

<b>MEETING:</b>	<b>REGULAR MEETING OF THE COMMITTEE OF THE WHOLE</b>
<b>DATE AND TIME:</b>	<b>Tuesday, October 17, 2023 6:30 PM</b>
<b>LOCATION:</b>	<b>Germantown Village Hall Board Room N112 W17001 Mequon Road</b>

## MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

The Committee of the Whole Meeting was called to order by Village Administrator Steve Kreklow at 6:30 PM.

II. **ROLL CALL:**

**Present:** Trustee Phil Hudson, Trustee David Baum, Trustee Bill Neureuther, Trustee Terri Kaminski, Trustee Jan Miller, Trustee Rick Miller, Trustee Jolene Pieper(by WebEx)

**Also Present:** Administrator Steve Kreklow, Clerk Donna Cox, Finance Director Matthew Uselding, Highways, Parks, Building & Grounds Superintendent Scott Anderson, Library Director Trisha Smith, Village Engineer Kevin Driscoll, Wastewater Superintendent Timothy Zimmerman

**Absent:**

**Excused:** Trustee Dennis Myers, President Dean Wolter

**Motion:** Appoint Trustee Baum as Chairperson due to Village President Dean Wolter's excused absence.

**Motioned By:** Terri Kaminski

**Seconded By:** Rick Miller

**Yes:** David Baum, Phil Hudson, Terri Kaminski, Jan Miller, Rick Miller, Bill Neureuther, Jolene Pieper

**No:** None

**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

III. **APPROVAL OF MINUTES:**

A. September 26, 2023

**Motion:** Approve Minutes from September 26, 2023 as presented

**Motioned By:** Terri Kaminski

**Seconded By:** Rick Miller

**Yes:** David Baum, Phil Hudson, Terri Kaminski, Jan Miller, Rick Miller, Bill Neureuther, Jolene Pieper

**No:** None

**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

**IV. 2024 DEPARTMENTAL BUDGET REVIEW**

**Motion:** Change the Order of Agenda Section IV. "Departmental Budget Review" to address Items C, D, and E first.

**Motioned By:** Terri Kaminski

**Seconded By:** Rick Miller

**Yes:** David Baum, Phil Hudson, Terri Kaminski, Jan Miller, Rick Miller, Bill Neureuther, Jolene Pieper

**No:** None

**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

**C. Highway**

Uselding presented the 2024 recommended budget for the Highway Department and advised that salaries and benefits comprise 1/3 of the budget. He further notes the increase in the State Salt Contract, the \$100,000 decrease in seal coating, the 4% increase in the Solid Waste Contract, the increase in public charges for services, \$118,000 increase in State Transportation Aid.

Trustee Kaminski inquired with Highways Superintendent Scott Anderson regarding the crack sealant increase of 14%. Anderson advised the increase is due to newer product, which last longer than previously used product, so there is an increase in cost for the newer product. Trustee Neureuther questioned the salt budget, seal coating budget, and the 2024 patrol truck. Anderson advised the salt increase is to purchase 'early fill salt' and that the budget cycle doesn't line up with the ordering cycle, that although seal coating was reduced - crack filling is not included in the seal coating budget, and that the truck ordering/replacement would be one a year (that two patrol trucks were ordered in 2023 due to manufacturer shortage in 2022). Trustee Hudson inquired about the construction message center board, which Anderson clarified would be a trailer mounted electronic message board they could have available to the public for important messages. Trustee Jan Miller inquired about the solid waste contract (7 year total contract per Kreklow) and inquired about the efficiencies of storing salt in two places. Anderson commented that storing salt in different locations helps geographically for truck drivers.

D. Parks

Uselding notes that 68% of the Parks recommended budget is salary and benefits, the \$7,000 increase in gas and oil expenses, and the non-borrowed capital budget there are four projects (Bandshell Stell Paint, Fireman's small restroom repair, single axel trailer purchase, and litter vacuum. Trustee Neureuther questioned the non-borrowed capital budget items as to which are priority. Anderson notes the reduction of this budget already (From \$453,000 to \$161,000) and he would further look at the projects.

