

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES TOWN BOARD MEETING: AUGUST 12, 2019

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, Jim Swenson, Ted Ritter, Tim Clark, Brian Cooper, Marion Janssen, town treasurer, Tom Martens, Town Clerk. There were also 13 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on Saturday, August 10, 2019 before 6:30 P.M.
5. **Read and Approve Minutes of Past Meetings:** Motion Cooper seconded Swenson to dispense with the reading of the minutes and that the minutes of the July 1, 2019, July 8, 2019, July 22, 2019, July 29, 2019 and August 1, 2019 town board meetings are approved as written. By a voice vote, motion carried unanimously 5 – 0.
6. **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.
7. **Report of the Standing Committees:**
 - a. **Zoning:** Mr. Ritter stated that the committee has been accumulating amendments to the zoning ordinance. There will be a special town board meeting on Monday, August 19, 2019 at 6:30 P.M. to discuss the amendments.
 - b. **Finance:** Mr. Christensen stated that the committee had not met.
8. **Report of the Special Town Committees:**
 - a. **Lakes Committee:** Mr. Ritter had nothing to report.
 - b. **Non-Motorized Trail Committee:** Mr. Swenson said that the committee met at the end of July and that the trails were all in good shape.
9. **Report from Lake Districts and Other Organizations:** Mr. Ritter reported that the Lost Lake District had met and passed a resolution to transfer ownership of the dam on Lost Creek from Vilas County to the Lost Lake Rehab and Protection District. Lost Lake, Big St. Germain and Little St. Germain will all hold their annual meetings on September 1, 2019.
10. **Discussion /Action Items:**
 - a. **Payment of Bills:** Motion Swenson seconded Cooper that general account checks 26381-26451, golf course checks 16239 – 16284, and payroll checks DD472- DD604 be paid along with the following extra bills: Eagle Waste \$ -- town dumpsters; Eagle Waste \$400.00—Independence Day dumpsters; Gard Specialists \$113.77 --shop supplies. By a voice vote, Yes – 5; No – 0. Motion carried unanimously. Motion Cooper seconded Ritter to pay the Bo-Boen Snowmobile Club \$4,050.00 – reim. for groomer barn snow damage payments to RJN Plumbing (\$1,400.00) and Rick's Heating (\$2,650.00). . By a voice vote: Yes- 4; No – 0. Motion carried. Mr. Swenson abstained.
 - b. **Chairman's Report:**
 1. **Public Works:**
 - a. **Update Roof Repair – Fire Department:** Mr. Christensen stated that MSA had inspected the fire department roof on Friday. MSA took the plans for the fire department, new pavilion and salt shed. MSA will come back with proposals so that the projects can be let out for bid. The air make-up in the apparatus bay is not working and the exhaust is being checked out. The roof may need more insulation.

- b. Update Roof Repair – New Pavilion:** The roof on the new pavilion is beyond its useful life. The inside of the roof boards will probably need to be blasted in order to be refinished. The check for the shingle warrantee will be put into the public works account.
- c. Update Wall Repair – Salt Shed:** The walls are bowing. Mr. Ebert moved some of the sand away from the walls. The architect said that it all should be moved. MSA proposes to support the walls with concrete supports from the outside. The board is going to have to hire MSA to follow through with the repairs.
- d. Update Road Repairs – South Bay Road, Normandy Ct and Crosscut Road:** Work on South Bay Road should begin in September. Some of the driveways on Normandy Court Road are still washing out. That portion of the road was supposed to have been sloped. Pitlik & Wick will redo the road in that area at company expense. Crosscut Road is also still washing out. Pitlik & Wick will also repair that problem at company expense. Motion Clark seconded Ritter that the chairman be authorized to talk to Brian Pitlik about cutting out a portion of Normandy Court Road and that it be sloped as in the proposal at Pitlik & Wick expense. By a voice vote Yes – 5; No – 0. Motion carried unanimously.
- e. Update Road Gravel – Crushing for Road Projects:** Mr. Christensen reported that there should be enough gravel that has already been crushed for Found Lake Road, Burnt Bridge Road and Maplewood Drive. The county is going out for bids to crush gravel.
- f. Other Updates Concerning Public Works:** Motion Christensen seconded Cooper to seek bids for stripping the shoulders, laying 8 inches of gravel and to slope and compact Maplewood Drive. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously. Maplewood Drive might be considered for blacktopping next year.

Motion Cooper seconded Swenson to authorize the chairman to sign the proposal with Pitlik & Wick for the 2nd phase of excavating and grading Burnt Bridge Road. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously.

- 2. Golf Course:** Mr. Christensen reported that six of the old golf carts are for sale for \$1,995 apiece. The course is in good shape. Mr. Becker is working on the cart path. The irrigation system is working well. The income is down slightly from last year.

c. Treasurer’s Report:

1. Bank Account Balances: Balance General Account as of 07-31-2019: \$97,062.69; Room Tax Account \$56,684.13; Lakes Committee Account \$30,206.83; Skateboard Park Fund \$2,848.21; Bike & Hike Trail \$42,764.27; mBank Money Market \$57,708.28; Playground Equipment Fund \$1,501.78; Public Works Equipment Fund \$60,052.86; Fire Department Restricted Account \$1,827.60; Fireworks Donation Account \$1,686.79; Hometown Bank Ambulance Acct \$10,433.88; Fern Ridge Trail Savings \$3,051.12; Road Work Savings \$124,116.19; Community Development Account \$162,909.27; Golf Course General Account \$195,880.35; St. Germain Ambulance Fund \$100.18; Awassa Trail Fund Savings \$8,443.35. Ms. Janssen also reminded the board that the August property tax settlement should here shortly. The August loan payments will be \$33,848.66—the final payment on the People’s Bank fire truck loan and \$132,862.11 plus \$14,467.92 – additional principle on the mBank road loan.

d. Fire Chief’s Report:

- 1. Update Since Last Report:** Fire Chief Tim Gebhardt reported that that there had been 25 ambulance calls and 4 fire calls since his last report.
- 2. Ambulance Update:** Chief Gebhardt handed out a financial report for July. Ambulance payments received were \$7,863.55 while expenses were \$6,466.00. The total billing charges for July were \$17,183.24.

