

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

MINUTES SPECIAL TOWN BOARD MEETING: August 20, 2020 at 6:30 pm

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:31 pm
- 2 **Pledge of Allegiance**
- 3 **Roll Call, Establish a Quorum:** Tom Christensen, Tim Clark, Brian Cooper, Ted Ritter, Jim Swenson along with June Vogel clerk in room 4 of Community Center. There were 6 community members in attendance in room 4. Marion Janssen attended via Zoom.us. There were 4 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 Wednesday, August 19, 2020 before 6:30 pm.
- 5 **Discussion /Action Items:**
 - a. **Approve MSA Contract for the engineering of Peterson Road reconstruction.** MSA reworked the contract for preliminary design of the road, right a way research and topographic survey, preliminary plan in the field with stakes for \$16,000. Next step would be final design for \$17,000 and additional \$17,000 for construction service. Jim Vonasec, resident of Peterson Road, stated all the land owners are on board with Peterson Road being black top from Hwy G to the state land. Per MSA garage and retaining wall could be spared which brought everyone in agreement. Completed project estimate is \$291,096.88. Motion by Ritter to approve the revised MSA contract date August 14, 2020 for Peterson Road; second Swenson. Discussion: Contract includes the \$16,000, \$17,000 and \$17,000. Discussion at last meeting was survey and staking. By roll call vote: Clark – yes, Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes. Insert clause that reads upon completion of the preliminary design the project will stop and come to the town for review and approval for moving forward. Recess: 7:13 pm to 7:19 Phil from MSA engineering on cell phone. Email states all phases but would not move forward until there is town board approval before going to final approval. Motion by Ritter to approve the revised MSA contract presented tonight with preliminary design approved with the understanding that attached to contract in town record is the email exchanged between Phill and Tom with the understanding that the town is not obliged to move forward with full project until the board has approved results of preliminary design; second Cooper. Discussion none. Clark – yes, Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes.
 - b. **Offer by the St. Germain Chamber to take over the phone calls for the Town and scheduling usage of Town facilities presently done by Business Connection.** Agreement for \$250.00 per month for a one-year contract with a 90 day opt out to schedule use of town facilities and answer/direct incoming phone calls. Discussion on phone service. Possibly use cell phone for phone service vs transferring number. Motion by Cooper to accept the Chamber's office for \$250.00 a month and to go ahead with Mr Christensen to contact Atty Garbowitz to prepare a contract for approval; second Swenson. Discussion none. By roll call vote: Clark – yes, Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes.
 - c. **Consider hiring a company to chip up the yard waste at our collection site.** The company from Appleton has not been up to survey and give quote. Jeremy Rappa took a look at it and would charge \$2000 to chip/grind it up. Town crew has never chipped previous to this year and does not have enough time. Could fire department burn that as a project? Chief Gebhardt has looked at the site. Concerns with burning with what is underneath, yes it could be burned. Need to check with DNR for permit. Motion to have the town crew burn it when snow is on the ground; second Swenson. Discussion: Thought process is brush could be separated into two or three burn piles. It could be burned now. Motion has nothing to do with agenda item, motion and second withdrawn. Motion by Swenson to table 5 until future date; second Ritter. Discussion none. By roll call vote: Clark – yes, Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes.

