

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK
P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES PUBLIC WORKS COMMITTEE: MAY 19, 2011

1. Call To Order: Committee chairman, Walt Camp at 7:00 A.M, called the meeting to order.

The chairman noted that this was a duly called meeting in accordance with the Wisconsin Open Meeting Laws.

2. Roll Call: Walt Camp, Fred Radtke, Rod Ingram, Elmer Koegler, Tim Ebert, Public Works Foreman, Tom Martens, Town Clerk. Supervisor William Bates was also present.

3. Introduction: Mr. Camp asked each committee member to say a few words about themselves.

4. Approval of Minutes: Mr. Camp read the minutes from the April 8, 2011 public works committee meeting out loud. Since this was an entirely new committee, rather than approve the minutes, the clerk will note that they had been read.

5. Items for Consideration--(Approve, Disapprove, Table):

5.1 Soccer Field Grass: Mr. Ebert stated that the grass on two of the soccer fields was dead where the Vintage Snowmobile races had been held. Steve Spears, superintendent at the golf course, has estimated that the 100# of athletic blend grass seed needed for the repairs would cost between \$150 and \$200. The cost for the town crew to do the work would probably be between \$320 and \$500. Motion Radtke seconded Koegler that committee recommends to the town board that the soccer fields be repaired and that the Bo-Boen Snowmobile Club be billed. Approved. Mr. Ingram stated that the fields would not be ready for use by this fall.

5.2 Antenna at Town Shop: Mr. Ebert stated it had cost \$1200 to \$1300 to put up the antenna at the town shop. Northway Communications has estimated that the town could possibly get \$450 for the antenna if it were taken down. Mr. Camp asked if the fire department could take it down with the ladder truck. Mr. Ebert suggested that the town leave the antenna up. Mr. Ebert stated that he has a price of \$245.72 for a remote microphone and speaker location at the shop. The town has one repeater. The town crew uses it everyday and the fire department uses it as needed. Motion Radtke seconded Ingram that the committee recommends to the town board that the antenna be left at the shop and that a microphone be purchased and the base be moved for up to \$250.00. Approved.

5.3 Transfer Station Garbage Contract with Eagle Waste: Mr. Camp handed out a proposed contract with Eagle Waste. The town board had asked for a one-year contract. Mr. Albee from Eagle Waste has written the contract to be month to month. A minimum of 60 days and a maximum of 120 days notice would be required to terminate the contract. There would also be a \$3.00 charge to public for bags and a 14% fuel charge to the town. Mr. Ingram asked if 60 days would be enough time for the town to find another contractor should Eagle Waste want to pull out. There is also a concern as to what should be done with the compactor. Mr. Koegler felt that the town should continue to look into purchasing a truck to haul the garbage.

Mr. Radtke had some questions about the contract. The contract states that the town shall provide a heated shelter. Mr. Radtke felt that the town should provide the shelter, but that Eagle Waste should provide the heat. Mr. Radtke was also concerned about the snowplowing. He felt that the town crew should plow the road and around the dumpsters, but that they shouldn't clear paths to the dumpsters. Mr. Radtke asked about the charge for larger recycling items and also a charge for bags over 30#. Mr. Ingram felt that the town should not get involved with the private contractors business. Mr. Radtke wanted to know the basis for the 14% fuel charge. Mr. Ingram stated that the Eagle Waste contract with the Northland Pines School District indicated a basis for the charge. He agreed that it should be in the town's contract also. Mr. Radtke thought that Eagle Waste should not be allowed to store vehicles or unused containers at the site. He also added the Eagle Waste will have to supply tonnage records for the recycling items for the annual recycling grant report. Motion Ingram seconded Koegler that the committee recommends to the town board that the contract with Eagle Waste be accepted with the modifications. Approved. Mr. Ebert asked if he should put out the Veolia dumpsters for the first couple of flea markets since the contract with Eagle Waste does not begin until June 15, 2011. The committee felt that he should put them out.

