

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
June 19, 2012**

CALL TO ORDER: The meeting was called to order at 5:05 p.m. by Chairperson Zabel.

ROLL CALL: Chairperson Zabel and Trustee Members Baum, Kaminski and Vanderheiden. Also present Administrator Schornack, Finance Director Rath, and Community Development Department Director Retzlaff.

APPROVAL OF MINUTES: *Motion Vanderheiden, second Kaminski, to approve the minutes from the May 22, 2012 meeting. Motion carried without negative vote.*

PUBLIC COMMENT: No-one addressed the Committee.

DISCUSSION AND POSSIBLE ACTION ON SHORT AND LONG-TERM ALTERNATIVES FOR THE DELIVERY OF BUILDING INSPECTION SERVICES:

Community Development Department Director Retzlaff was present to continue discussion of Building Inspection services. He stated that a letter was sent to all contractors notifying them that Tom Downing has retired and the Village has hired two part-time building inspectors that started on Friday, June 15th. He discussed their requests for an increase in salary with the Committee.

Motion Vanderheiden, second Baum, to approve the following increases in salary: Mike Gottmann to \$35.00 per hour, and Bill Schaeffler to 50% of commercial electrical permit fees. Motion carried without negative vote.

Mr. Retzlaff reviewed possible long-term solutions for inspection services. He will continue to work with Independent Inspections for a long-term solution. He suggested continuing with the two part-time inspectors for at least a couple of months.

The Committee consensus was to continue with the current staffing for the short-term.

Mr. Retzlaff reported that the City of West Bend is proposing \$55.00 per hour and a \$500 monthly retainer, plus mileage and plan review fees. West Bend would prefer to have the hours together, which Mr. Retzlaff did not feel would work out best for the Village. Discussion on inspection services will continue at the next committee meeting.

PRESENTATION AND DISCUSSION REGARDING MUNICIPAL INVESTMENT STRATEGIES – Ken Herdeman, Ehlers Investments Partners: Finance Director Rath explained that the Village has about \$20 million in cash and investments. A representative from Ehlers Investments Partners is present to discuss investment strategies.

Mr. Ken Herdeman, Ehlers Investments Partners (EIP), stated that the Village could purchase bonds from other Wisconsin municipalities. EIP prepares cash flow forecasts to determine how much and how long money can be invested. The fee is 0.15% of assets management under \$5.0 million. The average client is \$3.5 million under ETP's management, which resulted in an income of around \$25,000.

Motion Kaminski, second Baum, to bring forward an investment advisory agreement. Motion carried without negative vote.

FINAL PAYMENT TO ECONOMIC DEVELOPMENT WASHINGTON COUNTY

(EDWC): *Motion Kaminski, second Vanderheiden, to make a recommendation to pay out the remaining \$4,000. Motion carried without negative vote.*

INTERNET SERVICE AT VILLAGE HALL: Administrator Schornack reported that Joe Kitzinger will be looking at additional internet service options. Mr. Kitzinger will be invited to the next Committee meeting. No action was taken, and further discussion will continue at the next meeting.

REPORTS:

Monthly Year to Date Financials:

Revenue and Expense Report – All Funds: Finance Director Rath reviewed the reports with the Committee.

Health and Dental Plans: Finance Director Rath reviewed the reports with the Committee.

Impact Fees Financial Reports: Finance Director Rath reported that Police and Park & Recreation have funds that will need to be spent in the near future.

TIF Financial Updates: No discussion.

Accounts Payable: No discussion.

Monthly Code Violation Reports: Building Inspection Department and Planning Department: The Committee reviewed the reports.

C.I.P. PROJECTS: It was noted that there is approximately \$48,000 in uncommitted funds.

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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 committee meeting will be Tuesday, July 17, 2012 at 5:00 p.m.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:20 p.m.

Respectfully Submitted,

David Schornack
Village Administrator