

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

MINUTES TOWN BOARD MEETING: July 13, 2020

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:42 pm
2. **Pledge of Allegiance**
3. **Roll Call, Establish a Quorum:** Tim Clark, Jim Swenson, Brian Cooper, Tom Christensen, Ted Ritter and June Vogel town clerk are in Community Center room 4 with 7 community members in attendance. Marion Janssen town treasurer in attendance via Zoom.us and 7 community members attending via Zoom.us.
4. **Open Meeting Verification:** Mr Christensen noted that he had posted the meeting agenda at three locations in town on Saturday, July 11, 2020 before 6:30 pm.
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.** Brittany Schelk candidate for Vilas County Register of Deeds introduced herself. Marion Janssen commented on Independence Day gathering signs still on trees. Who is responsible for removing them? See one that is up, remove it. Will get in touch with Kalisa regarding the remaining signs. Tim Clark commented on his opinion and those of others that have come forward to him, of town employees and town equipment being used to move picnic tables, is this done for other events? Town fire trucks being at Independence Day gathering when the board voted not to have a parade. How does that reflect the town board?
6. **Discussion /Action Items:**
 - a. **Marion Janssen's re-appointment to the Housing Authority Board, term expiring 09/01/2020.** Marion agreed to another term. Motion by Christensen to reappoint Marion Janssen to an additional term to the Housing Authority Board starting September 2020; second Clark. Discussion none. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.
 - b. **Prepare for the transfer of duties from Business Connection effective September 2020.** Email exchange with Lois Ruediger and her intent is to turn the town facility management over by the end of September 2020, giving Lois a month to provide assistance prior to leaving to Alabama. Who will handle the management now? Phone service affected as well? Tim Clark and June Vogel will meet with Lois to go over what is all involved – fact finding mission.
 - c. **Consider modifications of Room 5 to improve safety and security of the Clerk's Office.** Discussion for safety/security; rearranging room, camera, sliding window, mail boxes. Minor changes/reasonable, not tearing down walls. Amanda Stiemke brought up renting space from Business Connection for clerk/treasurer. Motion by Clark that we buy a 2-camera security system and a mail box unit for convenience of pickup/drop off; second by Cooper. Discussion: Use community development funds. Town crew to move network lines. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.
 - d. **Review the procedures for applying for COVID-19 Town grant money.** Timeline to recover \$33,000 for the town. Marion has looked at this. Use these funds for Zoom room. Will be getting an estimate in the next week for equipment. Go back to when Covid started for invoices for reimbursement for town, golf course, fire department, public works.
 - e. **Consider appropriate refund for cemetery lot deed buy back.** Couple purchased lots in 2005 and want town to buy back and had deed recorded. Atty Garbowicz prepared deed for sellers to sign to return to town. Template cost \$200.00, town to absorb. Motion by Clark to buy back deeds of \$250.00 each less the \$30.00 for transfer fee for \$470.00; second by Cooper. Discussion none. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.

- f. **Evaluate the need for the Budgets & Financial Statements page of the Town's website.** Mr Martens submitted monthly statements and they were put on the website. Is there value to this to continue? Put yearly budget on website. Leave as is until new format with changes from audit is completed and uploaded to website.
- g. **Approval of MSA Professional Services for Phase 2 of the Found Lake Road Project.** Phase 2 is Dean Road to Found Lake Road, estimated of \$29,600.00. Motion by Cooper for \$29,600.00 to continue on services from MSA Professional Services Professional engineering to continue on services from Dean Road to Four Corner Lane from fall borrowing loan in September; second Swenson. Discussion none. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.
- h. **Consider reconstruction of Peterson Road.** Sharon Vonacek presented a petition that was sent and shared with the board in November 2019. Road is too narrow, removal of some trees, driveways re-worked. Road is in bad shape and does need to have repair work done to it, needs to be re-engineered. Residents wanting 920' to be paved due to ruts and wash outs. David Bilke commented on safety issues of road and how the rain dumps sand on his driveway. Ritter asked residents if they were okay with road being widened and trees cut down. Residence garage in right away. Road has been plowed since the 1970s. Motion by Ritter to authorize the chairman to contact MSA engineering for the engineering of Peterson Road from Hwy G to state land (approximately 900'); second Cooper. Discussion: Residents okay with trees coming down. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.
- i. **Review and approve plans for the construction of the BoBoen Groomer Barn.** Plans resemble section that is standing without a bathroom; same style, same construction, same width, same height, roof lines the same, walls lined up with flooring extended. Money has been received from insurance company. Motion by Clark to approve the proposed plans for the Bo-Boen Groomer Barn; second Cooper. Discussion: The funds will be distributed in same manner as before. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.
- j. **Review and approve Community Center well repair.** When putting in irrigation system found that the well pump does not supply enough water. Randy Radtke can install $\frac{3}{4}$ horse 18 gal minute pump for \$1535.00. This was tested by Randy Radtke. Plumbing connection is not the problem. Discussion on water demand and will the new well accommodate that. Adjust times of watering with events. Motion by Clark that we approve estimate by Randy Radtke for replacement of well pump for \$1535.00 paid by Community Development; second Ritter. Discussion: The well pump that was there was a 5 gal minute pump. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.
- k. **Review tree trimming and removal around the Veterans Memorial.** Lumber Jack and Woodland Tree Service came in with same bid of \$6000.00. Lumber Jack would remove some roots. Lumber Jack bid without birch tree and Woodland bid with birch tree. Discussion on removing 2 more trees. Neither one gave completion date, Lumber Jack would use as a fill taking a tree down here and there as they have time. Motion by Cooper to approach Lumber Jack and Woodland Tree Service for more specific bids as discussed; second Swenson. Discussion: Take all trees down vs those in original proposal. Have bids in 2 options; with and without the 2 extra trees. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.
- l. **Volunteer usage of Town equipment such as lawn mowers and the John Deere Gator.** Individuals, not employees, using town equipment. Town has liability coverage. Town does not have coverage for workman's comp a volunteer is not employee of the town. Would need to pay volunteer as a town employee for insurance coverage. Could a waiver be signed for town not to be responsible for volunteer using equipment? Would have to ask Atty Garbowicz. Need to make the volunteer an employee of town to cover under workman's comp with contract for sole use. When there is a work day by committee, is it a town function on town property and does it put the town at risk? Get opinions on work groups; insurance and legal.
- m. **Approval of alcohol related licenses.** Motion by Swenson to approve liquor license for Blink Bonnie after appropriate publication and operator's licenses as presented; second Cooper.