- e. Approve Placement of Hazard Warning Buoys on Lost Lake:** Motion Ritter seconded Cooper to authorize Mr. Christensen to sign the application for the placement of 23 hazard warning bouys on Lost Lake. By a voice vote: Yes- 5; No – 0. Motion carried unanimously.

f. Review First Draft of New Ordinances:

- 1. Chapter 17 – Parades:** Mr. Christensen noted that the parade committee was not a town committee. Kelly McGill had brought the matter of throwing candy out of the parade vehicles up to the committee. Some of the other towns have ordinances controlling how the candy is to be thrown. Mr. Clark said that he has lived here for 40 years and nobody has been hurt during the parade. Mr. Cooper asked who was responsible for blocking off Hwy. 70. Ms. Janssen

asked if the town's insurance covered the parade. Tim Gebhardt thought that there would only be half of the participants that there are now. He also thought that the town board shouldn't get into running the parade. The town chairman issues citations, but who would enforce the ordinance during the parade. Mr. Ritter said that the people would see that the board is serious. Ms. Janssen also added that there are other parades in town that need to be considered. Motion Clark seconded Cooper that no action is taken at this time. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously

2. **Chapter 29 – Town Procedures:** Mr. Ritter that after Mr. Martens had told him that Mr. Ebert's zoning pay was payroll and didn't need board approval he had checked with the WTA. He found that unless there is an ordinance, all payroll needs town board approval. Mr. Ritter has proposed that the town procedures ordinance allow the town clerk to pay the payrolls without town board approval and that the remote meeting attendance policy be added. Mr. Christensen suggested how information gets onto an agenda also be added. Motion Christensen seconded Swenson that item 10.F (2) be tabled until Mr. Ritter puts it back onto the agenda. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously
- g. **Review Chamber of Commerce Quarterly Report of Room Tax Revenue Usage:** Motion Swenson seconded Cooper that item 10.G be tabled until the August 19, 2019 special town board meeting. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- h. **Consider for Approval – Request for \$25,000 to be Allocated from the Town's Room Tax Funds to Assist in the purchase of a Power-PRO XT Ambulance Cot:** Ms. Janssen suggested that \$25,000 of the town's room tax money be used to help fund the purchase of a Power-PRO XT Ambulance Cot. Money would also come from the association, grants, and other organizations. Ms. Janssen should know by October if there will be enough money in the room tax account. Motion Clark seconded Ritter that item 10.H. be tabled until next month. . By a voice vote: Yes- 4; No – 1. Motion carried.
- i. **Consider for Approval - Annual Contract from Ayers Associates to Provide Ground Water Monitoring Services for our Closed Landfill Facility Located on Pedycourt Dr.** Motion Christensen seconded Swenson that the contract with Ayers Associates to provide ground water monitoring serviced for our closed landfill facility be approved for \$2,800.00. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- j. **Consider for Approval - TeamViewer Licenses for Treasurer and Clerk to Enable them to Work from Home:** Motion Cooper seconded Swenson that item 10.J be tabled until Mr. Christensen can check Ms. Janssen's computer. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- k. **Consider for Approval – Request to Paint Lines on the Tennis Courts for Pickle ball Courts:** A man brought in a quote of \$205.78 for the materials to paint pickle ball lines on the tennis court. Phil Monday thought that the court might need to be power washed first. Motion Clark seconded Cooper that item 10.K be tabled. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously
- l. **Review Usage and Potential Usage of the Fern Ridge Property – Some of the Present Usages are Recreational Trails, Yard Waste Facility and Sledding Hill:** Mr. Clark stated that he wanted to see the Fern Ridge property fully developed as soon as possible and that it shouldn't be put off. Mr. Christensen said that the yard waste site could be moved to the old landfill site on Pedycourt Road, but that the times that it was open would have to be coordinated with Eagle Waste and the transfer station. The town might have to pay an attendant. The yard waste site would then only be for needles and leaves and not for trees and branches or stumps. Mr. Ritter thought that the town needed a parks committee. Mr. Clark said that he would chair the committee. Motion Clark seconded Swenson that item 10.L be placed on the August 19, 2019 agenda. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- m. **Consider for Approval – Parking Lot Size and Bidding the Construction of the Parking Lot Located at the Fern Ridge Property:** Motion Cooper seconded Swenson to authorize the town chairman to advertise for bids for the Fern Ridge parking lot with the modifications as discussed tonight. . By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- n. **Closed Session – Adjourn to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to discuss Public Works Department Personnel:**
(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises

responsibility: Motion Christensen seconded Cooper that the meeting be adjourned into closed session at 9:43 P.M. By a roll call vote: Mr. Clark – yes; Mr. Swenson – Yes; Mr. Cooper – Yes; Mr. Ritter – Yes; Mr. Christensen – Yes. Motion carried unanimously.

- o. Reconvene to Open Session – Reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session:** Motion Cooper seconded Clark that the meeting be reconvened into open session at 10:59 P.M. By a voice vote: Yes- 5; No – 0. Motion carried unanimously.

11. Next Regular Town Board Meeting Date – Monday, September 9, 2019, 6:30 PM, Community Center.

12. Adjourn: Mr. Christensen adjourned the meeting at 11:00 P.M...

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