

VILLAGE OF GERMANTOWN
COMMITTEE OF THE WHOLE
MEETING MINUTES
October 9, 2018

CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Clerk Braunschweig. Motion (Kaminski/Hughes) to Nominate Tr. Baum as the Chair Pro Tem. Motion carried unanimously.

ROLL CALL: Present: President Wolter, Trustees Baum, Hughes, Kaminski, Miller, Myers, Warren, Wing and Zabel. Also present: Administrator Kreklow, Finance Director Rath, Director Ratayczak, Police Chief Hoell, Captain Snow, Fire Chief Delain, Library Director Smith, Clerk Braunschweig.

APPROVAL OF COMMITTEE OF THE WHOLE MINUTES OCTOBER 2, 2018:
MOTION (Zabel/Myers) to approve the minutes of October 2, 2018. Motion carried unanimously.

2019 Budget Review Including Capital for Each Department:

Director Rath gave an update. New documents were distributed showing the status of the 2019 budget. The budget has a 136,250 deficit as it stands; however, with the offsetting of the sale of Fire Equipment this could be used to balance the 2019 budget. Discussion continued to each item.

- A. Police – Body and Squad Cameras.
Captain Snow came to the podium. He reported on the Camera lease. A grant of \$46,000 was secured to be utilized over the course of four years. Kim clarified that this is a lease option. The additional funds will be paid with capital and reserve. The next four years will be in the operating budget. There will be no borrowing for this project.
- B. Fire Department - Paramedic.
Chief Delain reported on the revenue sources for the paramedic program. He contacted other organizations in regards to the billing. Germantown is unique because we do not bill for no transport situations. In 2017 there were 416 non transport calls. This could be approximately \$83,000. The average is \$200 per non-transport call. The revenue projections now include the non-transport calls and supplies. The proposal is to include charges for those services. Discussion ensued of medicare and insurance coverages. Tr. Zabel wants to see back up materials and the difference between the basic and the advanced system.
- C. DPW Administration / Engineering.
Eric Nitschke reported on the engineering budget. It is very close to the 2018 budget. The contracted services for engineering and GIS has been increased. There was an increase in postage due to out reach to residents. General supplies and expenses is up 22% because this is a catch all for field work supplies.
In 2018 there were wetland delinations. The revenue fluctuates from the type of work done. Eric reported that the two engineering interns were budgeted at \$13.00 an hour. Proposing \$16.00 per hour for 500 hours apiece. Engineering interns are moving along and have chosen to go on for a master’s degree. They want a balance of field work.

MOTION (Myers/Warren) to increase the intern hourly rate from two people at \$13 to two people at \$16. Motion carried unanimously.

Pres. Wolter Arrived 7:12 pm.

Capital: Eric reported on a graduated replacement schedule and to move four vehicles through the cycle.

Administrator Kreklow commented that there will be a formal presentation on the road program. The long term capital plan is in process. The budget includes similar to what has been done in previous years.

MOTION (Baum/Myers) to move to item E. Highway. Motion carried unanimously.

E. Highway.

Roadway Capital Improvement Program. The PASER Reports / Ratings were reviewed. 2017 was the last time completed. The rates will be reviewed again in 2019. The rate is 5.8. There is approximately 130.86 miles of road. The capital expenditures history of the roads were reviewed.

PASER ratings were reviewed. Wausakee Road has a PASER rating of 9. Squire Road has a rating of 6. The Highland Road has a rating of 3. Lovers Lane has a rating of 2. Russet court is rated a 2.

RCIP ten year roadway capital improvement plan was reviewed. The five year plan was approved in February of 2018. The ten year plan is proposed and draft. Eric reported that they are trying to balance the work being done to maximize efficiencies and cost.

The RCIP budget was reviewed. The future planning efforts of 2.5 miles to 3.2 miles of roadwork each year. Schedule when needed to be done and working with the utilities as well. Looking at state funding of LRIP funds and the state transportation urban funds. We have to selectively use these.

Eric is working to compare the PASER rating of 5.8 with other communities. His experience is that above five is a workable number.

Administrator Kreklow pointed out the way it is distributed. We have a lot of roads in the 5, 6, and 7. The Village has been doing a good job maintaining their roads.

Discussion ensued of Freistadt and Maple Roads in Capital. The four way stop numbers have been sent over and it is under review. The item will come back to public works for discussions. The intersection has an accident every five weeks. Discussion ensued of the industrial traffic. Wolter continued to slow traffic down with radar enforcement signs. Look for funds to do it immediately. Will be brought before the Public Works committee in November with a cost estimate to signalize. Every intersection is unique.

