

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
January 24, 2012**

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 and Wing. Also present Trustee Ewert, Administrator Schornack, Finance Director Rath, and Deputy Clerk Micka. Absent: Trustee Werderman.

APPROVAL OF MINUTES: *Motion Wing, second Hughes, to approve the minutes from the December 19, 2011 meeting. Motion carried without negative vote.*

PUBLIC COMMENT: No-one addressed the Committee.

APPROVAL OF THREE YEAR AGREEMENT WITH R&M FOR WEB HOSTING FOR GIS SERVICES: Finance Director Rath reviewed the proposed three year GIS Service Agreement from Ruekert & Mielke with the Committee. The proposed amount is \$12,900, which is an increase of \$375 per year, or \$125 each for the General Fund, Water, and Sewer.

Discussion followed, noting that the Village is not compatible with Washington County, possible cost savings, and general public access.

Motion Wing, second Hughes, to forward to the Village Board approval to renew the three contract with R&M for web hosting of GIS services. Motion carried without negative vote.

VILLAGE ATTORNEY PROPOSALS: The Committee reviewed the proposals that were received for the Village's Legal services. Consensus of the Committee was to interview four firms and to schedule a Committee of the Whole meeting to conduct the interviews.

Motion Wing, second Hughes, to schedule a Committee of the Whole meeting to interview the following firms for legal services:

DeStefanis Law Offices

Wesolowski, Reidenbach & Sajdak, S.C.

MacGillis Wiemer LLC

Michael Best & Friedrich LLP

Motion carried without negative vote.

REVIEW BOARD OF ZONING APPEALS APPLICATION FEE: Chairperson Zabel placed this item on the agenda. A neighbor of Trustee Zabel has filed an appeal, and he is questioning the \$560 application fee.

Planner Retzlaff submitted information regarding the fee structure, cost estimates to process an appeal, and background information. The Committee reviewed the information and discussed the fee structure. Committee consensus is to gather more information before a decision is made on the fee.

Motion Zabel, second Hughes, to postpone action until additional information has been received from other municipalities on fees and procedures. Motion carried without negative vote.

REPORTS:

Monthly Year to Date Financials: Finance Director Rath stated the year end financials are close to being complete, there is one more week of payables to process, and 2011 should end positively.

Revenue and Expense Report – All Funds: Finance Director Rath reported that General Fund revenues are higher, state & county aids were received, and there are some carry-over funds to process. The General Fund expenses showed some savings in highway due to the mild winter, Library expenses are lower, and staffing costs are stable.

Health and Dental Plans: Finance Director Rath reviewed the reports with the Committee. Discussion followed on the amount of the reserve and possibly looking at savings in other accounts to be transferred to the health account.

Intergovernmental Loans: Finance Director Rath reviewed the report with the Committee and answered questions.

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

TIF Financial Updates: Finance Director Rath discussed information received from Jim Mann of Ehlers regarding refinancing of the note. Discussion will take place at the February 6 Village Board meeting.

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

Monthly Code Violation Reports: Building Inspection Department and Planning Department: Administrator Schornack reviewed the reports with the Committee and answered questions.

C.I.P. PROJECTS: Finance Director Rath reviewed the report with the Committee and answered questions.

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Letter of Credit Summaries: Building Inspection Department, Public Works Department, and Planning Department: Administrator Schornack reviewed the reports with the Committee.

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

MEETING DATES: The next committee meeting will be Tuesday, February 28, 2012 at 6:30 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:05 p.m.

Respectfully Submitted,

Christine M. Micka, CMC/WCMC
Deputy Clerk