

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES SPECIAL TOWN BOARD MEETING: AUGUST 19, 2019

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:30 P.M.
2. **Pledge of Allegiance**
3. **Roll Call, Establish a Quorum:** Tom Christensen, Tim Clark, Brian Cooper, Ted Ritter, Jim Swenson... There were also 6 other people in attendance. Mr. Christensen is recording the meeting.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on Saturday August 17, 2019 before 6:30 P.M.
5. **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.
6. **Discussion /Action Items:**
 - a. **Payment of Bills:** Motion Cooper seconded Swenson that the following bills be paid: Knitt Hardware \$166.55—fire dept. supplies; Pomasal \$120.52—apparatus maintenance; Margo Rogers \$5,177.08—pro merchandise; and Jones & Bartlett \$842.70 for training. By a voice vote: Yes – 4; No – 0. Motion Carried. Unanimously. Motion Swenson seconded Ritter that Cooper's Dam Lake Service be paid \$104.03—fire department repairs. By a voice vote: Yes – 3; No – 0. Motion Carried. Unanimously. Mr. Cooper abstained. Motion Christensen seconded Cooper that the Bo-Boen Snowmobile Club be reimbursed \$37,566.75—groomer barn snow damage. By a voice vote: Yes – 3; No – 0. Motion Carried. Mr. Swenson abstained. Mr. Christensen will hold the check until he receives the waiver of lien. Mr. Clark had not yet returned to the meeting.
 - b. **Re-adopt St. Germain Code of Ordinances, Without Revisions: Chapter 2 - Driveways, Chapter 3 - Mobile Homes & Manufactured Housing, Chapter 4 - Seasonal Road Weight Limits, Chapter 7 - Fire Department Volunteer Funds, Chapter 8 - Emergency Vehicles Access, Chapter 9 - Snowmobiling on Town Roads, Chapter 11- Licensing & Control of Dogs, Chapter 12 - Accommodations Tax, Chapter 13 - Public Nuisance, Chapter 14 - Alcohol Control, Chapter 15 - Town Park Rules, Chapter 16 - Vehicular Traffic on Town Highways and Chapter 30- AVT/UTV Routes.:** Motion Ritter seconded Cooper that Code of Ordinances Chapters 2, 3, 4, 7, 8, 9, 11, 12, 13, 14, 15, 16, 30 be re-adopted. By a voice vote: Yes – 4; No – 0. Motion Carried. Unanimously. Mr. Clark returned to the meeting.
 - c. **Review and Approve for Adoption Zoning Ordinance revisions requested by the Zoning Committee:** Motion Ritter seconded Christensen that the chapter 1 zoning ordinance amendments and revisions as discussed tonight be approved for adoption and move forward for public hearing. By a voice vote: Yes – 4; No – 1. Motion Carried.
 - d. **Second Review of the Draft Ordinance, Chapter 29 – Town Procedures:** Mr. Christensen had asked that how items are placed on an agenda be added to the ordinance. Mr. Ritter read what he had prepared stating that any town board member or standing committee member could make a motion at a meeting to add an item to an agenda and that if the motion is seconded and approved, the chairman of the town board or the committee will add the item to the next agenda. Motion Cooper seconded Swenson to approve for adoption chapter 29 town procedures as presented and revised tonight. By a voice vote: Yes – 5; No – 0. Motion Carried. Unanimously. Mr. Ritter will prepare a notice for publication. He thought that final adoption would be sometime in October.
 - e. **Review and Approve Public Works Employee Handbook:** Mr. Ritter asked if the board wanted to check the legality of paying unused sick leave and vacation leave at the end of the year. Motion Clark seconded Ritter to take no action on the public works employee handbook

until it has been reviewed by our attorney. By a voice vote: Yes – 5; No – 0. Motion Carried. Unanimously.

- f. Review and Approve Public Works Employee Handbook Resolution:** Motion Cooper seconded Swenson to send resolution 19-08-1 along with employee handbook to the town’s attorney for review. By a voice vote: Yes – 5; No – 0. Motion Carried. Unanimously.
 - g. Review and Accept the Chamber of Commerce Quarterly Room Tax Revenue Usage:** Motion Ritter seconded Cooper to accept the quarterly room tax usage report from the chamber of commerce. By a voice vote: Yes –4; No – 0. Motion Carried. Unanimously. Mr. Clark had left the room.
 - h. Review and Approve Bid for Fern Ridge Parking Lot:** Notices for bids will be published on August 28, 2019 and September 4, 2019. Mr. Ritter suggested that the trees become the property of the bidder to do with what he wants. Mr. Christensen drew out a sketch of how he thought the parking should go. The proposal is for a 100’ by 150’ parking lot with buffers.
 - i. Continuing Discussion Concerning Painting Line for Pickle ball Courts on the Tennis Courts:** Mr. Christensen said that the tennis court and lines look very good. Trent Keenlantz said that he would paint the lines for Pickle ball if the town bought the material. Can the court be pressured washed prior to painting? Motion Clark seconded Swenson to allow the tennis courts to be painted with pickle ball lines so that they can play both pickelball and tennis the same courts. By a voice vote: Yes – 5; No – 0. Motion Carried. Unanimously. Mr. Cooper will contact Pitlik & Wick for pricing and availability.
 - j. Discussion and approve the Creation of a Town Parks Committee:** Mr. Christensen said that he doesn’t want the non-motorized group to stop meeting and not do the good work that they have been done. The intent is not to take over the non-motorized group. Anne Small was in favor of creating a town parks committee. Bob Schell didn’t want a town committee to hinder the non-motorized group. Mr. Christensen said that the insurance company might require the committee members to be recognized each year. Mr. Ritter will work on resolutions to form the committee.
 - k. 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 to 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. By a roll call vote: Mr. Clark – yes; Mr. Swenson – yes; Mr. Cooper – yes; Mr. Ritter – yes; Mr. Christensen – yes. Motion carried. Mr. Christensen noted that everyone had left the room except for the five members of the town board.
 - l. Reconvene to Open Session – Reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session:** Motion Clark seconded Cooper to reconvene into open session at 9:40 P.M. By a voice vote: Yes – 5; No – 0. Motion Carried. Unanimously. Motion Clark seconded Swenson that no further action is taken at this time.
- 7. Next Town Board Meeting Date – Regular Town Board Meeting, Monday, September 9, 2019.**
- 8. Adjourn:** Mr. Christensen adjourned the meeting at 9:42 P.M

Town Clerk(from recording by Mr. Christensen)

Chairman

Supervisor

Supervisor

Supervisor

Supervisor

