

# TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

[www.townofstgermain.org](http://www.townofstgermain.org)

## MINUTES TOWN BOARD MEETING: MAY 14, 2018

1. **Call to Order:** The chairman called the meeting to order at 6:30 P.M.
2. **Pledge of Allegiance**
3. **Roll Call, Establish A Quorum:** Tom Christensen, Ted Ritter, Jim Swenson, Doug Olson, Brian Cooper, Tom Martens, Town Clerk. Marion Janssen, Town Treasurer. There were also 18 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on May 12, 2018 before 6:00 P.M.
5. **Approval of the Agenda:** Motion Olson seconded Swenson that the agenda be approved in any order at the discretion of the chairman. By a voice vote: Yes – 5, No – 0. Motion carried
6. **Read and Approve Minutes of Past Meetings:** Motion Ritter seconded Olson to dispense with the reading of the minutes and that the minutes of the April 9, 2018, April 12, 2018, April 25, 2018, May 2, 2018 and May 8, 2018 town board meetings are approved. By a voice vote: Yes – 5, No – 0. Motion carried.
7. **Citizen's Comments – Citizens are encouraged to share their concerns and ideas with the Board. Please limit your comments to five minutes or less:** There were none.
8. **Report of the Standing Committees:**
  - a. **Zoning:** Mr. Ritter noted that the committee would be meeting on May 30, 2018.
  - b. **Finance:** Mr. Christensen stated that the committee had not met.
9. **Report of the Special Town Committees:**
  - a. **Lakes Committee:** Mr. Ritter had nothing to report.
  - b. **Non-Motorized Trail Committee:** Mr. Swenson stated that the committee was discussing a parking lot off of Forest Road. The hike & bike trail bridge over Little St. Germain River needs repair. The bridge has shifted and cold patch needs to be placed where the bridge meets the trail. The blowing of the bike & hike trail should have been completed today. The yard waste facility could be moved to the old landfill location.
10. **Report from Lake Districts and Other Organizations:** June Vogel reported that the cemetery committee had its once a year meeting. It was decided that the fee structure would stay the same. Ms. Vogel added that the area between Hwy. 70 and the cemetery needs to be cleaned up. The cemetery's money is in CD's, a checking account and a perpetual fund. Pat & Jerry Eliason, David Weber, Cathy

Humbaugh, Marge Crowe, Paul Bohnen, June Vogel and Kris Nielsen are members of the cemetery committee.

## **11. Discussion /Action Items:**

- a. Payment of Bills:** Motion Olson seconded Swenson that golf course account checks 15790-15815, general account checks 25486-25532 and direct deposit checks DD429-DD517 be approved along with the following bills: Lakeland Lawn \$17,500.00—zero-turn mower; Menards \$2,131.98—10 toilets for the park; Carquest Auto \$121.37—parts, public works; Arrow Terminal \$82.36 -- invoice #0118387-IN. By a voice vote: Yes – 5, No – 0. Motion carried.
- b. Town Chairman’s Report**
  - 1. Golf Course Report:** Mr. Christensen reported that all 18 holes were now open. The town board tour would be held on June 12, 2018 at 6:30 P.M. A rain date would be set, if necessary.
  - 2. Found Lake & Lost Colony Road Update:** Mr. Christensen reported that he, Mr. Olson and Mr. Ebert had met with a representative from MSA Engineering to see what work needed to be done on Lost Colony Road, Found Lake Road and Dean Road. The portion of Found Lake Road between Lost Lake Drive South and Four Corner Lane was in the best condition of the three roads. A portion of Lost Colony Road had been built over a swamp. A boring would be done to see what base there was for the road and if there was any solid ground beneath the road. At an earlier town board meeting Marv Anderson had mentioned that he thought that the hill on Found Lake Road at the intersection with Four Corner Lane was dangerous. Phil from MSA thought that it would be a major operation to cut down the hill since it had already been cut into a hill. Portions of the remainder of Found Lake Road would need to be widened and raised. Dean Road is very narrow and seems to have no base under what blacktop is left. After doing the borings, MSA will get back to the town board with suggestions.
  - 3. Highway 155 Update:** Mr. Christensen noted the DOT had no plans for any work on Hwy. 155. There could possibly be some special funding available.
  - 4. Highway 70 East Update:** Mr. Christensen stated that Hwy 70 East would be resurfaced from County Hwy. O to County Hwy. H this summer.
  - 5. Highway 70 West Update:** Mr. Christensen reported that the bridge over the Big St. Germain River would be resurfaced with a special surface and that the approaches to the bridge would also be resurfaced.
  - 6. Found Lake Road, Lost Colony Road & Dean Road Update:** Duplicate with item 11(b)(2).
  - 7. Summer/Fall Road Projects – Gravel Roads:** Mr. Christensen stated that deeds would have to be pulled before any work could be done on the gravel roads.
- c. Treasurer’s Report:**
  - 1. Bank Account Balances:** Balance General Account as of 4-30-2018: \$57,563.03; Room Tax Account \$35,584.14; Lakes Committee Account \$11,812.57; Lakes Committee CD \$15,719.11; Skateboard Park Fund \$2,846.44; Bike & Hike Trail \$28,873.09; mBank Money Market \$199,571.10; Playground Equipment Fund \$3,050.45; Public Works Equipment Fund \$60,015.29; Fire Department Restricted Account \$7,551.90; Fireworks Donation Account \$2,649.27; Community Development Account \$65,093.49; Golf Course General Account \$13,982.03; Awassa Trail Fund Savings \$6,068.71.

