

**VILLAGE OF GERMANTOWN  
GENERAL GOVERNMENT & FINANCE COMMITTEE  
MEETING MINUTES  
February 18, 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: Miller, and Baum. Trustee Kaminski was absentee excused. Also present: Administrator Kreklow, Clerk Braunschweig, Finance Director Rath, Manager Tucker, and Director Schroeder.

**APPROVAL OF MINUTES:** January 22, 2019 – **MOTION (Baum/Miller) to approve. Motion carried unanimously.**

**PUBLIC COMMENT:** No public comment.

**NEW BUSINESS:**

- A. Resolution 16-2019, Chargeback of Delinquent 2017 Personal Property.  
**MOTION (Baum/Miller) to Recommend Approval of Resolution 16-2019, Chargeback of Delinquent 2017 Personal Property. Motion carried unanimously.**
- B. Resolution 17-2019, Dissolve / Terminate TID #4.  
**MOTION (Baum/Miller) to Recommend Approval of Resolution 17-2019, Dissolve / Terminate TID #4. Motion carried unanimously.**
- C. Resolution 18-2019, Telecommuting Policy.  
**MOTION (Miller/Baum) to Recommend Approval of Resolution 18-2019, Telecommuting Policy. Administrator Kreklow introduced the item. The Village does not have a policy in place. There have not been a lot of requests. There are not a lot of positions that this would be workable. The policy is meant to guide the Village when the requests do come. Discussion ensued of the policy. This is telecommuting with Village laptop equipment. Baum commented that he has worked with this before and spoke of the downsides such as the lack of interaction with other employees. Motion carried 2-1. Baum voted no.**
- D. Employee Engagement Survey.  
**Administrator Kreklow gave an introduction of the item. This is a step into employee engagement. 65 employees responded. Manager Tucker reviewed results of the survey.**

**OLD BUSINESS:**

- A. Update on Fire Station 1.  
**Administrator Kreklow reported that he has met with the Parks Director and Staff. There is potential use of Fire Station 1 for Recreation Programs.**

**REPORTS:**

- A. **Monthly Year to Date Financials:**
1. Revenue and Expense Report All Funds: Finance Director Rath reviewed the reports. There is one more 2018 accounts payable. Kim is waiting or one more revenue source from 2018. There will be approximately 450,000 for the reserves. There will be a carry over resolution coming. There will be a utility audit at the end of the month. The general fund audit will be at the end of March.
  2. Health and Dental Plans: Director Rath reviewed the reports. There are still some 2018 expenses.

3. TIF 6 Summary: The TIF 6 has a debt service payment due March 6. MLG has escrow funds to cover the payment. The final lot was sold. There was consensus from the Committee to remove this report from the agenda.
- B. **Impact Fees Financial Reports:** The report was reviewed. The balance for new projects and payments. Zabel commented on the impact fees for Capri from the Development Agreement.
- C. **Accounts Payable:** January 25, 2019 and February 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 II, auto renew for one year. There needs to be follow up on sidewalk. Prairie Glen I residents are inquiring on the pathway.
  1. Building Inspection Department – Reviewed.
  2. Public Works Department– Reviewed.
  3. Planning Department – None.
- G. **Summary of all Village Contracts:** There was no report.

**SCHEDULE NEXT MEETING:** The next meeting will be on March 11, 2019 at 5:30 pm.

**ADJOURNMENT:** Chairman Zabel adjourned the meeting at 6:46 p.m.

Respectfully Submitted,

*Deanna Braunschweig*

Deanna Braunschweig  
Village Clerk