

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

MINUTES TOWN BOARD MEETING: May 11, 2020

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 7:00 pm (half hour late due to technical problems with internet speed).
- 2 **Pledge of Allegiance**
- 3 **Roll Call, Establish a Quorum:** Tom Christensen, Tim Clark and Ted Ritter in room 4 of Community Center with 1 citizen. Brian Cooper, Jim Swenson, Marion Janssen town treasurer and June Vogel temporary town clerk attended via Zoom.us. There were also 19 other members of community 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, May 9, 2020 before 6:30 pm.
- 5 **Approve minutes of past meetings.** No minutes to approve.
- 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:** County Representative Carolyn Ritter talked about the Code Red emergency system. This system worked with landlines and the contract with provider has ended. Smart 911 system will replace Code Red system. It works through smart phones. In addition to receiving storm warnings, there is an app which owner can add personal information. If call is made to 911 dispatcher would immediately have information regarding person calling in can be transferred to the emergency responders. It is available now through apple store, google play or Smart911.com. Information left for community members and will be put on town website. Mr Clark asked if they were hiring a new emergency government director and Carolyn confirmed position has been hired, does not recall the new name.
- 7 **Discussion /Action Items:**
 - a. **Open Board of Review.** Motion to open board of review by Christensen, second Clark. NO discussion needed Roll call vote: Mr Swenson – yes; Mr Cooper – yes; Mr Clark – yes; Mr Christensen – yes; Mr Ritter – yes. Motion carried unanimously. Board of review officially opened.
 - b. **Adopt Chapter 19 – Boating on Town Lakes, following public comment.** Town Board reviewed this back in March and approved pending DNR review. DNR has reviewed and came back with no changes, no requests and no recommendations. Posting done appropriately, no public feedback. Nothing received via PO Box 7. Mr Cooper referencing 19.01e – Sheriff's Department should be Sheriff's office. None of the Town Board members have received feedback regarding this. Noticed that 19.08c says ordinance states SG-99-6-1, lake district shows SG-1999-6-1. Mr Ritter will verify if 1999 or 99 from old ordinance. Move by Ritter that once the 19.01e has been corrected, 19.08c is verified that this be adopted as of 05/11/2020; second Cooper. Discussion none. By roll call vote: Mr Swenson – yes; Mr Cooper – yes; Mr Clark – yes; Mr Christensen – yes; Mr Clark; yes. Motion carried unanimously.
 - c. **Appoint Cemetery Sexton.** Adopted resolution on January 22, 2020 that created a temporary town coordinator until the transfer of cemetery has been completed. The deed is still in process. Motion by Ritter to table to another meeting after deed has been transferred, second Cooper. Discussion – Atty Garbowicz to have the deed taken care of within the week of the last conversation. It is making steady progress, waiting to be signed and notarized with original to Atty Garbowicz to record. By roll call vote: Mr Cooper – yes; Mr Swenson – yes; Mr Christensen – yes; Mr Ritter – yes; Mr Clark – yes. Motion carried unanimously.
 - d. **Reconfirm Standing Committees, as required by St Germain Ordinance 29.07 (e).** Motion by Christensen to table to a future meeting, does not have all information required; second Clark. Discussion none. By roll call vote: Mr Ritter – yes; Mr Christensen – yes; Mr Clark – yes, Mr Swenson – yes; Mr Cooper – yes. Motion carried unanimously.

