

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
December 19, 2011**

CALL TO ORDER: The meeting was called to order at 6:05 p.m. by Chairperson Zabel.

ROLL CALL: Chairperson Zabel and Trustee Members Hughes (arrived at 6:43 p.m.), Werderman and Wing. Also present Trustee Ewert (arrived at 6:08 p.m.), Administrator Schornack, Finance Director Rath, and Deputy Clerk Micka.

APPROVAL OF MINUTES: *Motion Wing, second Werderman, to approve the minutes from the November 21, 2011 meeting. Motion carried without negative vote.*

PUBLIC COMMENT: No-one addressed the Committee.

2012 SALARY RESOLUTION: Finance Director Rath stated that there are no changes to the salary resolution. The schedule does include two new positions: the foreman position in the Public Works Department and the Senior Program Coordinator. If the unions do not re-certify, a new salary resolution will be brought forward to the Committee.

Motion Werderman, second Wing, to approve the salary resolution as presented. Motion carried without negative vote.

Trustee Ewert arrived at 6:08 p.m.

BUDGET AMENDMENT – CARRYOVER RESOLUTION – 2011 Projects to 2012:

Finance Director Rath discussed the resolution with the Committee. The carry-over funds include capital projects and two general fund accounts for emergency government and hotel / motel tax funds. The carry-over accounts for the Library are not included and will be brought forward to the Committee at a later date. The actual amount of the carry-over funds will be determined after everything is processed from 2011 projects.

Discussion followed:

- The carry-over funds may be used for capital projects or toward debt service
- The carry-over amount of funds for asphalt paving
- \$1.4 million was allocated for asphalt paving, but only \$918,367 was spent
- Asphalt paving funds were for specific projects, and there were not enough funds to complete the projects
- If there were still funds in the paving account, another project could have been completed
- Carry-over funds could be used to decrease the amount for borrowing

Motion Wing, second Werderman, to forward approval of the resolution approving amendments to the 2012 budget to the Village Board after the final dollar amounts have been determined. Motion carried without negative vote.

REPORTS:

Monthly Year to Date Financials:

Revenue and Expense Report – All Funds:

Finance Director Rath stated that we will be in the black for 2011, most day to day revenues have been processed, some remaining expenses will need to be processed, and there is a new rate increase for the sewer utility.

Health and Dental Plans – Finance Director Rath reviewed the reports with the Committee. The Dental Plan is running extremely well, there are some large claims remaining in the Health Plan, and the Open Enrollment period had more employees electing to use the HSA Health Plan. For 2012, health plan deductibles were increased and there is an increase in the employee premium share. Discussion followed on checking with other companies for health insurance and the advantages of the stop loss carrier.

Impact Fees Financial Reports – Finance Director Rath stated that the impact fees for Park & Recreation and the Police Department will need to be used within the seven year time frame.

TIF Financial Updates – No report.

Accounts Payable – Finance Director Rath answered questions from the Committee.

Monthly Code Violation Reports:

Building Inspection Department and Planning Department – Administrator Schornack reviewed the report with the Committee and stated that there have problems with residents illegally dumping garbage. The Police Department tracked down residents that have been dumping illegally, and they will be required to cover all costs for clean-up.

C.I.P. Projects – Discussion followed on the fire engine that was ordered and the 600 Amp service to the Police Department that will be carried over to 2012.

Letter of Credit Summaries: Building Inspection Department, Public Works Department, and Planning Department – Discussion followed on the reason for Occupancy Bonds. Administrator Schornack stated that the bond was established because there was a problem with building occupancy prior to the completion of inspections. Occupancy requires four signatures by staff prior to issuance. If the bond is held, the Department Director will notify the Village Administrator, and the funds will be pulled.

Trustee Hughes arrived at 6:43 p.m.

Discussion was held on the opinion from Attorney DeStefanis regarding the fence installed along the north property line at Cousins. The Attorney's opinion is that replacement of the fence met all conditions imposed by the Village Board, and staff agrees with the opinion. After a long discussion, the Committee consensus is that there is no reason to pursue any further action, and the opinion of the Village Attorney is accepted.

Summary of all Village Contracts – Administrator Schornack reviewed the report with the Committee.

MEETING DATES: The next committee meeting will be Tuesday, January 24, 2012 at 6:30 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:57 p.m.

Respectfully Submitted,
Christine M. Micka, CMC/WCMC
Deputy Clerk