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| <b>MEETING:</b>       | <b>REGULAR MEETING OF THE GENERAL GOVERNMENT &amp; FINANCE COMMITTEE</b> |
| <b>DATE AND TIME:</b> | <b>Monday, October 21, 2024 5:30 PM</b>                                  |
| <b>LOCATION:</b>      | <b>Germantown Village Hall Board Room<br/>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.*

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

II. **ROLL CALL:**

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

**Absent:** Trustee Jolene Pieper

**Also Present:** Village Administrator Steve Kreklow, Finance Director Matthew Uselding, Support Services Manager Erin Hirn, 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 the MLG agreement for a sanitary sewer easement and land transfer for High Point Pass right-of-way.

Melanie Smythe (N140W17935 Cedar Ln) spoke regarding contracts and the Village Center District.

Scott Hefle (W159N10514 Old Farm Rd) spoke regarding ARPA Dollars, the new Asset Manager position, and the RFP for legal services.

IV. **CONSENT AGENDA:**

A. Minutes: September 16, 2024

**Motion 1:** Approve as presented

**Motioned By:** Trustee Kaminski  
**Seconded By:** Trustee Jan Miller

Trustee Jan Miller requested that the following amendments be made to the September 16, 2024, minutes:

1. Add more descriptive details to comments made during Citizen Input.
2. Add note to advise that the EDWC presentation previously interrupted by technical difficulties was brought directly to the next Village Board meeting instead of the next General Government & Finance Committee meeting.

**Motion 2:**

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

**No:** None

**Abstain:** None

**Motion 2 Carried by Voice Vote (Yes 3, No 0, Abstained 0)**

**Motion 1:**

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

**No:** None

**Abstain:** None

**Motion 1 Carried by Voice Vote (Yes 3, No 0, Abstained 0)**

**V. UNFINISHED BUSINESS**

A. FD Administrative Manager Pay

**Motion:** Approve pay increase to \$26.00/hour, moving the position to Level II pay grade

**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)**

B. ARPA Update

Finance Director Uselding provided the monthly ARPA Update.

**VI. NEW BUSINESS:**

A. Resolution Authorizing 2025 Non-Union Merit Pool

**Motion:** Approve as presented, assuming the 2025 Budget is approved and passed

**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)**

- B. Resolution Approving the 2025 Germantown Municipal Employees Union Local 730 Contract

**Motion:** Postpone this item until the next General Government & Finance Committee meeting

**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. Draft Legal Services Request for Proposals

Administrator Kreklow led a discussion regarding the process for Legal Services RFPs. Direction was given to Administrator Kreklow to review Legal Services RFPs and have department heads review and approve.

*NOTE: Per a request made during the November 18, 2024, General Government & Finance Committee meeting, these minutes have been amended to state that direction was given to Administrator Kreklow and department heads to review RFPs and refer them to the General Government & Finance Committee and Village Board for the approval process.*

- D. Approval of job description and pay classification for the DPW Asset Management and Operations Specialist position.

**Motion:** Approve as presented, assuming the 2025 Budget is approved and passed

**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)**

E. Resolution Disallowing the Claim of Mayshell Sardina

**Motion:** Approve the resolution disallowing the claim

**Motioned By:** Trustee Kaminski

**Seconded By:** Trustee Jan Miller

**Yes:** Trustee Rick Miller, Trustee Kaminski

**No:** Trustee Jan Miller

**Abstain:** None

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

**VII. REPORTS:**

Finance Director Uselding and Support Services Manager Hirn provided the following reports and answered questions from trustees. Regarding Item D (Employee Turnover Report), Support Services Manager Hirn shared that 4 terminations were resignations and 3 terminations were retirements.

A. Accounts Payable

B. Budget to Actual

C. Payroll

D. Employee Turnover Report

E. Contracts

**VIII. ADJOURNMENT:**

Chairperson Trustee Rick Miller adjourned the General Government & Finance Committee meeting at 6:39 PM.