## 2. First Quarter Room Tax Collection:

### d. Fire Chief Report:

1. **First Quarter Results:** Fire Chief Tim Gebhardt reported that there had been 80 runs during the first quarter of this year.
2. **Ambulance update:** Fire Chief Tim Gebhardt also reported that Jason Hyczyk had been hired as the administrator for the ambulance. Mr. Hyczyk has been working reports for the State that are necessary before the ambulance can be operated.

e. **Consider temporarily placing unapproved Town Board meeting minutes on the website with a “Pending Approval” watermark.:** Motion Cooper seconded Ritter that the unapproved town board minutes be uploaded to the town’s website as soon as possible after each meeting and that the minutes be stamped with a “pending approval” watermark. By a voice vote: Yes – 5, No – 0. Motion carried.

f. **Consider actions in response to spring road weight limit restrictions as reported by the Public Works Superintendent:** Public works Superintendent Tim Ebert had contacted Mr. Ritter concerning the road limits. Mr. Ebert felt that the 8 Ton limit was too high for most of the town roads. He also noted that with changes in the state laws, propane trucks could use the roads regardless of the road limits. The matter will be placed on the agenda for the June town board meeting.

g. **Third review and Approval for adoption of the Code of Ordinances, Chapter 15 – Town Park Rules:** Mr. Ritter stated that there were still changes that needed to be made to Chapter 15. There items concerning the consumption of alcohol in Chapter 14 & Chapter 15 that are duplicated and the definition of a park needs to be clarified.

h. **Appointment of the Cemetery Committee Representative:** Motion Christensen seconded Ritter that Tom Christensen be appointed as the town board representative to the cemetery committee. By a voice vote: Yes – 5, No – 0. Motion carried.

i. **Appointment of the Emergency Management Coordinator:** Motion Christensen seconded Olson that Tim Gebhardt be appointed as the emergency management coordinator. By a voice vote: Yes – 5, No – 0. Motion carried

j. **Appointment of the Animal Control Officer and Deputy Officer:** Motion Christensen seconded Ritter that Don Baumann be reappointed as Animal Control Officer and that Lynn Polaski be appointed as the Deputy Animal Control Officer. By a voice vote: Yes – 5, No – 0. Motion carried.

k. **Appointment of the Lakes Committee Chairman and Vice Chairman:** Motion Christensen seconded Ritter that Ted Ritter be appointed as the lakes committee chairman and that no vice chairman be appointed at this time. By a voice vote: Yes – 5, No – 0. Motion carried

l. **Appointment of the Big St. Germain Lake District Board Representative replacing John Vojta:** Motion Christensen seconded Olson that Brian Cooper be appointed as the town board representative to the Big St. Germain Lake District. By a voice vote: Yes – 5, No – 0. Motion carried.

