

# 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: NOVEMBER 11, 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 16 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, November 9, 2019 before 6:30 P.M.
5. **Read and Approve Minutes of Past Meetings:** Motion Swenson seconded Clark to dispense with the reading of the minutes and that the minutes of the October 7, 2019, October 14, 2019, and October 23, 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:** Lois Ruediger thought that the cleaning of the community center should be hired out. Mr. Cooper thanked all of the veterans for their service. Ms. Janssen noted that Phil Monday had been chosen to participate in an Honors Flight to Washington D.C.
7. **Report of the Standing Committees:**
  - a. **Zoning:** Mr. Ritter noted that the committee would be meeting on Wednesday to continue discussing the update of the Comprehensive Use Plan. There will be a Public Hearing on December 18, 2019 for a rezone request for four lots in Barrington Pines.
  - b. **Finance:** Mr. Christensen stated that the committee had not met.
  - c. **Independence Day Celebration:** Mr. Swenson noted that the committee had met on Tuesday for the first time since becoming a town committee. Eight of the nine members were present. There was a discussion concerning the 2020 Independence Day Celebration. The committee will meet again in January.
  - d. **Recreational Facilities:** Mr. Clark stated that he will have a list of members for the December meeting.
8. **Report of the Special Town Committees:**
  - a. **Lakes Committee:** Mr. Ritter had no report.
  - b. **Non-Motorized Trail Committee:** Mr. Swenson said that on January 11, 2020 there will be a hike on Fern Ridge Trail from 1:00 P.M. until 4:00 P.M. so that people can see the new loop. On February 15, 2020 from 6:00 P.M. until 8:00 P.M. there will be the annual Candlelight program on the Awassa Trail.
9. **Report from Lake Districts and Other Organizations:** Mr. Christensen reported that the Little St. Germain Lake District met last Wednesday. There was a discussion concerning the newsletter and other normal business. Mr. Ritter added that the Lost Lake District was proceeding with the transfer of the Lost Creek Dam from Vilas County to the lake district. It should be completed by the end of the year. A survey has been done on the small piece of town owned property near the dam. It will take elector approval to transfer that property to the lake district. Mr. Ritter has not seen the results of the survey.

## 10. Discussion /Action Items:

- a. **Payment of Bills:** Motion Swenson seconded Clark that general account checks 26555-26596, golf course checks 16341 – 16374, and payroll checks DD906- DD963 along with an extra bill to North Central Regional Planning for \$3,000.00—invoice #1 of #2 for updating the comprehensive use plan be paid. By a voice vote: Yes – 5; No – 0. Motion carried unanimously. Motion Clark seconded Cooper a bill to the Bo-Boen Snowmobile Club for \$14,030.56 for groomer barn snow damage be paid. By a voice vote: Yes – 4; No – 0. Motion carried. Mr. Swenson abstained.
- b. **Chairman's Report:**
1. **Public Works:** Mr. Christensen noted that the loader had been in Merrill for repairs. The repairs cost around \$11,000. However, the loader is valued at around \$100,000, so the repairs were justified. The International plow truck also was in for maintenance. From now on the town equipment will be scheduled for annual maintenance. The crew has been working on removing clutter from inside and outside of the town shop. The fire department apparatus bay lights have been updated. Heat tape has been placed on the fire department roof to hopefully stop ice damming and leaks. The new community center locks have been completed. The demolition of the Red Brick Schoolhouse has been completed. Grass will be planted in the spring. Burnt Bridge Road and Maplewood Drive have been graveled and the blacktopping will be discussed in the spring.
  2. **Golf Course:** Mr. Christensen reported that the golf course is closed. Using air pressure, the water has been blown from the irrigation lines. The inside of the maintenance shop is being painted and the lighting will be updated next year. The 2020 budget has been completed.
- c. **Treasurer's Report:**
1. **Bank Account Balances:** Balance General Account as of 10-31-2019: \$124,658.23; Room Tax Account \$162,468.16; Lakes Committee Account \$24,163.27; Skateboard Park Fund \$2,848.57; Bike & Hike Trail \$46,072.66; mBank Money Market \$57,734.29; Playground Equipment Fund \$1,501.96; Public Works Equipment Fund \$60,060.43; Fire Department Restricted Account \$5,227.92; Fireworks Donation Account \$1,687.00; Hometown Bank Ambulance Acct \$16,566.94; Fern Ridge Trail Savings \$2,342.21; Road Work Savings \$705,325.03; Community Development Account \$73,019.93; Golf Course General Account \$248,281.88; St. Germain Ambulance Fund \$100.36; Awassa Trail Fund Savings \$8,062.10; Fire Dept. Donation Account \$1,320.02.
- d. **Fire Chief's Report:**
1. **Update Since Last Report:** Fire Chief Tim Gebhardt reported that there had been 28 calls since the last meeting. The department is looking for more manpower.
  2. **Ambulance Update:** The receipts for October were \$15,435. The ambulance call and on call expense were \$6,052.
- e. **Update on Veteran Memorial Plantings by Kathy Kaltenbach and Kathy Zaffrann:** Kathy Kaltenbach and Kathy Zaffrann handed out their Veterans' Memorial Garden 2019 summary and a look ahead to 2020. The two ladies were told that they would be reimbursed by the town if they needed to make a purchase with personal funds. They also asked that water be made available near the memorial. The St. Germain/Sayner Garden Walk will be on July 25, 2020. They asked that the clump of dying birch trees near the memorial be removed. In 2020, the ladies hope to have plantings around a proposed memorial for Mark Hiller behind the Chamber building, update the landscape around the fire department, plantings around a Red Brick Schoolhouse memorial and update the plantings by the children's playground. They also hope to add more trees near the Veterans' Memorial. Mr. Ritter suggested a beautification committee and to add, hopefully, more volunteers.
- f. **Chamber Room Tax Report for the 3rd Quarter:** Penny Strom handed out the Chamber of Commerce 3<sup>rd</sup> Quarter Room Tax Report. There were no questions.
- g. **Barnstormer's Request to use Vandervort Park for Access to Lost Lake and North Lost Lake Drive:** Motion Clark seconded Cooper to allow the Barnstormers to access Lost Lake and North Lost Lake Drive through Vandervort Park as long as the trail was properly marked and that fencing was put up to help the snowmobiles on the trail. By a voice vote: Yes – 5; No – 0. Motion carried unanimously.
- h. **Approve BoBoen Routes for 2019 – 2020 Season:** Mr. Christensen noted that Lost Lake Drive North should be removed from the list since the Sayner Barnstormers were now using the road as a route. Also, Sixteen Road from Big St. Germain Drive 1.3 miles to Kocelniczak's property should be changed to parcel #24-435. Motion Clark seconded Swenson that the town roads to be used as snowmobile routes be approved as presented with the two changes made tonight. By a voice vote: Yes – 5; No – 0. Motion carried unanimously.