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- 5.4 Ball Field Lights:** Mr. Ebert asked about charging for the use of the ballpark lights. Mr. Koegler felt that the time of getting things for free was over. He felt that there should be a fee. Mr. Ingram said that he would figure out the cost of using the lights. Mr. Radtke thought that \$10 to \$15 per game would work. The committee decided to not charge for next month until the costs had been computed.
- 5.5 Flags Downtown on Street Light Poles:** Mr. Ebert said that almost half of the 40 flags were too worn to put up. The flags and poles had originally been donated. Mr. Camp thought that the good flags could be put up in the downtown area. The Fish & Wildlife Club has said that it would donate towards the flags. Mr. Camp said that he would contact the Chamber of Commerce. Motion Radtke seconded Koegler that the committee recommend to the town board that the town purchase 40 new flags from the Room Tax Account and that letters be sent seeking donations from the local businesses and organizations. Approved. Mr. Ebert asked if he could order the flags now or if they had to be approved by the town board. Mr. Camp stated that since he posted the agenda saying that a quorum of town board members might present, and there were three town board members present, it was likely that the flag purchase would pass at a town board meeting. Mr. Ebert was to go ahead and purchase the flags.
- 5.6 Vandervort Park:** Mr. Ebert asked with the budget cuts, what the committee wanted done at Vandervort Park. He wanted to know if the town was going to maintain the park. The pier needs to be put in and the grass needs to be cut. The water has already been turned on. The bleachers also need to be painted. The original agreement with the Lost Lake Association was that they would either put the pier in or take it out. Mr. Camp will contact Jack Piel to see if the association will cut the grass. The consensus of the committee was that the town crew should put in the pier and cut the grass.
- 5.7 CTL Yearly Supplies/Charges:** Mr. Ebert stated that he could save around \$500 per year by changing the paper towel dispensers. The town would need eight new dispensers. They would cost \$25 apiece. They would hold one large roll of paper, but just about any brand would fit. Mr. Ingram stated that he thought that he might be able to get a better deal from CTL. The committee felt that the town needed to get reimbursed for supplies from the organizations that use the town facilities. The flea market alone uses around \$2000 in supplies each year. Mr. Ebert stated that he would need to order supplies soon. Motion Camp seconded Radtke that Mr. Ingram check with CTL for the best deal and get the new dispensers. Approved.
- 5.8 Grass Mowing of Ditches:** Mr. Ebert thought that in order to save some money, he could mow up to Marlene Bartelt's to the south and to the elementary school to the west. The committee felt that the mowing should be kept up at least until after the Independence Day Celebration. Mr. Ingram and Mr. Ebert agreed that the town either keep the grass cut or don't cut it at all. It wouldn't pay to leave the grass get long and then try to cut it. There was a discussion concerning having a volunteer cut the grass. Mr. Ebert stated that the worker from McNaughton would be doing most of the mowing.
- 5.9 After Hour Call Out List:** Mr. Ebert asked about an after hour call out list. Mr. Camp stated that he had already contacted the Vilas County Sheriff's Department and told them that Mr. Camp should be called first, then Mr. Radtke, Mr. Ebert, and the town constable, in that order. Mr. Ebert questioned why the town board wanted to be bothered in the middle of the night. Mr. Camp stated that under the town's Emergency Preparedness Plan, the chairman is the first person to be called.
- 5.10 1-Ton Truck Repair Update:** Mr. Ebert stated that the steel had arrived yesterday. It would be installed next week. The door latch isn't working. Denny Nagel, from Woodland Auto, will try to fix it. The fenders and doors will have to stay as they are for now. Mr. Radtke thought that something should be put into next year's budget to repair the doors and fenders.
- 5.11 Foreman Report:** Mr. Ebert reported that he would need from 5 to 8 yards of cold patch to fill holes in Dean Road. He would also need approximately 50 yards of cold patch for Wilderness Drive. When the road was built, the stumps were buried in the roadway. The stumps are now rotting causing sinkholes. It was suggested that the road go back to being gravel. Mr. Ebert stated that would cause more trouble than filling the holes. Mr. Radtke said that Pedycourt Road would have to be paved in the near future. He suggested abandoning the road.

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Mr. Ebert stated the property owners would have to agree to it. Mr. Koegler stated that years ago, people could do what they wanted to do. It is a good thing now that there are rules to follow.

Mr. Ebert also noted that he needed to fill the pits at the town's abandoned landfill site. The DNR requires that the pits be kept filled as they settle.

Mr. Ebert stated that about 200' of Plum Creek Ave. near Creek Road. needed to be widened. It is so narrow that the snow falls right back onto the road after it is plowed. Since the road goes through DNR land, they will have to be notified. Mr. Ebert also said that he might need some cold patch for the road. Otherwise, the work can be done with the town's bulldozer and loader. The fill could be stored at the golf course or used to help fill the old pits at the town landfill.

Mr. Camp stated that Janke, the general contractor for phase II of the bike and hike trail, had called asking to be able to dump the stumps in the town's stump dump. The previous town chairman had given him permission to dump the stumps. Mr. Camp negotiated a price of \$30 per load. The cost is already built into the contract with Janke. It will be credited from the bid.

