

MEETING:	REGULAR MEETING OF THE GENERAL GOVERNMENT & FINANCE COMMITTEE
DATE AND TIME:	Monday, September 16, 2024 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

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.*

Chairperson Trustee Rick Miller called the General Government & Finance meeting to order at 5:30 PM.

II. **ROLL CALL:**

Present: Trustee Rick Miller, Trustee Jan Miller, Trustee Terri Kaminski

Absent: Trustee Jolene Pieper

Excused:

Also Present: Village Administrator Steve Kreklow, Finance Director Matthew Uselding, Fire Chief John Delain, Village Clerk Donna Ott

- III. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*

Sarah Larson (W159N9737 Butternut Rd) spoke regarding Unfinished Business Item A and New Business Items A and B.

IV. **CONSENT AGENDA:**

A. MINUTES: August 19, 2024

Original Motion: Approve as presented

Motioned By: Trustee Kaminski

Seconded By: Trustee Jan Miller

Amended Motion: Amend August 19, 2024, Minutes to Indicate that the Economic Development Washington County (EDWC) was Cut Short Due to Technical Difficulties

and would be Rescheduled

Motioned By: Trustee Kaminski

Seconded By: Trustee Jan Miller

NOTE: Per a request made during the October 21, 2024, General Government & Finance Committee meeting, it was requested to indicate that it was decided that this presentation be brought directly to the Village Board instead of the General Government and Finance Committee.

Amended Motion:

Yes: Trustee Rick Miller, Trustee Jan Miller, Trustee Kaminski

No: None

Abstain: None

Amended Motion Carried by Voice Vote (Yes 3, No 0, Abstained 0)

Original Motion:

Yes: Trustee Rick Miller, Trustee Jan Miller, Trustee Kaminski

No: None

Abstain: None

Original Motion Carried by Voice Vote (Yes 3, No 0, Abstained 0)

V. UNFINISHED BUSINESS

A. Discussion on RFPs for Professional Services

Administrator Kreklow led discussion regarding RFPs for professional services, and asked the Committee for direction as it relates to prioritizing contracts undergoing the RFP process. Trustee Kaminski requested that any contract that is five years old or older should be brought to the Committee for review, specifically the Village's legal services contract.

B. Shortening Village Board Meetings

Trustee Rick Miller advised that Trustee Hudson requested that the General Government & Finance Committee provide suggestions to the Village Board regarding the ongoing conversation about how to shorten Village Board meetings.

After some discussion, the following recommendations will be forwarded to the Village Board for consideration:

1. Follow Roberts Rules of Order
2. Be Prepared for Each Meeting
3. Keep the Size of the Village Board the Same
4. Request that Staff Provides the Agenda and Packets for Village Board and Three Standing Committees on the Preceding Thursday instead of Friday

Motion: Move These Ideas for Shortening Village Board Meetings to the Village Board

Motioned By: Trustee Jan Miller

Seconded By: Trustee Kaminski

Yes: Trustee Rick Miller, Trustee Jan Miller, Trustee Kaminski

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 3, No 0, Abstained 0)

C. ARPA Update

Finance Director Useldong provided the monthly ARPA update.

VI. NEW BUSINESS:

A. Resolution Authorizing the Issuance and Sale of Not To Exceed \$2,790,000 General Obligation Promissory Notes, Series 2024B

Motion: Approve Resolution Authorizing the Issuance and Sale of Not to exceed \$2,790,000 General Obligation Promissory Notes, Series 2024B

Motioned By: Trustee Kaminski

Seconded By: Trustee Rick Miller

Yes: Trustee Rick Miller, Trustee Jan Miller

No: Trustee Kaminski

Abstain: None

Motion Carried by Voice Vote (Yes 2, No 1, Abstained 0)

B. FD Administrative Manager Pay

Fire Chief Delain requested approval to move a current employee from Pay Position 1 to Pay Position 2 due to an increase in job responsibilities. Trustee Kaminski requested to see a current job description and the new job description.

Motion: Table Item Until Next General Government & Finance Meeting to Allow More Time to Review Current and New Job Descriptions

Motioned By: Trustee Kaminski

Seconded By: Trustee Jan Miller

Yes: Trustee Rick Miller, Trustee Jan Miller, Trustee Kaminski

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 3, No 0, Abstained 0)

VII. REPORTS:

Finance Director Uselding provided the following reports and answered questions from trustees:

- A. Accounts Payable
- B. Budget to Actual
- C. Payroll
- D. Contracts

VIII. ADJOURNMENT:

Chairperson Trustee Rick Miller adjourned the General Government & Finance meeting at 6:36 PM.