- e. **Consider UCC request to use Cemetery for a Memorial Day Service.** On Sunday, May 24, 2020 UCC be allowed to gather for a time of meditation at cemetery. Motion by Clark to allow UCC church to have a meditation service on May 24, 2020; second Ritter. Discussion none. By roll call vote: Mr Swenson – yes; Mr Cooper – yes; Mr Christensen – yes; Mr Ritter – yes; Mr Clark – yes. Motion carried unanimously.
- f. **Adopt resolution confirming appointment of a Temporary Clerk.** Some confusion and mix up of language on 04/29/2020 where we appointed temporary clerk. Deputy was inserted vs temporary. Atty Garbowicz suggested adopt a resolution clarifying what action was taken by the Town Board. Motion by Clark to adopt resolution appointing of the temporary clerk; second by Cooper. Discussion none. By roll call vote: Mr Swenson – yes; Mr Cooper – yes; Mr Christensen – yes; Mr Ritter – yes; Mr Clark – yes. Motion carried unanimously.
- g. **First Quarter Room Tax report – St Germain Chamber.** Has the board received the projected room tax revenue and how it will be spent? Penny will send out January room tax budget. Motion by Ritter that the 1/4ly reports from the Chamber be tabled pending approval until the budget numbers for chamber room tax expenditure is provided to the board; second Clark. Discussion none. By roll call vote: Mr Clark – yes; Mr Christensen – yes; Mr Ritter, yes; Mr Cooper – yes; Mr Swenson – yes. Motion carried unanimously.
- h. **Cemetery Certificate of Deposit – Matures in August.** St Germain Cemetery Association has CD that matures in August 2020. If we close out at this time would be a loss of about \$240.00. Should the CD be left open or close it? Discussion on how it is titled. If kept open there is conflict of who owns the CD as it is in the name of St Germain Cemetery Association. Motion by Cooper to close out St Germain Cemetery Association CD account and transfer funds into the Town's account until accounts are set up; second Ritter. Discussion: If not in our name how do we close it out? Agreement per documents that St Germain Cemetery Association to turn funds/assets over to the Town of St Germain. By roll call vote: Mr Clark – yes; Mr Christensen – yes; Mr Ritter, yes; Mr Cooper – yes; Mr Swenson – yes. Motion carried unanimously.
- i. **Update on the Fern Ridge trail reroute including Bo-Boen and ATV Clubs.** Group walked area looking at where they wanted trails placed and had a few minor changes from original plan. Looking to utilize BoBoen for what funding is available, ATV club how they can help and the Town; doing as a joint venture. Funding deadline over for BoBoen for this year. Suggested to get bids on both east and west sides to know what would be charged and have that knowledge when apply for funding/grants for reroute to know what monies are expected for project. Discussed options 1), per Mr Wendt too steep, woud like pursue that as it keeps it out on outer perimeters; 2) come up with alternative route if necessary; 3) keep it where it is at. Motion by Swenson to table until they can come back at a later time with a better route; second Cooper. Discussion none. By roll call vote: Mr Cooper – yes; Mr Swenson – yes; Mr Clark – yes; Mr Ritter – yes; Mr Christensen – yes. Motion carried unanimously.
- j. **Communications directed to the entire Board – What is the appropriate response?** Ted drew up suggested response use in email. Response read by Mr Christensen. Mr Clark to reply to emails coming in and will reply all so board knows response has gone out. Time frame to be sent within 24 hours. Motion by Cooper to approve response as read with the understanding there will be a response possibly within 24 hours; second by Swenson. Discussion none. By roll call vote: Mr Christensen – yes; Mr Clark – yes; Mr Ritter, yes; Mr Cooper – yes; Mr Swenson – yes. Motion carried unanimously.
- k. **Update on the Yard Waste Facility.** Mr Cooper reported busy first weekend in May. Caught someone dumping bigger size and some removing for firewood. Reminder 6 inches, spread the word. Wally Geist pointed out sign on the right listing requirements is blocked by pine branch. Mr Cooper will get that trimmed away.
- l. **Town road specifications resolution.** Resolution SG20-05-02 read by Mr Christensen. Specs are minimum road specs; something to indicate what minimal road standards are. MSA may direct differently depending on road. Discussion if resolution should be run past MSA engineering and see if they have additional thoughts. Phil contacted from MSA, would be happy to look at it and if needed propose differences. Will specify in resolution paved portion of Pedycort; to define that it is not all blacktop and add direction for Found Lake Road to Four

Corners. Motion by Clark to table until more information back from MSA engineering; second Cooper. Discussion none. Mr Cooper – yes; Mr Clark – yes; Mr Christensen, yes; Mr Ritter – yes; Mr Swenson – yes. Motion carried unanimously

