

# TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

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

## MINUTES SPECIAL TOWN BOARD MEETING: March 30, 2020

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:39 pm.
- 2 **Pledge of Allegiance** – Going to dispense with Pledge of Allegiance
- 3 **Roll Call, Establish a Quorum:** Brian Cooper, Jim Swenson, Tim Clark, Ted Ritter and Tom Christensen with Brian Cooper, Jim Swenson and Tom Christensen, connected by Zoom.us is Ted Ritter and Tim Clark. Marion Janssen Treasurer connected via Zoom.us.
- 4 **Open Meeting Verification:** Mr Christensen noted that he had posted the meeting agenda at three locations in town on Saturday, March 28, 2020 before 6:30 pm. There was a typo in the agenda, stating Monday, March 28, but it was definitely Saturday.
- 5 **Discussion /Action Items:**
  - a. **Payment of the Bills.** Motion by Clark to approve the bills as presented minus the bill to Coopers Dam Lake Auto; second Cooper. Discussion none. By a roll call vote: Mr Christensen – Yes; Mr Ritter – Yes; Mr Swenson – Yes; Mr Clark – No, Mr Cooper – No. Motion by Swenson to approve the bill to Coopers Dam Lake Auto; second Clark. Discussion none. By a roll call vote: Mr Ritter – yes, Mr Clark – yes, Mr Swenson – yes, Mr Christensen – yes, Mr Cooper - abstain.
  - b. **Update on Voting Procedure for the April Election – The Board will discuss the possibility of having our voting in the fire department and it will be operated as a drive thru voting procedure. We have asked the Wisconsin Election Board for permission to hold our voting in a drive thru manor and we have not received the answer to our question as of Friday, March 27, 2020.** Mr Martens requested the election board permission to have the election at the fire department. County is objecting to taking the master sheet, making a copy and having voter sign from car with copy accompanying the master back to the county. Backup plan is modification of voting in the gym where is spreads everyone out, will not use the voting booths, with appropriate cleaning. Voting machine at western end of gym with voters leaving via that exit. No action to take.
  - c. **Purchase of a John Deere Gator to replace the aging Hijet mini truck. The Hijet mini truck is at the end of its useful life and the Board will pay for it by using some of the money from this year's budget and the balance from the Hike and Bike Trail Fund. The Gator will be used for Cross Country trail grooming in the wintertime and Town**

**maintenance work during the spring, summer and fall seasons. We will also be purchasing snow tracks for it to facilitate the trail grooming in the wintertime with the funding coming from the Awassa Trail Fund.** In budget was \$15,000 for replacement of Hijet and replace with John Deere UTV. John Deere UTV price is \$23,900 of which \$15,000 set aside in the budget and balance can come out of Bike and Hike fund \$8,900. Mr Clark asked if other vehicles have been priced other than John Deere and who will be using UTV in winter, town crew person? This past year done by Jimmy Vogel with his own equipment. Will have to check with insurance company that he can use it, similar to extra plow truck driver. Might have to make Jimmy Vogel some type of town employee to accomplish this. Polaris Ranger was more expensive than the Gator, did not go that route. Question to Jon Strom, is there a method to get Jimmy Vogel covered under the town's policy? Jon will check with underwriter but Jon feels best to add him as an employee or as dedicated person. Motion by Clark to table item 5c until we can find out if town can have Jimmy Vogel use it to groom the trails until the next meeting; second Ritter. Discussion none. By roll call vote: Mr Clark yes, Mr Ritter yes, Mr Swenson no, Mr Cooper yes, Mr Christensen no. Motion passes to table 3:2.

- d. Beginning discussion on the procedure to put in place a deputy Chairman, Treasurer and Clerk (three different positions) if someone cannot carry out their office responsibility.** Statutes do not talk about deputy for chairman but do for Treasurer and Clerk. Who should stand in for Mr Christensen if he is not able to sign checks, contracts and run meetings? Mr Ritter states statutes are very clear on signatures on bank accounts stating town board may authorize its supervisors to become signatories on checking account in the event the chairperson is absent, ill or incapacitated. Those additions may be made by the town board by the adoption of a resolution or ordinance. Can be all supervisors, not one specific person. Mr Ritter to prepare a draft resolution to the effect of all supervisors as signatories in the event the chairperson is not available. Deputy for Clerk, Mr Martens asked that Marion Janssen be the deputy for his position. That is not allowed as clerk and treasurer are separate positions according to the Towns Association. Mr Martens will need to name someone else. Deputy for Treasurer, Marion Janssen selects her son, Eric. Mr Christensen voiced this may not be a good choice to have someone in same household serve as deputy given COVID pandemic or something similar as it could affect both parties. Marion Janssen will think about it. Deputy will have to do oath of office and be on signature card.

- e. Spring Project Loan – We will discuss the loan amount to pay for our upcoming projects including, but not limited to, the roof replacement on the new pavilion, respirator tanks for the fire department personnel, Found Lake Road reconstruction and the new Public Works Patrol Truck.** Found Lake Road \$469,649.20. Purchase of new patrol truck actual cab and chaise from Western Star \$104,291.00 with addition for dump box, plow and frame modifications from Monroe \$126,564.00 with

attachments of the plows for the older trucks being purchased. Wing plow \$16,925.00. Mr Gebhardt submitted price estimate on replacing the air tanks for the volunteer fire department personnel \$179,929.00; looking for \$100,000 from the town, \$40,000.00 to come from account at mBank and remainder \$39,929 to be fundraising by fireman's association. Roof on new pavilion \$54,000, work has already started. Total amount \$871,429.20 less \$60,000 from equipment fund leaving a balance of \$811,429.20 which would have to be loan amount. Not definite how much money is available for items that are under budget which needs to be paid against loan as decided. When loans are set up the State does not want us to pay ahead, wants only to pay the payments that are due, requiring us to budget the exact payment in spring and fall; have to schedule the exact amount of payment for the levy for debt service. Motion by Clark to have Marion check with several banks for best rate on a loan for \$811,429.20; second Cooper. Discussion none. By roll call vote: Mr Ritter – yes, Mr Clark – yes, Mr Cooper – yes, Mr Swenson – yes, Mr Christensen – yes.

**2. Adjourn:** Mr Christensen adjourned the meeting at 8:10 pm

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Town Clerk

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Chairman

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Supervisor

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Supervisor

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Supervisor

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Supervisor