual deductibles and co-insurance amounts; an increase in the annual out of pocket maximum; and adding co-payments for emergency room and office visits. It was noted that if any changes were made to the plan, the Village would lose the grandfather status.

Ms. Winkelman reviewed the Kaiser Family Foundation 2010 annual survey on employee health benefits with the Committee.

Finance Director Rath reported that the budget outlook is tight, revenue is low, the state aid is reduced, claims have been rising, and prescriptions are higher. She noted that changes need to be made to the Plan to make it more viable. She suggested an increase in premiums, structural changes, and changes in the prescription co-pay. The premium share is 12%, and if changes are made in the Plan, the employees using the plan would be paying more.

A question was raised on the possibility of looking at the State Plan and the Washington County Plan. It was noted that the State Plan has tiers, and could be prohibitive because 30 hours is considered full time. There are employees at the Library, Fire Department, and Park & Recreation Department that work thirty hours. When looking at fully insured plans, they would require 90 days of claim history.

Discussion continued on the stop loss coverage, what is driving up health care costs, possibly raising deductibles and adding co-payments, and making the Silver Plan more attractive to employees.

The consensus of the Committee was to have Finance Director Rath present possible changes to the current health plan and anticipated cost savings to the Village at the next committee meeting for discussion.

ESTABLISHMENT OF A GRIEVANCE PROCEDURE: Finance Director Rath reviewed the grievance procedure recommended by labor attorney Kyle Gulya. The procedure outlines steps mandated by the passage of Act 10 and applies to employees covered under Section 66.0509, WI Stats. The grievance procedure must be created by October 1 and will be part of the Employee Policy and Procedure Manual.

Finance Director Rath reviewed the issues addressed in the procedure, including workplace safety, discipline and termination. Discussion continued on state and federal law, which issues can be grieved, and workplace safety. It was questioned how the impartial hearing officer should be chosen. Discussion followed, noting it could be problematic if the hearing officer was an internal staff member. It was suggested that municipalities could share hearing officers, or a citizen could be appointed.

Motion Werderman, second Wing, to forward the proposed grievance procedure to the Village Board with a positive recommendation for approval. Motion carried without negative vote.

REPORTS:

Monthly Year to Date Financials - Revenue and Expense Report – All Funds –

Finance Director Rath reviewed the General Fund, water and sewer grants, building inspection revenues, and TIF #4 with the Committee.

Health and Dental Plans – Finance Director Rath reviewed the health plan actual figures for 2011 with the Committee. She reported that the dental plan is doing very well.

Impact Fees Financial Reports – Finance Director Rath reviewed the report with the Committee.

TIF Financial Updates – No report.

Accounts Payable – No discussion.

Monthly Code Violation Reports:

Building Inspection Department and Planning Department – No discussion.

C.I.P. Projects – Discussion followed on the committed funds projects and balances.

Letter of Credit Summaries:

Building Inspection Department, Public Works Department, and Planning Department – The Committee reviewed the reports.

Summary of all Village Contracts – The Committee reviewed the report.

NEXT MEETING: The next regular meeting is scheduled for Tuesday, September 27, 2011 at 6:30 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:25 p.m.

Respectfully Submitted,

Christine M. Micka, CMC/WCMC
Deputy Clerk