The dome on the road is too high.

Eric reported that they hope to come in under 2018 budget and see if there are monies available for the project.

The road program will be paid for with budgeted funds and with the utilities supplementing some of the work done. Different funding source such as LRIP. Looking at how to set funds aside for storm water management. Eric has rough cost estimates based on assumptions.

Jay Olszewski reported on the increase of salt for snow and ice. This is part of the DOT contract. It is 72.91 per ton this year. Everything remained status quo. Requesting a street sweeper replacement of a 2003 street sweeper and replacement of a patrol truck. The Street sweeper is at its life expectancy. Looking for one that mirrors the one we have.

There is a proposed wage increase for the summer help from \$12 to \$15. This group works with Highway Department on several projects including: concrete, painting, mowing, building repairs, watering, and some plowing.

Jay commented requested an additional employee but not feasible. Just like all departments working on slim departments. Increased by one person last year.

D. Building and Grounds.

Jay Olszewski reported that contracted services are up slightly. Due to the increase in maintenance and repair such as the HVAC, plumbing, library painting, and upkeep to the Senior Center, flooring and exterior mason work. Ahern will work on the sprinkler system in the Village Hall.

F. Parks.

Jay commented status quo. Ash tree replacement was noted. Looking for \$15,000 for asphalt replacement and to share with water utility.

G. Recycle.

Tim Zimmerman reported on the recycle budget. The contract goes up this year. 60% increase that will come on with occupancy. Recycle center overflowed with mulch. There is a request for a grapple bucket with capital.

Discussion ensued of the recycle pick up.

MOTION (Zabel/Kamiski) to go to the Sewer item M. Motion carried unanimously.

M. Sewer Utility.

Tim Zimmerman reported on the changes to the Sewer Utility. Looking at an engineering study.

Looking at the lift stations starting with lift 3 and lift 6 to accommodate future growth. He has a significant capital budget, looking at 500,000 for the INI program. Tim reported on the finishing of the interceptor relining. 2.3 million to complete the lining project.

H. Recreation.

Director Schroeder came to the podium. He reported that the park shelter rentals, advertising, and rentals are very similar. Revenues are tracking better than expected. The Part-Time salaries increased due to increase revenue. The supplies budget has been increased. Summer programs at the area churches were great. Increased costs with the rental. Utilized the county park and paid some fees to use the park. The tennis court fence repair, water drainage at Spassland Park, Park Rules signage were discussed.

Village Administrator pointed out that this does not reflect the school districts policies of utilization of space.

Capital Items:

There have been meetings in regards to the multi use facility at Firemen's Park. A consultant was hired. Looking at 3,800 square feet building and there is a possibility of utilization of park impact fees.

I. Recreation Facility Fee.

Facility Fees were discussed.

J. Senior Center.

Director Schroeder reported on the senior Center budget. It increased by \$144. He reported on the County Change to submit for reimbursement. They have submitted for reimbursement. The Federal Aid and Nutrition Aid may be reinstated.

K. Senior Van.

The new van is in place and in operation. Ridership is slightly up.

L. Water Utility

Director Ratayczak reported that the revenue is project up a bit and overall projected about the same and slight increase over 2018. Expenses slightly decreased overall. There is \$750,000 for water tower repainting and there is a fund for this. Currently the fund is at \$595,000.

Discussion ensued of the painting of the water tower.

Capital: Projected projects. Rate Study on Water Utility and Impact Fees. Full Blown water project. Water replacement is currently 50% done. Hydrant replacements. Tools. Shared Utility Vehicle.

N. 2019 Full Budget Review / Questions.

The budget has a deficit as it stands; however, with the offsetting of the sale of Fire Equipment this could be used to balance the 2019 budget.

MOTION (Baum/Warren) Direct Staff to Use the Funds of the Fire Department Equipment to Offset Budget Deficit. Motion carried. Zabel No.

Discussion ensued of the levy and the impact of the debt to the levy. Discussion ensued of running some capital expenditures through the operating budget rather than borrowing. Village Administrator commented on the structure of the levy limit. The general fund recap 1.4% increase. We are at the maximum levy increase.

MOTION (Baum/Myers) to send for publication. Motion carried, Baum voted no.

ADJOURNMENT: There being no further business, meeting adjourned at 9:53 p.m.

Respectfully Submitted,

Deanna B. Braunschweig, WCMC/CMC
Village Clerk