- i. **Review Draft of Public Works Superintendent Position:** Motion Swenson seconded Cooper that the Public Works Superintendent Position be approved with the changes made tonight to section 2-1, 2-5 and section 4, bullet point 2. By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- j. **Approve an Amendment to Ordinance Chapter 8 – Emergency Vehicle Access:** Motion Ritter seconded Swenson to approve for adoption the amendment to section 8.04(b) of Chapter 8 of the St. Germain Code of Ordinances. By a voice vote: Yes – 5; No – 0. Motion carried unanimously.
- k. **Update on Yard Waste Facility:** Mr. Cooper reported that he was at the yard waste facility last Saturday from 10 am until 3 pm. Four people dropped off yard waste. Mr. Cooper will be there again Saturday, November 16, 2019 from 10 am until 3 pm.
- l. **Review Draft of Winter Road Maintenance Policy:** Motion Ritter seconded Clark to adopt the Winter Road Maintenance Policy as presented. By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- m. **First Review of Ordinance Chapter 17 – Community Parks & Building:** Mr. Ritter stated that he and Lois Ruediger had worked very hard drafting Community Parks & Building Ordinance. Ms. Ruediger suggested that a section be added that would state that anything not covered in the ordinance would need to be submitted to the town board for approval. She felt that it would be very difficult to try to cover all possibilities. Motion Ritter seconded Cooper that Chapter 17 of the St. Germain Code of Ordinances – Community Parks & Building, be approved for adoption as revised tonight. By a voice vote: Yes – 5; No – 0. Motion carried unanimously.
- n. **Update on Cemetery Operations:** Mr. Christensen stated that up until now, the operation of the cemetery has been mostly done by volunteers. However, the treasurer, sextant, president and the person that digs the graves are all retiring in 2020. Mr. Christensen and Mr. Ritter met with June Vogel from the cemetery committee and it was decided that the idea of the town taking over the operation of the cemetery should be brought before the town board. There would need to be an ordinance and elector approval. All of the cemetery accounts would be turned over to the town. The town’s public works department would take over the maintenance and the digging of the graves. Or, the work could be hired out. Mr. Ritter had volunteered to look into the transfer. Motion Cooper seconded Clark to go ahead with the research and to have Mr. Ritter report his findings to the town board. By a voice vote: Yes – 5; No – 0. Motion carried unanimously.
- o. **Add Jeff Sauer & Marion Janssen to Independence Day Committee:** Motion Christensen seconded Cooper to appoint Jeff Sauer and Marion Janssen to the Independence Day Committee. By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- p. **Review & Approve Golf Course Budget for 2020:** Motion Swenson seconded Cooper to approve the 2020 Golf Course Budget as presented with the addition of one additional new golf cart bringing the total for seven new carts to \$34,461. By a voice vote: Yes- 5; No – 0. Motion carried unanimously.
- q. **River Trail Commission Grant Sponsorship Request:** Motion Cooper seconded Clark to allow Mr. Christensen to write a letter stating that the Town of St. Germain is in favor of the Town of Cloverland acting as the primary sponsor for MLS funding. By a voice vote: Yes – 5; No – 0. Motion carried unanimously. Motion Ritter seconded Swenson that the Town of St. Germain act in the capacity of secondary sponsor for the MLS funding. By a voice vote: Yes – 5; No – 0. Motion carried unanimously.
- r. **Set Date & Time for Community Center Remodel Meeting:** There will be a special town board meeting held on Wednesday, January 15, 2020 at 6:30 P.M. in the Community Ceneter for the purpose of discussing the remodeling of the Community Center.
- s. **Set Date & Time for Golf Course Update Meeting:** There will be a special town board meeting held on Wednesday, December 11, 2019 at 6:30 P.M.in the Community Center for the purpose of discussing the update of the golf course irrigation system.

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

**12. Adjourn:** Mr. Christensen adjourned the meeting at 9:29 P.M.

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Town Clerk

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Chairman                      Supervisor                      Supervisor

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Supervisor                      Supervisor