

**VILLAGE OF GERMANTOWN  
GENERAL GOVERNMENT & FINANCE COMMITTEE  
MEETING MINUTES  
February 18, 2014**

**CALL TO ORDER:** The meeting was called to order at 5:33 p.m. by Chairperson Zabel.

**ROLL CALL:** Chairperson Zabel and Trustee Members Baum, Kaminski and Vanderheiden. Also present Administrator Schornack, Finance Director Rath, Clerk Goeckner, and Deputy Clerk Micka.

**APPROVAL OF MINUTES:** *Motion Baum, second Kaminski, to approve the minutes from the January 21, 2014 meeting. Motion carried without negative vote.*

**PUBLIC COMMENT:** No-one addressed the Committee.

**UPDATE ON REPLACEMENT OF BOARD ROOM AUDIO / VISUAL AND CABLE EQUIPMENT:** Clerk Goeckner gave an update on the progress for updating cable equipment, and provided a quote for equipment replacement.

Clerk Goeckner reported that the AT&T U-Verse box was removed for repairs, the box is obsolete, there is no support available, and the cost for repairs will be over \$1,000.00. The City of West Bend has been providing advice to the Village, they are switching equipment, and would have a replacement box available for Germantown to purchase. Replacement of the AT&T box is included in the quote at a cost of \$6,535.00. Time Warner Cable is not currently running, but it is their issue. Channels 13, 14, 25, and School District Channel 96 are all unavailable, and Time Warner has been telling customers the issue is with the Village. The Village has not received a response from Time Warner and there has been no resolution to the problem.

Discussion followed:

- ✓ Senator Darling's Office was contacted by a Trustee;
- ✓ The Village will begin the process of streaming Village Board meetings on the website;
- ✓ A computer has been purchased for the streaming;
- ✓ The Village Board needs to determine which meetings they would like to see streamed on the website; and
- ✓ If the Village Board would like to see additional meetings streamed on the website, there would be additional fees.

Clerk Goeckner reviewed the quote specifics with the Committee. The equipment could be switched for a total cost of \$26,686.00. She requested direction from the Committee on how to proceed with the equipment replacement. It was noted that \$8,400.00 is available in carry-over funds to be used for immediate equipment needs. If the Village chooses to provide a public access channel, we have to provide the equipment. The camera and video equipment is old, but is working.

Administrator Schornack updated the Committee on replacement of the microphones. He stated that most of the microphones work, but there are a few needing replacement. He has been checking on-line, but has not been able to find replacement parts.

After a long discussion, the Committee consensus was to proceed with the process of streaming Village Board meetings on the website, and to get Time Warner Cable up and running.

**EHLERS INVESTMENT PARTNERS – INVESTMENT ADVISORY AGREEMENT**

**RENEWAL:** Finance Director Rath reviewed the investment advisory agreement for approval by the Committee. She noted that there are no changes, just updated language in the agreement. Ken Herdeman of Ehlers Investment Partners was present to discuss the agreement with the Committee.

Mr. Herdeman reviewed the language changes in the agreement. References to Municipal Advisors was removed from the agreement since Ehlers has always been a Securities and Exchange Commission (SEC) registered advisory firm. Under the Dodd-Frank Wall Street Reform and Consumer Protection Act the SEC and Municipal Securities Rulemaking Board (MSRB) were charged with defining, creating rules and regulating Municipal Advisers.

Mr. Herdeman reviewed the termination assignment in paragraph 11 of the agreement. 30 days notice is required to terminate, but 1 year can be put in as the only change in the agreement.

Discussion followed regarding an annual review date or no end date in the agreement.

***Motion Kaminski, second Baum, to forward to the Village Board with a positive recommendation acceptance of the Investment Advisory Agreement contract to include an annual review date. Motion carried without negative vote.***

Mr. Herdeman provided a brief report on the Village investments. He distributed a report of the Investment Returns for the 12 months ending December 31, 2013. He noted that \$9,136,000 in December was actually closer to \$10.5 million, as the investments moved from Chase were not included in that number. He discussed that the value changes every day on investments based on interest rates and reviewed substantial unrealized loss with the Committee.

Mr. Herdeman stated that the firm managed a little more than \$9,000,000; the amount earned was \$81,000; the firm was paid \$14,000 to manage investments; and the net return was \$66,000. He also noted that \$57,000 more was earned with the firm, as opposed to keeping the funds with another manager.

The Committee and Finance Director were pleased with the service provided by Ehlers, and felt there was a good relationship between the firm and the Village.

**AT&T ISDN PRI CONTRACT RENEWAL:** Finance Director Rath reviewed the contract renewal with AT&T for ISDN PRI services that will expire on March 1, 2014. The contract was implemented when we worked with Joe Kitzinger a few years ago. The service delivers voice through the village phone system, number on available lines and per volume calls. She has been working with Bob Gagliano, our contact representative, who sent the State of Wisconsin master for pricing which lowers the monthly cost about \$60.00. The contract is between AT&T and the State.