E. Buildings & Grounds

Uselding notes that the 54% of the Buildings and Grounds budget comprises salaries and benefits, \$154,000 was budgeted towards the Cleaning Contract for Village Buildings, \$25,000 to the upgrade of Fire, Burglar and Panic Alarms, and a \$52,000 upgrade for key card access to Village Hall to create additional security and to mirror the new DPW facility.

A. Library

For the 2024 Library Budget, Uselding notes the change in the minimum amount in order to be exempt from County Tax changed from \$761,063 to \$635,534. Cutting \$100,000 from the budget was a challenge and advised there would be a 4.5% decrease in Village contribution to the Library, decrease in operating and part time staff hours, a decrease in materials and programming. Library Director Trisha Smith advised the Library had 92,000 visitors last year, that the cut in Library's hours would be less than what neighboring communities offer, and advised less sessions would be offered for some programs or some would be cut entirely. Smith said the biggest hit to the Library, in her opinion, would be the hours of operation and having to decrease the number of hours open on Saturday for visitors.

Trustee Jan Miller is not in favor of cutting staff or hours at the Library. Trustee Kaminski commented that she would be willing to look at the budget again as she recognizes the need in the community for library services.

B. Engineering

Uselding notes a salary and fringe benefits decrease due to two vacancies and there aren't any new projects currently budgeted for the Engineering Department, only roll over projects. Village Engineer Kevin Driscoll mentioned the possibility of a new design software by the end of 2023.

F. Residential Yard Waste Facility

Uselding notes the majority of the Residential Yard Waste Facility Budget is comprised of the curbside pickup of recycling and the States does provide aid for recycling. Wastewater Superintendent Timothy Zimmerman advised they do not

anticipate planning on increasing hours at the recycling facility. Zimmerman advised the State requires a recycling pick up of 107 ton per capita; the Village of Germantown picks up 148 ton per capita so we are ahead of the State mandate.

**Motion:** Change the Order of Agenda Section IV. "Departmental Budget Review" to address Item H before Item G.

**Motioned By:** Jolene Pieper

**Seconded By:** Jan Miller

**Yes:** David Baum, Phil Hudson, Terri Kaminski, Jan Miller, Rick Miller, Bill Neureuther, Jolene Pieper

**No:** None

**Abstain:** None

**Motion Passed (Yes 7, No 0, Abstained 0)**

H. Sewer Utility

Uselding notes that 63% of the Sewer Utility Budget comprises MSSD charges (User and Capital Charges), and advised the largest Capital Project would be the County Line Road land purchase for \$1.1 million.

Trustee Pieper inquired why the Village doesn't treat its own wastewater. Zimmerman and Kreklow both advised that treatment facilities have been consolidated, and that in the 1980's the Village was phased out and went to a regional facility. Trustee Jan Miller inquired if the lift station could be expanded or improved, however, Zimmerman pointed out it is in the right of way and Buffalo Wild Wings also owns nearby property, so it would not be possible.

G. Water Utility

Uselding notes that 41% of the Water Utility Operating Budget comprises debt service payments, depreciation, and property tax equivalent. The Water Tower rehab is budgeted for \$735,000 and Well No. 7 rehab for \$150,000. Trustee Pieper asked Water Superintendent Paul Haugen what the increase of \$175,000 in supply maintenance was specifically allocated towards. Haugen advised it was for maintenance/rehab of Well No. 5, however, the maintenance should be done in 2023. He further notes that every 10 years the DNR requires the wells to be pulled apart, inspected, and reconditioned and the increase in budget was for Well No. 7 maintenance done in 2024.

**Motion:** To Remove \$175,000 from the Water Utility Budget for Maintenance of Well No. 7 in 2024 and Push Maintenance to 2025.

**Motioned By:** Jolene Pieper

**Seconded By:** None

**Motion Failed Due to Lack of A Second**

Kreklow notes that Water Fund is a self-sustaining fund and cannot be used to pay for General Fund expenses.

V. **NEXT MEETING DATE:** *October 24, 2023 @ 6:30 PM - Village Hall Board Room*

VI. **ADJOURNMENT:**

The Meeting of the Whole was adjourned at 8:32 PM.