

Village of Germantown
General Government & Finance Committee
Meeting Minutes
February 20, 2023

CALL TO ORDER: The meeting was called to order at 6:00 pm by Chairperson R. Miller

ROLL CALL: Chairperson R Miller, Trustees: Kaminski, and Myers. Trustee Neureuther is absent excused. Also present Administrator Kreklow, and Clerk/Treasurer Braunschweig.

APPROVAL OF MINUTES: January 23, 2023 – **MOTION (Kaminski/Myers) to approve the minutes. Motion carried unanimously.**

PUBLIC COMMENT:

Melanie Smythe of Cedar Lane came to the podium. She commented in favor of the current number of Trustees per district. She commented in favor of the Part-time Village Attorney item.

Trustee Jan Miller came to the podium and she questioned the Number of Village Trustees on the agenda. She commented against the Village Attorney Position and to evaluate on the workload and to look at the contract and budget. She commented on and RFP for the Village Attorney Position.

Scott Hefle of Old Farm Road came to the podium. He distributed a hand-out of best uses of \$100,000.

NEW BUSINESS:

A. Discussion on Number of Village Trustees.

Chair R. Miller commented he researched and brought the item forward. He referenced the Wisconsin State Statute that requires six. We are one of four Village Boards in the state that have eight. If you only have six, the major boards or committees go down to three. The County has reduced the number of Supervisors.

Discussion ensued that this number has been in place for a lot of years and works well to assist newer members. Discussion ensued of population of other municipalities and number of elected officials. Two per district seems appropriate.

Discussion ensued of looking at the structure at the time of the next census.

B. Part-Time Village Attorney Position.

Administrator Kreklow presented information on the Part-Time Village Attorney Position. Much of the legal work is not glamorous. There are mundane items such as easements and road public infrastructure legal work that needs to be completed. The timeliness of the work suffers. This is splitting the resource two ways between Germantown and another municipality. This is budget neutral. His time is charged to the appropriate fund. Discussion ensued of the timing of the request. Discussion ensued to review at budget time.

Motion (Kaminski/Myers) to postpone until August / September Budget time. Motion carried unanimously.

C. Invoices for 2023 Economic Development Washington County Dues.

Motion (Kaminski/R. Miller) to approve Invoices for 2023 Economic Development Washington County Dues in an amount not to exceed \$10,259. Motion carried unanimously.

D. Ordinance 02-2023 an Ordinance Amending Chapter 12 (Licenses and Permits) of the Village of Germantown, Relating to Weights and Measures Licensing Requirements.

Motion (Myers/Kaminski) to recommend Ordinance 02-2023 an Ordinance Amending Chapter 12 (Licenses and Permits) of the Village of Germantown, Relating to Weights and Measures Licensing Requirements. Motion carried unanimously.

E. Resolution 03-2023, Establishing 2023 Fee Schedule for Weights and Measures Devices.

Motion (Myers/Kaminski) to recommend Resolution 03-2023, Establishing 2023 Fee Schedule for Weights and Measures Devices. Motion carried unanimously.

F. Music at the Pavilion Entertainment Costs.

Motion (Myers/Kaminski) to approve the Pavilion Entertainment Costs to hire 6 bands for a total of \$22,000, with no single band exceeding the cost of \$9,000. Motion carried unanimously.

G. 2021 Audit Update.

Entries are in process and are being reviewed; these are interfund entries between the funds to ensure balancing of the trail balance. This is very tedious and time consuming. I am very thankful for the Village Accountant that is in place.

H. Discussion on Improvements to the Village Website.

Manager Hirn came to the podium. An upgrade is coming in 2024. A program is in place to fix broken links or misspelled words. Discussion ensued of a survey to find what the Elected Officials and residents would like to see on the website. The Village website is accessible as far as language, and size. The Village has an annual reoccurring contract with the website. We just signed up with Civic Clerk. Discussion ensued of the costs. Discussion ensued of revise and grancious as a website holder. Discussion ensued of the website layout. Discussion ensued of a survey for the website.

UNFINISHED BUSINESS: None

REPORTS:

A. Monthly Financial Summary

Accounts Payable– January 14, January 18, January 20, January 21, January 27, January 28, February 3, February 4, February 9, February 10, February 11, and February 17.

1. Year to date Budget Comparisons.

The reports were available for review.

2. Letter of Credit Report.

The reports were available for review.

SCHEDULE NEXT MEETING: Then next meeting will be on March 20, 2023 at 6:00 pm

ADJOURNMENT: Chairman Miller adjourned the meeting at 6:56 pm

Respectfully Submitted,

Deanna Braunschweig

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Village Clerk/Treasurer