

**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: January 27, 2021 at 6:30 pm**

- 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:** Jim Swenson, Brian Cooper, Tom Christensen, Ted Ritter and Tim Clark along with June Vogel clerk in room 4 of Community Center and 3 community members. Marion Janssen Treasurer in attendance via Zoom.us along with 4 community members.
- 4 Open Meeting Verification:** Mr Christensen noted that he had posted the meeting agenda at three locations in town on Tuesday, January 26, 2021 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**
- 6 Discussion /Action Items:**
  - a. Update the Town of St. Germain Comprehensive Plan.** Concentrate on what it says rather than how it says it. Objectives laid out for the town for the next 10 years at the end of each chapter. Discussion by the board had for all 9 chapters. Review has been completed of the draft comprehensive plan. Motion by Ritter that the town board has now completed the review of the draft comprehensive plan and to proceed with the balance of implementation steps; second Cooper. Discussion: Set date for public hearing, hold as there could be changes to make. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.
  - b. Recycle EO Johnson Copiers.** Review of town commercial size copier/printers. Continue with contract invoice for machine at Golf Course and PW office? There are two additional machines that we do not have service contracts with. EO Johnson to charge \$150 each for pick up, de-installation and recycle. Eagle Waste would charge \$30-\$40 but she sounded slightly unsure. Advanced Disposal would be \$100 each. Get a letter from EO Johnson stating they do not want machines back and then we will dispose of them; referencing model and serial number. To replace copy/prINTER for Margo at golf course, Tom or Jim to speak with Margo about this.
  - c. Town Budget Adjustments.** Review of budget with adjustments. Motion by Christensen to change the 2021 Town Budget account number 51421, Clerk Payroll Taxes to \$1,250.00; account number 51521, Treasurer Payroll Taxes to \$920.00; account number 51531, Assessor Contract to \$18,610.00; account number 53301, Highway Employee Payroll Taxes to \$16,300; account number 59901, Property Tax Refunds to \$9,600.00; account number 41114, Tax Overpayments to \$3,050.00; account number 48905, Fire Department Longevity to \$22,000.00; account number 52215, Length of Service Award to \$22,000.00; account number 53333, Public Works Health Insurance to \$36,977.16 and account number 7210 General Account Carryover Balance to \$134,983.61; second Cooper. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.

Additional 2021 budget items: retirement for clerk \$1080.00 and treasurer \$511.83. Allow for survey by MSA for Peterson Road MSA and potential attorney fees \$12000.00 (December 10, 2020 minutes) leaving \$18,076.28 as carryover.

Discussion on carry over budget amount and how to allocate. All street signs with necessary poles/brackets cost is approximately \$10,400 for all town roads. Potential to use funds from Community Development as in the past. Computers: 2 new laptops (clerk and treasurer) and upgrade computers in room 5, using the extra all in 1 computer from Zoom Room as one of the replacements approximately \$6000. If DPW snowplow policy changes to plow if 2" of snow 7 days a week, does OT for weekends get put on the budget, approximately \$4500.00

(basing if off of previous years with 4 additional plows). This will not be added to the budget until this policy is discussed. New chairs in Community Center rooms 4 and 5.

Motion by Christensen to add to 2021 budget WRS Clerk, WRS Treasurer, Peterson Road/legal description, 2 laptops and 1 all in one computer for clerk and treasurer; second Cooper. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.

**d. Community Center Room 5 Reorganization.** Furniture arrangement not a problem. All the totes and cabinets full of records – how should that be dealt with? Spend time to go through totes and cabinets and put back in some type of order. Potential to use Prime Timers room while we do this.

**e. Review and approve draft elector annual meeting resolution to adjust salaries for elected officials.** Discussion had with adjusting salaries of elected officials as presented. If approved prior to when 2022 candidacy nomination paperwork is due (first Tuesday in January 2022) salaries would take effect in 2022 and 2023 of appropriate elected positions. Approve budget with levy increase and compensation increase at levy meeting in November 2021. Motion by Cooper do not approve the draft resolution SGE2021-04-01 to adjust elected officials compensation at this time; second Clark. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.

**f. Approval of past meeting minutes.** Motion by Cooper to approve the Town Board meeting minutes of January 11, 2021; second Swenson. Discussion none. By roll call: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.

**f. Payment of the bills.** Motion by Swenson to pay the bills as presented with the additional bills; second Cooper. Discussion none. By roll call: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.

**6. Adjourn:** Mr Christensen adjourned the meeting at 8:54 pm.

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