- d. **Consider when to open yard waste facility; should it come to the Board each time or assign the responsibility to Mr. Cooper to set the time to open and close the facility.** Discussion on whether to assign this to a town board member. Will it be open or wait for chipping to be completed. Where would the complaints go to if one board member makes this decision. Not fair for that to go to one person. Motion by Cooper to table 5d until 5c is figured out; second Swenson. Discussion: Satisfy needs of residents to open it up 4 weekends in September and then plan for what needs to be done to get rid of waste. Have proposal brought forward at next meeting when site will be open and what will happen with waste. By roll call vote: Clark – no, Swenson – yes, Cooper – yes, Christensen – no, Ritter – no. Motion fails 2-3. Motion by Cooper to table 5d until we know what to do with 5c; no second. Motion dies. Motion by Christensen that Mr Cooper be assigned the responsibility by the town board to set times to open and close yard waste facility with the understanding that he present a proposal for what we are going to do with the brush before opening up facility; second Ritter. Discussion: Mr Cooper gave proposal in 5c. Decision was made in spring as to what was to be done and it was not done. Options Jeremy Rappa, burning and would give options. By roll call vote: Ritter – yes, Christensen yes, Cooper – abstain, Swenson – yes, Clark – yes.
- e. **Consider sending out a letter to the electors explaining the referendum.** Mr Ritter updated letter which was intended to be sent in spring that did not happen due to reasons (COVID) beyond board's control. Authorizes 1 question to be put on ballot vs 2 questions. Discussion on letter. Motion by Clark to use the list we currently have and add the new registered votes that we can to try and complete the list; second Ritter. Discussion: List used was to capture everyone who is eligible to vote in St Germain. How will letter/stamps be funded? There is room in the budget with some adjustments from areas not utilizing their full budget line. Ritter – yes, Christensen – yes, Cooper – yes, Swenson – yes, Clark – yes. Christensen to speak with Copy Cat and Hahn Printing to see what options are for letter and mail merge vs letter only.
- f. **Consider an updated resolution concerning e-bikes on the bike and hike trail.** Moving forward with state e-bike resolution that they have, how they classify them and gives more uniformity with Vilas trail system. Wisconsin act 24, section 4. Motion by Cooper to adopt resolution SG20-08-2 as presented; second Swenson. Discussion none. Ritter – yes, Christensen – yes, Cooper – yes, Swenson – yes, Clark – yes.
- g. **Update on the fiber optic grant that will pay a portion of the installation of fiber optic internet service to every residence in the Town of St. Germain.** State has released documentation of rules and regulations for grant. The rules and qualifications have changed from no service and poor service to no service. St Germain hasn't been knocked, proceeding with grant process. Choice Tel is on target with having estimate done. September 1 through December 1, 2020 is the grant process. Will see how town of St Germain fares.
- h. **Update on the progress of the Zoom Room installation.** Estimate from Dell for equipment \$17,192.59 for computers and zoom room equipment with a 30 day term, less than original estimate. Sounds like 55" is the right size. Will send purchase order tomorrow to get this started. Potential to add other electrical outlets.
- i. **Consider seeking permission from Town electors to build a four-stall storage facility for the Fire Department.** Reasoning for suggestion is space, not enough storage. Fire department is bulging. Suggestion to build a four-stall garage, four doors, man door and heated. Have not gotten preliminary numbers. Present at April elector meeting or at levy elector meeting if ready for presentation. Discussion to add extra stalls to current building vs a separate garage. Fire Dept willing to take on researching project and getting quotes. Motion by Christensen to make request of fire chief to analyze viability of adding on additional 2 stalls to the north to create more room and also compare to building a separate 4 stall building west of FD; second Cooper. Discussion none. By roll call vote: Clark – yes, Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes.
- j. **Tree removal by the BoBoen Groomer Barn.** There are 3 trees that are close to the building now with rebuild. Public works crew will take the 3 trees down and clean up area, adding patch as needed. Does not include the oak that was discussed last year. Because of proximity, will need an estimate to have done vs public works crew.

- k. **Approval of past meeting minutes.** Motion by Swenson to approve the meeting minutes of 08/13/2020 of Special Town Board meeting as presented; second Cooper. Discussion none. By roll call vote: Clark – yes, Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes.
- l. **Payment of bills.** Motion by Clark to approve bills as presented with additional 2; second Cooper. Discussion none. By roll call vote: Clark – yes, Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes.

6. **Adjourn:** Mr Christensen adjourned the meeting at 9:03 pm

		_____ Town Clerk
_____ Chairman	_____ Supervisor	_____ Supervisor
_____ Supervisor	_____ Supervisor	