Mr. Camp noted that an inspector that had been hired by Vilas County had condemned the stove and microwave at the pavilion. A wash sink also needed to be installed. The majority of the usage is by the Lioness Club. The town was supposedly told that the stove and microwave needed to be commercial grade. Bill Neider from the Chamber of Commerce did a study of the usage. He felt that two pizza ovens and a microwave would be enough to heat the pretzels that would be sold. The town crew would install a shelf. The wash sink will cost around \$571. VanHoozen Electric is changing the outlets. Mr. Radtke said that the crew should hold off on installing the shelves. He handed out a report from the State of Wisconsin stating that if there were fewer than 12 events per year that the stove and microwave didn't need to be commercial grade. Mr. Camp thought several Nesco Roasters could be used instead of a stove. Mr. Radtke thought that people renting the facility would expect a stove and not expect to have to bring Nesco Roasters. The committee agreed that when something is put on town property, it becomes town property. The committee questioned whether or not the town should contribute to a new stove since the town collects rent. Mr. Koegler will check with Woodruff Appliance to see if they have any used stoves, possibly commercial, that they would sell cheaply or donate. Mr. Radtke wanted to make a motion to authorize up to \$200 for a stove, but Mr. Camp said that it was not part of the agenda. Whatever is going to be done needs to be completed before Memorial Day.

5.12 Community Center Handicap Door Access Bid: Mr. Ingram explained that the bid from Northern Glass was for four doors both inside and outside. It also included a sequence opener so that the inside door would open after the outside door. The committee agreed that the only needed an opener for one door. If there was an electric latch, the door would work with a code, but there would have to be a switch. Mr. Radtke thought that since the community center was grand fathered as far as handicap accessibility, if the town installed the handicap door, it would have to bring the whole building up to ADA code. Mr. Ingram stated that no building has to be handicap accessible unless there is a written complaint from someone wanting to use the facility. Mr. Radtke thought that he could get a group of people to sit by the door to help with the door, if necessary. Mr. Camp thought that some of the Room Tax money could be used for the door. There was also a bid from HT Glass for \$4550. The switch could be put in the exercise room. Right now, a code is needed for the outside door, but keys are issued for the interior doors.

5.13 Skateboard Park: Mr. Ebert explained that originally, the town agreed to donate the land and that the skateboard group was to construct and maintain the park. The town also installed the security fence. Since the hours have been posted, the problem is better, but the skateboard group still needs to keep the grounds in better shape. Some of the equipment is becoming unsafe. Mr. Ingram stated that the skateboard group has asked the Lions Club for permission to conduct fund raisers at some of the Lions Club events. Mr. Radtke thought that the skateboard group should start a fund so that the equipment could be replaced with fiberglass equipment. Mr. Camp will call Jerry Rappa to find out about the status of the group. Mr. Radtke asked if a town supervisor could ask someone to leave if they are there after hours. Mr. Koegler thought that if the yard waste facility were left open, unattended, it would become a hangout just like the skateboard park.

There have also been problems with the community center doors being left unlocked after an

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event. The code can be checked to see who was authorized to open the door. Mr. Ebert stated that at one time, the town board considered a warning for the first offense, a \$25 fine for a second offense, a \$100 fine for a third offense, and loss of code privileges for a fourth offense. Mr. Ebert also stated that it was very difficult to override a code.

5.14 Road Maintenance Projects for 2011: Mr. Camp handed out a road repair budget. A portion of Juve Road, Antes Road and Capman Road needed to be chip sealed for \$28,000. Muskellunge Creek Road also needed to be spray patched and chip sealed for \$15,000. There would also be a charge of \$8,000 for the fiberized crack sealer on the listed roads. It was felt that the chip sealing would extend the life of the roads for three years. The prepping is done one year and the chip sealing is done the next. Lost Lake Drive North and Half Mile Road are beyond repairing. Motion Ingram seconded Koegler that the committee recommends to the town board that the road repairs be done at a cost of \$51,000. Approved. Mr. Ebert noted that there are places on Four Corner Lane that also need to be done. Mr. Koegler stated that he felt that the construction work that was done on the Juve Road was not done very well. It was not crowned properly. Water stands and freezes in several locations.

5.15 Lights/Timer Vets Memorial: Mr. Camp stated that it was costing between \$85 and \$90 per month for the lights at the Veterans' Memorial. A timer would cost around \$125. It could be dusk to dawn or set for a time period. Mr. Radtke thought that it should be turned off before midnight. Motion Radtke seconded Ingram that the committee recommends to the town board that a timer be purchased for the Veterans' Memorial.

5.16 Set Date and Time of Next Meeting: The next regularly schedule meeting of the Public Works Committee will be on Monday, June 6, 2011 at 7:00 A.M. in meeting room #4 of the community center.

5.17 Adjournment: The meeting was adjourned to a tour of the town property/buildings/equipment.

Town Clerk

Chairman

Vice Chair

Member

Member

Member