- m. Appointment of the Moon Lake District Board Representative replacing John Vojta:** Motion Christensen seconded Ritter that Tom Christensen be appointed as the town board representative to the Alma-Moon Lake District. By a voice vote: Yes – 5, No – 0. Motion carried
- n. Appointment of the Big St. Germain Lake District Board Representative:** No action, duplicate with item 111.
- o. Appointment of the Lost Lake District Board Representative:** Motion Christensen seconded Cooper that Ted Ritter be appointed as the town board representative to the Lost Lake District. By a voice vote: Yes – 5, No – 0. Motion carried
- p. Appointment of the Little St. Germain Lake District representative:** Motion Christensen seconded Cooper that Tom Christensen be appointed as the town board representative to the Little St. Germain Lake District. By a voice vote: Yes – 5, No – 0. Motion carried
- q. Donation to the “Friends of the Fair” 2018 Community Partnership, Vilas County Fair:** Motion Christensen seconded Swenson that the Town of St. Germain not donate to the “Friends of the Fair” 2018 Community Partnership, Vilas County Fair. By a voice vote: Yes – 5, No – 0. Motion carried
- r. Appointments to the Board of Appeals replacing John Vojta and Jon Strom:** Motion Christensen seconded Ritter that Jim Swenson be appointed to the Board of Appeals and that a member at large be appointed at a later date. By a voice vote: Yes – 5, No – 0. Motion carried
- s. Plum Lake Library – Book drop in the Town of St. Germain and recap of 2017:** Emilie Braunel gave a brief summary of the operation of the Plum Lake Library. Ms. Braunel then asked if a book drop could be set up at the community center. The cost of the book drop would be funded by donations. It was the consensus of the town board that there would be no objections to having the book drop somewhere in town. Mr. Ritter suggested that when the funding had been completed that Ms. Braunel should come back to the town board so that a location could be determined then.
- t. Report on the status of the Town Ambulance Administrator position:** As stated in item 11(d)(2), Jason Hyczyk had been hired administrator for the ambulance. The State has been very slow in responding to the forms that have been filed. Fire Chief Tim Gebhardt is still hoping for a June start up.
- u. Joint Powers Agreement with the Town of Cloverland for the River Trail Project:** Steve Favorite, supervisor from the Town of Cloverland gave a presentation concerning the River Trail Project. Approximately 4000ft. would be in the Town of St. Germain, 900ft in the City of Eagle River and 10 miles in the Town of Cloverland. The Town of Lincoln has not agreed to be part of the project as of this time. There would be a three person commission consisting of two members from Cloverland and one from St. Germain. The town board was concerned about only having one member. Private organizations would maintain the trail. The trail will be privately funded. The commission cannot impose any costs on the Town of St. Germain without the town’s permission. Mr. Christensen was concerned that with the present proposed location that some areas of the blacktop would be damaged by snowmobiles since the trail would be shared. Mr. Christensen was also concerned about the cost of maintenance. He stated that the cost of maintaining the St.

Germain Bike & Hike Trail has been quite high. Motion Swenson seconded Ritter that the agreement with the Town of Cloverland for the River Trail Project be signed. By a voice vote: Yes – 5, No – 0. Motion carried

- v. **Update on the Big St. Germain Culvert Project:** Mr. Christensen reported that the roadways over both the Big St. Germain Drive and Old Hwy. C culverts had been blacktopped last week. The shoulders will need to be done. Mr. Christensen had received a letter and an invoice from Legacy for \$25,000. The letter was not signed. The town has not received any waivers of lien. Mr. Christensen stated that the only check that will be paid to Legacy will be the final payment once everything is settled.
- w. **Request for overnight camping for food preparation, Blues Festival:** Motion Swenson seconded Cooper to accept the Blues Fest request for overnight food preparation in the town park for the July 28, 2018 event. By a voice vote: Yes – 5, No – 0. Motion carried
- x. **Potential Grant Funding for the New Community Center – Recreational Facility Project:** Mr. Christensen stated that a communication from Senator Tammy Baldwin stated that there was funding available for building projects such as the town’s proposed project. Mr. Christensen stated that the board is going to start the process. He also noted that Melody Hamlin from Funktion Design Studios told him that she would not be able to start working on the town board’s new suggestion until sometime in June.
- y. **Close the Board of Review:** Motion Ritter seconded Cooper that the Board of Review be adjourned until such time as the assessor has completed the assessment roll for 2018. By a voice vote: Yes – 5, No – 0. Motion carried
- z. **May Special Meetings:**
  - 1. **Continuing work on Public Works Employee Handbook:** There will be a special town board meeting held on Tuesday, May 29, 2018 at 6:00 P.M. in meeting room #4 of the community center.
  - 2. **New Community Center – Recreational Project:** Mr. Christensen noted that Melody Hamlin from Funktion Design Studios told him that she would not be able to start working on the town board’s new suggestion until sometime in June.

**12. Next Regular Town Board Meeting Date – Monday, June 11, 2018, 6:30pm, Community Center:**

**13. Adjourn:** Motion Swenson seconded Olson that the meeting be adjourned. By a voice vote Yes – 5, No – 0. Motion carried. Meeting adjourned 9:40 P.M.

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Town Clerk

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Chairman

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Supervisor

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