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Finance Director Rath reviewed the changes between the old contract and the new contract. She noted that the contract is just for the ISDN PRI services, and is not related to AT&T U-Verse. The Committee recommended that the Village contact Bob Gagliano to obtain assistance with the issues regarding AT&T U-Verse.

***Motion Kaminski, second Baum, to forward to the Village Board with a positive recommendation acceptance of the state contract for AT&T ISDN PRI services for a three year period. Motion carried without negative vote.***

**GENERAL INFORMATION REGARDING VILLAGE PICKUP OF CURBSIDE WASTE AND RECYCLING:** Duane Wolfram, W142 N9721 Knollcrest Circle, addressed the Committee regarding pickup of curbside waste and recycling for the Autumn Ridge Condominium Association.

Mr. Wolfram stated that there are 56 owners in the Association. The recycling and waste pickup was scheduled for Tuesdays, and then was switched to Fridays. The residents are at the end of the route, and have had continual problems for two months with pickup not being done until the middle of the next week. He contacted the Public Works Department for a solution to the problem. He also spoke with Waste Management headquarters in Minnesota, and was able to get the pickup day changed to Tuesdays.

Mr. Wolfram discussed garbage pickup for condominium associations. The Autumn Ridge Condominium Association pays \$9,000 annually to Waste Management for garbage pickup. He referred to the Condo Revision Law of 2004, where there was a change stating that a municipality could not impose a greater burden or provide lower services to condominiums under a different form of ownership. He also referred to a League of Municipalities Bulletin in 2006 regarding changes to Wisconsin law that affects municipalities in regard to these services. He questioned why the association was being treated differently since other municipalities have changed their policy, and he requested that the Village change their policy for garbage pickup for condominium associations. He also stated that he had contacted Senator Darling's Office, and was told that the law was designed for residential property of the same character, making the distinction between business and apartments, which have dumpsters.

Administrator Schornack provided a memo to the Committee regarding a survey he conducted during a regional administrators meeting. He requested information from 8 municipalities asking if they pick up garbage and recycling for condo associations, and if so what they charge. One municipality picks up both, and one picks up garbage, and both include the charge in the tax levy. Mr. Schornack read an e-mail received from the City of West Bend, which stated that municipalities picking up recycling for condominiums of 5 or greater units could be ineligible for the DNR grant program for recycling. Since Germantown participates in the DNR grant program, he will need to verify if this information is accurate.

Discussion followed:

- ✓ Developers agreements include the requirements for garbage and recycling pickup established during negotiations with the developers;
- ✓ Lawsuits by two condominium associations;
- ✓ 1 to 4 units are classified residential, and over 5 units are classified as commercial;
- ✓ If owners are paying taxes for a service that they are not receiving;
- ✓ Other developments could come forward requesting garbage and recycling pickup;
- ✓ Autumn Ridge Condominium Association Developers Agreement was a result of negotiations for these services; and
- ✓ Restrictions in the Developers Agreement should be disclosed at the time of sale.

The Committee consensus was to review these services during negotiations for waste and recycling services for the current contract expiring in 2015. The Committee requested information from other municipalities on fees collected for recycling and garbage collection.

Mr. Wolfgram thanked the Committee for providing the opportunity to discuss this issue.

#### **REPORTS:**

##### **Monthly Year to Date Financials:**

**Revenue and Expense Report – All Funds:** Finance Director Rath reviewed the report with the Committee. She will provide a carry-over resolution to be placed on the March Committee agenda for approval.

**Health and Dental Plans:** Finance Director Rath reported that claims for December were received in January and February, and a stop loss payment of \$141,000 is expected. She stated that the new rule change for the health care act allows one more year for implementation. The previous rule required that health insurance must be offered to 90% of employees; and the new rule requires that insurance be offered to 70% of employees. She noted that with Paid On Call Fire Department employees, Park & Recreation employees, and Library employees, there are at the high end approximately 15 employees working 30 hours that would be eligible for health insurance.

**Impact Fees Financial Reports:** Finance Director Rath reviewed the report noting that the sewer connection fee increased by 3.25% yearly.

**Accounts Payable:** No discussion.

**Monthly Code Violation Reports: Building Inspection Department and Planning Department:** No discussion.

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**C.I.P. PROJECTS:** Finance Director Rath reviewed the new project list with the Committee.

**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.

**NEXT MEETING:** Tuesday, March 18, 2014 at 5:00 p.m.

The Committee discussed possible dates for the April meeting due to the Village Board Organizational meeting. It was decided to meet at 5:00 p.m. on Tuesday, April 15, prior to the Organizational meeting. The committee requested that possible cancellation of the Village Board meeting on April 21 be placed on the next Village Board agenda.

**ADJOURNMENT:** There being no further business, the meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Christine M. Micka, CMC/WCMC  
Deputy Clerk