

**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
February 15, 2021**

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, and Myers. Trustee Wing absentee excused. Also present: Administrator Kreklow, Manager Tucker, and Clerk Treasurer Braunschweig.

APPROVAL OF MINUTES: January 18, 2021 – MOTION (Kaminski/Myers) to approve the January 18, 2021 minutes. Motion carried unanimously.

PUBLIC COMMENT:

None.

NEW BUSINESS:

- A. Resolution 01-2021, Weights and Measures.

Director Retzlaff reported on Resolution 01-2021, Weights and Measures. Motion (Kaminski/Myers) to recommend approval of Resolution 01-2021, Weights and Measures. Motion carried unanimously.

- B. Ordinance 02-2021, Amending and updating Chapter 16 (Electrical Code) in the Village's Code of Ordinances to comply with the requirements of Wis. Admin Code SPS316.

Director Retzlaff reported on Ordinance 02-2021, Amending and updating Chapter 16 (Electrical Code) in the Village's Code of Ordinances to comply with the requirements of Wis. Admin Code SPS316. Motion (Myers/Kaminski), to recommend approval of Ordinance 02-2021, Amending and updating Chapter 16 (Electrical Code) in the Village's Code of Ordinances to comply with the requirements of Wis. Admin Code SPS316. Motion carried unanimously.

- C. Report on New Construction.

Administrator Kreklow reported on the Net New Construction as a follow up to last month. A report prepared by the Village Assessor was reviewed.

The total net new construction in the Village of Germantown last year was assessed at \$81.4 million. Of that \$81.4 in new construction, \$55.8 million was construction with one of the Village's three open Tax Increment Districts (TIDs). The Briggs & Stratton building is likely more than half of this total. The Village had approximately \$2.4 million in new construction outside of TIDs. Commercial real estate outside of the TIDs decreased by \$33.2 million because property at Fairway Knolls changed to tax exempt. Fairway knoll is Paying a Payment in Lieu of Taxes. If not for net new construction in TIDs, the Village would have had a decrease in property values of \$5.6 million.

No new construction occurred and TIDs 6 or 7 during 2020 and construction in TID 8 slowed during 2020. There will some growth but not as much growth in TID 8 as last year.

The proposed 2022 will include an increase outside of the tax increment district. The Board will still have the option to increase the full amount.

D. Report on Finance Department Salary Compensation Costs.

Manager Tucker reported on the item. At the last General Government and Finance meeting, Trustee Wing requested additional information about the total compensation costs for our Finance Department versus other municipalities. To answer this question, the 2021 budgets of neighboring comparable communities were reviewed. The numbers included are the costs associated with their Finance Department in the General Operating Budgets; costs assigned to utilities and other entities were not included. For Germantown, the cost comparisons included cost of the Finance Department and the combined cost Clerk-Treasurer's Department since that is our current structure. The number does include the budget manager position.

E. Water Rate Increase and Impact Fee Study.

Administrator Kreklow reported that working with Baker Tilly and PSC with rate increase application. All information has been submitted.

There were three issues discussed. The way the Village retires and writes off equipment, hydrants and meters at the end of useful life. The PSC will give direction on how assets are recorded, going back to last rate increase. They will not hold the rate increase for that. The Village has 18 months to a couple years to research and complete. The discussion also includes the business relationship between the Village and Gehl Foods. There are options to a rate structure with Gehl Foods.

Baker Tilly has not started the impact fee study yet, waiting on the PSC approval of the rate increase.

The application has been submitted twice. The first time there was not a connection with the new tower and the application was rejected.

Discussion ensued of the last rate increase, which was in 2010 with two small increases in between. The last study was 2010.

Discussion ensued of the Baker Tilly for the rate case study and required reserve.

OLD BUSINESS:

A Water / Sewer Impact Fees for Capri Development.

Trustee Zabel questioned the status and if an outside arbitrator may be needed. No Additional Updates a this time.

REPORTS:

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

1. Revenue and Expense Report All Funds: The reports were reviewed. Too soon to tell how the year will end. There are entries that need to be made.
2. Health and Dental Plans: The reports were reviewed. Health report was reviewed. The Dental is doing well and covering costs. Could carry dental over to the health plan. Dental could be used to balance the health. Kaminski questioned if this is typical of other communities. Carmen Winkelman with R&R will be us next month for the General Government and Finance meeting.

B. **Impact Fees Financial Reports:** The report was reviewed. The sewer connection fee has been increased in the accounting program and communication was sent in December.

C. **Accounts Payable:** January 21, 2021, January 29, 2021, February 5, 2021, February 12, 2021, payables were reviewed.

D. **Code Violation Reports:** The report was reviewed.

- E. **C.I.P. PROJECTS:** The reports were reviewed. Will look at the Carry overs and drainage improvements.
- 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. The Waste Management Contract has not been executed yet. Other contracts have timing issues.
- H. **SCHEDULE NEXT MEETING:** **The next meeting will be on March 15, 2021 at 6:00 pm.**

ADJOURNMENT: Chairman Zabel adjourned the meeting at 6:52 p.m.

Respectfully Submitted,

Deanna Braunschweig

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Village Clerk / Treasurer