

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
October 25, 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 and Wing. Also present Administrator Schornack, Finance Director Rath, and Deputy Clerk Micka. Absent and excused: Trustee Werderman.

APPROVAL OF MINUTES: *Motion Wing, second Hughes, to approve the minutes from the September 27, 2011 meeting. Motion carried without negative vote.*

PUBLIC COMMENT: No-one addressed the Committee.

WASTE MANAGEMENT COMPOST FACILITY PLAN OF OPERATION:

Mike Melan and Steve Meyer of Waste Management were present for discussion and to answer questions from the Committee.

Discussion followed, noting that Waste Management has a permit, but will need to apply for a license with the DNR; dumping on the site; use of Wasaukee Road and County Line Road by the trucks; and use of the internal road on the site.

Motion Wing, second Hughes, to forward to the Village Board with a positive recommendation acceptance of the Waste Management Compost Facility Plan of Operation. Motion carried without negative vote.

DISCUSSION OF POSSIBLE RFP FOR LEGAL SERVICES: Administrator Schornack distributed a letter from Attorney DeStefanis regarding his agreement for legal services. The current three year contract expires on March 1, 2012.

The Committee reviewed the letter from Attorney DeStefanis, noting there were very valid points addressed in the letter. Discussion followed on past history of sending out RFP's; if RFP's should be sent out for all contracts for services when they expire; there are no problems with the current firm; and other firms were interviewed when the last agreement expired.

Motion Wing, second Hughes, to direct the Administrator to send out for RFP's for legal services. Motion carried without negative vote.

REPORTS:

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

Funds:

Finance Director Rath discussed the monthly year to date report for September. She reviewed current revenues, history of the budget, grants, carry-over funds and higher revenue accounts. She stated that all costs seem to be in line, and that water and sewer accounts are tracking well.

Health and Dental Plans – Finance Director Rath distributed the savings report for Health Payment Systems through September. She noted that claims are running true, and costs would have been \$92,000 more without the discounts.

Impact Fees Financial Reports – Discussion followed on the impact fees for Park & Recreation and the Police Department, noting there are no current projects planned and funds need to be used before the seven year window ends.

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 – Discussion followed on the Planning Code violations listed on the report.

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

Letter of Credit Summaries:

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

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

MEETING DATES: The next meeting will be Tuesday, November 22, 2011 at 6:30 p.m.

The December meeting was tentatively scheduled for Monday, December 19, 2011 at 4:30 p.m., prior to the Village Board meeting.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:25 p.m.

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