

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
June 28, 2011**

CALL TO ORDER: The meeting was called to order at 6:33 p.m. by Chairperson Zabel.

ROLL CALL: Chairperson Zabel and Trustee Members Hughes, Werderman and Wing. Also present Administrator Schornack, Finance Director Rath, and Deputy Clerk Micka.

APPROVAL OF MINUTES: *Motion Wing, second Hughes, to approve the minutes from the May 24, 2011 meeting, June 8, 2011 special meeting, and the June 14, 2011 special meeting. Motion carried without negative vote.*

PUBLIC COMMENT: No-one addressed the Committee.

GUIDELINES REGARDING PROCESS AND FUTURE DEVELOPMENT FOR GRANTING TIF INCENTIVES IN TID #4: Chairperson Zabel stated that this item is on hold until the Village Board has reached an agreement or policy.

20 YEAR CAPITAL EQUIPMENT PLAN / CAPITAL IMPROVEMENT PLAN:
Administrator Schornack reviewed the printout for the Capital Outlay Plan of 2011 – 2030. He reviewed items funded by general obligation bonds, principal and interest payments, and TID's.

Finance Director Rath explained the tax levy and noted that more information is expected from the state on levy limits for the next two years. In the past, new debt was allowed on top of the current debt.

Discussion will continue on the Capital Plan at future meetings.

REDISTRICTING OF THE VILLAGE OF GERMANTOWN – DRAWING WARD BOUNDARIES: Trustee Zabel reviewed the proposed with the Committee. He met with the County GIS Department and worked out a ward plan. There is one less ward in the plan; the County provided blocks and block census numbers; the County Attorney drafted a resolution; Germantown adopts an ordinance; and Sections 1.45 and 1.46 of the Village Code will need to be rescinded. Discussion followed on the advantages of approving a resolution or an ordinance.

Motion Werderman, second Hughes, directing staff and / or the Village Attorney to draft an ordinance incorporating the proposed ward / trustee plan dated June 24, 2011. Motion carried without negative vote.

SET CALENDAR AND GENERAL DISCUSSION FOR 2012 BUDGET: Administrator Schornack and Finance Director Rath reviewed the draft calendar for the budget process. The draft was the same as last year, which has a good flow and meets legal time frames. Discussion followed regarding committee review, working with zero growth, and that Department Directors will work with their committees on their budgets. The consensus of the committee is to approve the draft for the 2012 budget process.

REPORTS:

Monthly Year to Date Financials: Finance Director Rath noted that the report is for the month of May because of the late monthly meeting date. She reported that building permits are almost at budget for the year, which does not include electrical and plumbing permits. Expenses are trending accurate, gas prices are down, Act 10 is in effect in July and the savings are not budgeted.

Discussion followed on when union contracts expired, policy and grievance procedures when there is no union contract, unique positions and rules, and shifts and classifications. It was noted that there are 475 total employees, which includes approximately 100 regular full time, 30 regular part time, and 345 seasonal and paid on call employees. There are 55 employees in the union, not including police and fire.

Discussion followed on possibly changing the date in the month that meetings are held.

Revenue and Expense Report – All Funds – Discussion was held regarding the Board members calling the Village Attorney and the fees involved. The Attorney has office hours at 7:30 a.m. on Thursdays for Board members and staff.

Health and Dental Plans – Finance Director Rath stated that the dental plan is running well, health insurance is over expenses and will take a couple months to work through, but is still on track.

Impact Fees Financial Reports – Finance Director Rath reviewed the report with the Committee, noting that it is looking more positive.

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 – Finance Director Rath reviewed the report through the end of May with the Committee.

Letter of Credit Summaries:

Building Inspection Department, Public Works Department, and Planning Department – No discussion.

Summary of all Village Contracts – No discussion.

NEXT MEETING: The next regular meeting is scheduled for Tuesday, July 26, 2011 at 6:30 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:59 p.m.

Respectfully Submitted,

Christine M. Micka, CMC/WCMC
Deputy Clerk