Discussion none. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.

- n. **Approval of past meeting minutes.** Motion by Cooper to accept meeting minutes of June 30, 2020 as accepted; second Swenson. Discussion none. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes.
- o. **Treasurer's Report. Bank Account Balances: Balance General Account as of 06/30/2020:** \$6,139.33; Room Tax Account \$25,665.17; Lakes Committee Account \$10,357.87; Skateboard Park Fund \$2,849.50; Bike & Hike Trail \$42,492.92; mBank Money Market \$77,573.45; Playground Equipment Fund \$1,502.47; Public Works Equipment Fund \$60,080.42; Fire Department Restricted Account \$37,125.61; Fireworks Donation Account \$1,687.55; Hometown Bank Ambulance Acct \$7,424.17; Fern Ridge Trail Savings \$5,873.33; Road Work Savings \$662,793.65; Cemetery Savings Account \$77,842.19 Community Development Account \$105,521.39; Golf Course General Account \$148,962.92; St. Germain Ambulance Fund \$100.07; Awassa Trail Fund Savings \$8,185.65; Fire Dept. Donation Account \$788.13.
- p. **Payment of Bills** Motion by Cooper by to pay bills with exception of check #16578 to Coopers Dam Lake Auto and Cycle and check #27079 to Ted Ritter for reimbursement; second Swenson. Discussion none. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes. Motion by Clark to pay check #16578 and #27079; second Swenson. Discussion none. By roll call vote: Clark – yes, Swenson – yes; Cooper – abstain; Christensen – yes; Ritter – abstain.
- q. **Closed Session – Adjourn to closed session in accordance with Section 19.85 (1) (c) (g) of the Wisconsin Statutes to discuss employment contracts for the Golf Course Professional and Superintendent; Small Claims court case filed by Pat Falkenstern against the Town.**
 - (c) **Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**
 - (g) **Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.** Motion by Christensen to move to closed session; second Cooper. Discussion none. By roll call vote: Clark – yes, Swenson – yes; Cooper – yes; Christensen – yes; Ritter – yes. Adjourned 9:41
- r. **Reconvene to Open Session – Reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session.** Motion to reconvene to open session; second Cooper. By voice vote all in favor. Reconvene at 10:26 pm

Motion by Christensen not to accept the terms as presented for settlement by Pat Falkenstern and the town agrees to stay off of her property; second cooper. Discussion none. By voice vote all in favor.

Motion by Christensen to approve salary wage effective January 1, 2020 for Margo Rogers-Anderson and Aaron Becker as presented; second Clark. Discussion none. By voice vote all in favor.

- 7. **Report of the Standing Committees - Not discussed**
 - a. **Independence Day Celebration Committee**
 - b. **Lakes Committee**
 - c. **Non-Motorized Recreational Trails Committee**
 - d. **Parks and Recreation Committee**
 - e. **Zoning Committee**
 - f. **Sexually Oriented Business Committee**
- 8. **Reports from Lake Districts and Other Organizations - Not discussed**
- 9. **Next Regular Town Board Meeting Date – Monday, August 10, 2020, 6:30 PM, Community Center Room #4, Zoom meeting.**

10. **Adjourn:** Mr Christensen adjourned the meeting at 10:30 pm

		<hr/>
		Town Clerk
<hr/>	<hr/>	<hr/>
Chairman	Supervisor	Supervisor
 <hr/>	 <hr/>	
Supervisor	Supervisor	