

TOWN OF ST. GERMAIN
OFFICE OF THE CLERK
P.O. BOX 7
ST. GERMAIN, WISCONSIN 54558
www.townofstgermain.org

MINUTES TOWN BOARD MEETING: April 13, 2020

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:35 pm
2. **Pledge of Allegiance**
3. **Roll Call, Establish a Quorum:** Tom Christensen and Mr Cooper are in Community Center room 4. Tim Clark, Jim Swenson and Ted Ritter in attendance via Zoom.us. Marion Janssen town treasurer in attendance via Zoom.us.
4. **Open Meeting Verification:** Mr Christensen noted that he had posted the meeting agenda at three locations in town on Saturday, April 11, 2020 before 6:30 pm. There was a correction which was also posted prior to 6:30 pm.
5. **Approve minutes of past meetings.** Motion by Cooper to approve the minutes of February 10, 2020, March 9, 2020 and March 11, 2020 as presented; second Ritter. Discussion: None. By roll call vote: Mr Ritter – yes, Mr Clark – yes, Mr Cooper – yes, Mr Swenson – yes, Mr Christensen – yes.
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.** None.
7. **Discussion /Action Items:**
 - a. **Repair of Bike & Hike Bridge that is under water currently. The plan is to raise the deck of the bridge and reconstruct the blacktop approaches to the bridge.** Bridge near the South Bay Road trail. Raise deck of bridge 13" along with raising the railings. Approaches will need to be leveled out, south side 10' of new black top and north side would be 35' of black top. Mr Clark raised the question if bridge needs to be looked at by engineer. Mr Swenson was given verbal that this plan was more than adequate and was not necessary to go out to engineer. Mr Clark asked why St Germain is putting money into this bridge when it is in Oneida County. When project was designed in 2010 land use agreements were taken out with St Germain putting money aside for maintenance/expansions. Mr Ritter asked where funds were coming from. Lumbar is \$2300 and Pitlik budgetary number of \$6900.00 for blacktop, construction phase; both coming from Hike and Bike account. Class 1 notice for going with Pitlik for the bid. Between \$5000 and \$25,000, no bid required, however must provide Class 1 notice. Motion by Cooper to go ahead with the reconstruction of bridge project using Pitlik and Wick as presented with funds coming from Bike and Hike account; second by Clark. Discussion: None. By roll call vote: Mr Swenson – yes; Mr Cooper – yes; Mr Clark – yes; Mr Christensen – yes; Mr Ritter – yes.
 - b. **Discussion concerning upgrading of private roads to Town Road Standards.** New ordinance to give guidance if property owners along a private road want to approach town in order for private road to become a town road, town specs are required in order for road to be accepted as town road with services the town offers becomes the town's responsibility. Mr Ritter discussed the complication of how special assessment works, board members to read 20.08 from statutes. Does everyone on the road need to be in agreement to make private road upgraded? No further discussion.
 - c. **Electors Resolution authorizing the Town Board to construct an addition to the remaining portion of what is commonly called the "BoBoen Groomer Barn" with the BoBoen Board of Directors acting as the General Contractor, using funds from the Town's insurance provider and when those funds are exhausted the remaining construction expenses are the sole responsibility of the BoBoen Snowmobile Club.** Motion by Ritter to move resolution SGE 2020-04-03 forward to the electors meeting on April 21, 2020; second Cooper. Discussion: None. By roll call vote: Mr Cooper – yes; Mr Swenson – yes; Mr Christensen – yes; Mr Ritter – yes; Mr Clark – yes.