- m. Continuing discussion concerning updates and improvements to the Veterans Memorial Landscape.** Parks committee look into improving Veterans Memorial. Prices for split rail price along Hwy 155, Hwy 70 and school road. Eliason Lumber was the cheapest at \$2019.80; will deliver for free. Town crew to put up. Green lawn water irrigation \$7500 additional \$350 to \$500 to run from water source. He would donate a drip system that would water the plants along the side walk and planters on wing walls. Remove the Birch clump, it is partially dying with town crew cut down and grind stump. Funds to come out of Community Developments. More discussion on removing pine trees and replanting flowering trees around memorial. Mr Clark to get estimates on pine tree removal. Motion by Clark to hire Green Lawn to install an irrigation system in the triangle made up by Hwy 155, Hwy 70 and School Road and also install drip irrigation around the memorial and it is understood that that is by donation, their estimate is \$7500 with an additional estimate of \$300 to \$500 for water source from the well and also to purchase split rail fence from Eliason Lumber for approximately \$2019.80 with split rail fence to be installed by the town crew with funding from Community Development; second Ritter. Discussion: Three 3 bids were requested, received 2 back. Accepted lower of the 2 bids. By roll call vote: Mr Cooper – yes; Mr Clark – yes; Mr Christensen, yes; Mr Ritter – yes; Mr Swenson – yes. Motion carried unanimously.
- n. Community Parks – Changes to the usage of the parks during the Coronavirus outbreak.** Community members asking if events still happening with stay at home orders. Discussion on upcoming events and social discussing.
- o. Memorial Bench for Papa Dick & Mrs Kay Farber in playground area.** Email from daughter Lynda Amber along with Susie Vavrik and Kathy Ashlevitz asking to put up memorial bench in playground area for Papa Dick & Mrs Kay Faber. Short history of Papa Dick and Mrs Kay in community was given. There are quite a few benches in the playground area. Parks and Recreation committee along with Town Board members to research appropriate place and make recommendation. Recommendations will be taken back to ladies of an area the board can all approve in the near future. Ladies will get back to Town Board as to what will be on plaque that will be on bench. More information will be brought back to the board for consideration.
- p. Treasurer's report of Town bank balances. Bank Account Balances:** Balance General Account as of 04/30/2020: \$28,419.68; Room Tax Account \$51,740.02; Lakes Committee Account \$41,612.48; Skateboard Park Fund \$2,849.27; Bike & Hike Trail \$50,952.54; mBank Money Market \$201,558.53; Playground Equipment Fund \$1,503.24; Public Works Equipment Fund \$60,075.40; Fire Department Restricted Account \$37,122.51; Fireworks Donation Account \$1,687.41; Hometown Bank Ambulance Acct \$8,443.31; Fern Ridge Trail Savings \$5,037.41; Road Work Savings \$215,705.89; Community Development Account \$49,299.13; Golf Course General Account \$76,155.64; St. Germain Ambulance Fund \$3,163.95; Awassa Trail Fund Savings \$8,227.95; Fire Dept. Donation Account \$41,784.69. Fire Department/Ambulance fund received a grant for \$2973 as part of stimulus program.
- q. Payment of bills.** Motion Clark to approve bills presented tonight but hold the chamber check until board has received proper documentation and approved by town board; second Cooper. Discussion none. By roll call vote: Mr Cooper – yes; Mr Clark – yes; Mr Christensen, yes; Mr Ritter – yes; Mr Swenson – yes. Motion carried unanimously.
- r. Approval of past meeting minutes.** Duplicate agenda item.
- s. Close board of Review.** Motion by Christensen to close board of review; second Cooper. Discussion none. By roll call vote: Mr Cooper – yes; Mr Clark – yes; Mr Christensen, yes; Mr Ritter – yes; Mr Swenson – yes. Motion carried unanimously.
- t. Set time and date for Special Town Board Meeting, Closed session.** Closed session meeting (will not be a zoom meeting), Wednesday 7:00 pm, May 13, 2020

8. Report of the Standing Committees

- a. **Independence Day Celebration Committee.** Cookie Lough reported next meeting is May 14, 2020 and a decision is expected at that meeting.
 - b. **Lakes Committee** – No Report
 - c. **Non-Motorized Recreational Trails Committee** – Jim Swenson reported trails at fern ridge were blown, making them more define. Bike trail was cleared by Public Works. Awassa trails were blown. Waiting to hear back from Pitlik and Wick for date to blacktop bridge, hopefully before Memorial Day weekend.
 - d. **Parks and Recreation Committee**
 - e. **Zoning Committee** – No report.
 - f. **Sexually Oriented Business Committee** - met last Thursday, meeting again on Thursday, May 14, 2020.
9. **Reports from Lake Districts and Other Organizations:** Jim Swenson names chairman, here is a new representation from Cloverland.
10. **Next Regular Town Board Meeting Date – Monday, June 8, 2020, 6:30 PM, Community Center Room #4**
11. **Adjourn:** Mr Christensen adjourned the meeting at 9:34 pm

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Chairman	Supervisor	Supervisor
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