

**VILLAGE OF GERMANTOWN  
GENERAL GOVERNMENT & FINANCE COMMITTEE  
MEETING MINUTES  
January 20, 2020**

**CALL TO ORDER:** The meeting was called to order at 6:00 p.m. by Chairperson Zabel.

**ROLL CALL:** Present: Chairperson Zabel, Trustee Members: Baum and Miller. Trustee Kaminski absent excused. Also present: Trustee Wing, Attorney Sajdak, Clerk Braunschweig, Finance Director Rath, Administrator Kreklow, and Director Schroeder.

**APPROVAL OF MINUTES:** December 16, 2019 – **MOTION (Baum/Miller) to approve the December 16, 2019 minutes. Motion carried unanimously.**

**PUBLIC COMMENT:** No public comment.

**NEW BUSINESS:**

A. Setting of Police Chief Salary.

**Administrator Kreklow gave information to the item. He reviewed a memo in regard to the recommended police chief salary of \$102,290 which is at the mid-point. The salary would be retroactive to January 1<sup>st</sup>.**

**Motion (Baum/Miller) to recommend setting the Police Chief Salary at \$102,290 and retroactive to January 1st. Motion carried unanimously. This item is on the Village Board Meeting Agenda that follows.**

B. Comprehensive Outdoor Recreation Plan – Professional Services Contract Amendment w/ GRAEF.

**Director Schroeder came to the podium. He reported on the Park and Recreation Planning from October 2019. The amendment is for the Comprehensive Outdoor Recreation Plan to be combined with the 2050 Comprehensive Plan Process. The Park and Recreation Commission recommended the item. Contract Amendment #1 with GRAEF for the Comprehensive Outdoor Recreation Plan in an amount not to exceed \$24,622. The Plan is necessary for stewardship grants. This was partially included in the RFQ. The previous plan expired approximately six years ago. We have received grants in the past. This is for both Part A and Part B.**

**Motion (Miller/Baum) to recommend Contract Amendment #1 with GRAEF for the Comprehensive Outdoor Recreation Plan in an amount not to exceed \$24,622. Motion carried unanimously.**

C. Ordinance 02-2020, An Ordinance to Amend Sections 1.378 Germantown Tourism Commission.

**Trustee Zabel reviewed the ordinance. Trustee Wing came to the podium as the Representative of the Tourism Commission. He reported on legislative changes and other communities tourism membership. The new ordinance would allow more Trustees to be on the Commission. This ordinance was modeled after West Bend.**

**Administrator Kreklow gave information to the item. This changes the membership of the tourism commission. The item will continue to the Village Board on February 3, 2020.**

**Motion (Baum/Miller) to recommend Ordinance 02-2020, An Ordinance to Amend Sections 1.378 Germantown Tourism Commission. Motion carried unanimously. Do not put on consent agenda.**

D. 2020 Capital Projects / Equipment Requests.

**Motion (Baum/Miller) to recommend 2020 Capital Projects / Equipment Requests in the amount of \$4,037,500 with additional borrowing costs which should total around \$4,102,500. Discussion ensued of the ambulance costs. Discussion ensued of the reserves and wanting an understanding of use of the general fund. Discussion of the use of the reserves for other larger capital items. Discussion of the paving fund also ensued. There is a build-up of the General Transportation Aids for use on road projects. Motion carried unanimously. Do not put on consent agenda.**

**OLD BUSINESS:**

None.

**REPORTS:**

A. **Monthly Year to Date Financials:**

1. Revenue and Expense Report All Funds: Finance Director Rath reported that there are not any areas with significant concern. There are still 2019 expenses coming forward. There will be a carry forward resolution in February 2020.
2. Health and Dental Plans: Director Rath reviewed the reports. The 2019 report is not complete as there are expenses still coming in. Dental looking good.

B. **Impact Fees Financial Reports:** The report was reviewed. No concerns.

C. **Accounts Payable:** December 25, 2019 and January 10, 2020 payables were reviewed.

D. **Code Violation Reports:** The report was reviewed. There are items going to municipal court.

E. **C.I.P. PROJECTS:** The reports were reviewed. Director Rath commented that the DPW projects are slower to come through.

F. **Letter of Credit Summaries:** The reports were reviewed.

1. Building Inspection Department – Reviewed.
2. Public Works Department – Reviewed.
3. Planning Department – Reviewed.

G. **Summary of all Village Contracts:** The summary of contracts were reviewed.

H. **SCHEDULE NEXT MEETING:** The next meeting will be on February 17, 2020 at 6:00 pm.

**ADJOURNMENT:** Chairman Zabel adjourned the meeting at 6:40 p.m.

Respectfully Submitted,

*Deanna Braunschweig*

Deanna Braunschweig  
Village Clerk