- d. **Treasurer Marion Janssen's request for an increase in the Treasurer's Room Tax Wage.** Doing a lot of work, work load has increased dramatically. Nothing has changed since Val Schuettner took over in 1998, wage has been the same. Mr Cooper stated Marion has been doing a great job. Currently receiving \$125.00 a month. Survey other treasurers to see if they are being paid extra to do the additional duty of room tax. Letter to Town's Association to verify that this is part of town business and electors will have to increase wage, not Town Board. Room tax statute states it is the responsibility of the treasurer to collect room tax.
- e. **Discussion concerning the written response from John Williams relating to his past due room tax payment.** Motion by Christensen to submit correspondence from John Williams to Atty Garbowicz for review and his recommendation to collect past due room tax payment; second Cooper. Discussion: Clarify who will submit this, Mr Christensen will submit to Atty Garbowicz. Mr Swenson asked if the county council has weighed in on this, irrelevant as this is a St Germain town dispute. By roll call vote: Mr Swenson – yes; Mr Cooper – yes; Mr Christensen – yes; Mr Ritter – yes; Mr Clark – yes.
- f. **Continuing discussion concerning the Yard Waste Site relocation.** Jim Swenson reached out to DNR about relocated to Pedycort site. Message has been sent that due to Covid 19 all field observations are currently on hold. Continue at current site until approval to be able to move the location. Discussion on when to open the yard waste site and if it should be manned. Ask Public Works to move yellow gate down past the parking lot if it will not destroy the road. Motion by Christensen to open yard waste facility with hours of 9:00-2:00 on May 2 manned by Brian Cooper, May 9 manned by Jim Swenson and May 16 manned by Brian Cooper; no second and motion dies. Motion by Clark to advertise for someone to sit at yard waste site for \$10/hr for Saturdays and Sundays in month of May from 9:00-4:00; second by Swenson for discussion. Discussion: Where would the funds come from? Project Crew is listed as budget of \$2500.00. Suggest for the month of May open on Saturdays and Sundays, 24 hours a day. Can be monitored by Town Board members if they choose. Motion withdrawn by Mr Clark; second withdrawn by Mr Swenson. Motion by Ritter to open the yard waste site Saturday and Sundays the month of May 24 hours a day; second Clark. Discussion: Public Works to get a sign up stating these hours for May. Will be put on website. By roll call vote: Mr Swenson – yes; Mr Cooper – no; Mr Christensen – no; Mr Ritter – yes; Mr Clark – yes. Motion passes 3:2.
- g. **Resolution required for the Mountain Bike Trail Grant Application.** The town will support the application for the grant application for Fern Ridge, deadline is May 1, 2020. Ted will format this resolution to those of the town.
- h. **Update of the Annual Electors Meeting – April 21, 2020.** With Covid, are electors meeting still one. Several towns have moved them back. To proceed or not to proceed and if proceeding ensure social distancing. Motion by Copper that the Annual Electors meeting scheduled for April 21, 2020 go on as scheduled at 7:00 pm; second Ritter. Discussion: Will have copies of 3 resolutions to hand out at meeting. Will also be sent out as Constant Contact. Will not be a Zoom meeting, elector has to be present to vote. By roll call vote: Mr Clark – yes; Mr Christensen – yes; Mr Ritter, yes; Mr Cooper – yes; Mr Swenson – yes.
- i. **Update on Zoom Meetings being held for Town Board Meetings and Town Committee Meetings.** Mr Christensen has not received anything back from Zoom. Continues to do research on different platforms and security safe guards.
- j. **Treasurer's report of Town bank balances. Bank Account Balances:** Balance General Account as of 03/31/2020: \$7,943.91; Room Tax Account \$41,545.29; Lakes Committee Account \$41,610.77; Skateboard Park Fund \$2,849.15; Bike & Hike Trail \$59,330.20; mBank Money Market \$201,550.15; Playground Equipment Fund \$1,502.28; Public Works Equipment Fund \$60,072.93; Fire Department Restricted Account \$37,120.98; Fireworks Donation Account \$1,687.34; Hometown Bank Ambulance Acct \$10,576.82; Fern Ridge Trail Savings \$5,037.20; Road Work Savings \$236,890.07; Community Development Account \$49,297.10; Golf Course General Account \$113,432.27; St. Germain Ambulance Fund \$100.19; Awassa Trail Fund Savings \$11,739.04; Fire Dept. Donation Account \$41,782.97.
- k. **Payment of the bills.** Motion by Swenson to pay the bills as presented; second by Clark. Discussion: None. By roll call vote: Mr Clark – yes; Mr Christensen – yes; Mr Ritter, abstain; Mr Cooper – yes; Mr Swenson – yes.

- 8. Report of the Standing Committees**
- a. **Independence Day Celebration Committee** – Meeting on April 15 2020
 - b. **Lakes Committee** – No report
 - c. **Non-Motorized Recreational Trails Committee** - Working on bridge project and grant application
 - d. **Parks and Recreation Committee**- Meeting on Thursday, April 16, 2020
 - e. **Zoning Committee** – Did not meet in early April, meeting was postponed. Items piled up , will have a special meeting on April 22, 2020 via Zoom due to address.
- 9. Reports from Lake Districts and Other Organizations** – No report
- 10. Next Regular Town Board Meeting Date – Monday, May 11, 2020, 6:30 PM, Community Center Room #4, Zoom meeting.**
- 11. Adjourn:** Mr Christensen adjourned the meeting at 9:40 pm

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Chairman	Supervisor	Supervisor
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