

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
January 22, 2019**

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

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

APPROVAL OF MINUTES: December 17, 2018 – **MOTION (Baum/Miller) to approve. Motion carried unanimously.**

PUBLIC COMMENT: No public comment.

NEW BUSINESS:

A. Resolution 09-2019, Establishing 2019 Weights & Measures Device Fee Schedule.

MOTION (Kaminski/Baum) to Recommend Approval of Resolution 09-2019, Establishing 2019 Weights & Measures Device Fee Schedule. Motion carried unanimously.

B. 2019 Capital Project Listing.

Discussion of the 2019 Capital Projects ensued. The Central Exchange Server, Police Department Body Cameras, and Brush Bucket will not be borrowed for. The Patrol Truck, Street Sweeper, and Asphalt Paving are listed. The Fireman's Park Shelter, Park Pathways, and Playground are listed.

Discussion in regards to the Fireman's Park Shelter ensued. Director Schroeder distributed documents in regards to Fireman's Park Phase 1 with a map. He reported on phase one and then the building facility would be phase two. There has been public input and assistance by Ayers and Associates. \$75,000 for the project has been carried over from 2017. Phase I design plans are included. Discussion ensued of Dheinsville Festhalle. Miller distributed a flyer on Dheinsville Festhalle. Mr. Jeff Dhein commented that they may have matching funds for the Festhalle. Tentatively he has received the okay for half of the funding to be covered by donors. The Tourism and Betterment committee has not made a commitment. The total for Festhalle is \$300,000. The building is no kitchen and no restrooms. Fireman's Park Shelter is designed with a kitchen and public restrooms. The building could be used for park and recreation programs. It would be available to support Taste of Germantown.

Discussion ensued that other community buildings need attention as well. Such as the Public Works Building and Police Department Building.

The Fireman's Park building comes from a previous report of a three year plan from 2016. A shelter was included. It has been on the radar screen. Ayers was hired in June and then the process was worked on. Initially discussed as a replacement of the shelter. Started with the old shelter deterioration.

Rental revenues are estimated at \$8,000 to \$10,000 annually.

Administrator Kreklow commented on phase one that includes \$300,000 related to asphalt paths, lighting, basketball court before the actual structure is built. There are growing events of popularity. The running water is needed.

Discussion ensued in regards to Tourism and Better Commission funding.

The \$75,000 from 2017 needs to be used within two or three years. It is earmarked for the path and lighting.

Discussion ensued that the basketball court will need to be moved. The rims have been removed. Motion (Miller/Kaminski) to amend the Firemen's Park Shelter amount to \$400,000. \$300,000 for the Firemen's Park Shelter and \$100,000 for the Festhalle. Motion failed at a tie vote.

MOTION (Kaminski/Miller) to Forward 2019 Capital Project Listing to the Village Board as presented. Motion Carried Unanimously. This item will not go on Consent Agenda.

C. 2019 Employee Engagement Plan and Survey.

Administrator Kreklow reported this is part of the performance appraisal system. This is as a measurement of accountability. Engage employees and communicate with them. Need to have dialogue. Employee engagement survey for a baseline. This is based on Gallops by the ICMA that public employers ask employees. Good response rate. Looking for good feedback. This is for all employees.

OLD BUSINESS:

A. Update on Fire Station 1.

Administrator Kreklow reported on the potential to utilize the fire station for a portion of the park and recreation activities for this summer. Looking at the safety.

REPORTS:

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

1. Revenue and Expense Report All Funds: Finance Director Rath reviewed the reports. This is not the year-end final reports. The bottom line is deceiving as there are carry overs such as planning and asphalt items. There will be some for reserves.
2. Health and Dental Plans: Director Rath reviewed the reports. Still captioning 2018 costs. Will be over but it was expected.
3. TIF 6 Summary: Director Rath reported that there is not anything new to report. There is a larger tax increment. Hope to see TIF 6 growth. Zabel requested the Joint Review Board TIF reports to be on-line.

B. **Impact Fees Financial Reports:** The report was reviewed. There is a healthy balance for projects. The impact fee also covers loans and will cover a portion of the water tower.

C. **Accounts Payable:** December 25, 2018 and January 10, 2019 payables were reviewed.

D. **Code Violation Reports:** The reports were reviewed.

1. Building Inspection Department.
2. Planning Department.

E. **C.I.P. PROJECTS:** The reports were reviewed.

F. **Letter of Credit Summaries:** The Letter of Credit Summaries were reviewed. It was commented on to check on Prairie Glen. There needs to be follow up on sidewalk.

1. Building Inspection Department – Reviewed.
2. Public Works Department– Reviewed.
3. Planning Department – None.

G. **Summary of all Village Contracts:** The report was reviewed. A few updates have been highlighted in yellow. Summary given by Kreklow.

SCHEDULE NEXT MEETING: The next meeting will be on February 18, 2019 at 6 pm.

ADJOURNMENT: Chairman Zabel adjourned the meeting at 7:00 p.m.

Respectfully Submitted,

Deanna Braunschweig

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Village Clerk