

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

MINUTES TOWN BOARD MEETING: February 8, 2021

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:30 pm
2. **Pledge of Allegiance**
3. **Roll Call, Establish a Quorum:** Tim Clark, Ted Ritter, Tom Christensen, Brian Cooper, Jim Swenson and June Vogel town clerk are in Community Center room 4 with 7 community members. Marion Janssen town treasurer in attendance via Zoom.us with 10 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, February 6, 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. **Schedule a Regular Town Board second meeting for the fourth Monday of the month.**
Discussed pros and cons of having a 2nd scheduled meeting of each month with attempt to try and limit time to 2 to 2-1/2 hour meetings. Suggest trying it for a couple of months. Motion by Ritter to schedule a regularly scheduled special town board meeting the 4th Thursday of each month; second Clark. Discussion none. By roll call vote: Swenson – yes, Cooper – no, Christensen – yes, Ritter – yes, Clark – yes.
 - b. **Review Chamber's 4th quarter 2020 report on utilization of room tax revenues.** Room tax report from 2020 was shown with no questions.
 - c. **Review Chambers 2021 projected utilizations of room tax revenues.** Room tax report from 2021 was shown with no questions.
 - d. **Approve voting members of Independence Day Celebration Committee.** Cookie Lough, chair, June Vogel co-chair, Jim Swenson/Ted Ritter town representative (one voting place), Julaine Nampel Chamber representative, Jeff Sauer community representative. Motion by Ritter that the mentioned names be recognized as voting members of Independence Day Committee; second Clark. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.
 - e. **Review Independence Day Celebration responsibilities of Town Board and event coordinators pertaining to insurance, signing contracts and payment of bills.** Ritter met with town insurance agent and reviewed responsibilities of the organizations coordinating events and insurance requirements, summarizing event insurance coverage. Certification of insurance where appropriate per town's insurance agent. Contracted services need to be with town rather than organization, with town signing contact. Bills need to come to the town to be paid with contribution to town from organization to cover expense.
 - f. **Review and approve vendor contracts for Independence Day Celebration events.** None to approve this evening. Can Jim or Ted sign contracts from vendors for Independence Day? Motion by Cooper to allow town board members Jim or Ted to review and approve contracts for Independence Day events on behalf of the town; second Swenson. Discussion: Does not include fireworks. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.
 - g. **Consider changing winter road maintenance policy, including plowing snow on weekends at 2" accumulation.** Community members spoke – Nathan Gebhardt, Mike Musiedlak and Travis Fowler. They claim they are getting a lot of people complaining about the town

snowplowing. Would like to see the town crew go out and plow at 2" rather than 4" on weekends, more regularly and consistently. For those who plow privately they are having to go back and clean up end of driveways after the town comes through. Keep town roads clean. If a storm is coming on weekend, have them plow and take a day off later in the week to compensate for plowing on weekend. Cooper called surrounding towns to see their weekend snowplow protocol, anywhere from 0.5" to 4". Current PW snowplow policy reviewed. Reviewed snow records since 2019. Town cost is approximately \$825.00 for wages on weekend, \$1100.00 for wages on holidays. Approximately \$3300 in wages x 4 events a year. Town plowing happens without sanding as the sand acts as the weight in the trucks. When the 3rd truck arrives, sanding while plowing will happen. If kept at 4" on weekend, is there potential to start earlier on Monday morning to clean off roads before everyone starts heading out. Do we try it for a few months? Need to find in the budget. Should be able to absorb into current budget since plowing/snow is down. Discussion on adjusting hours to offset coming in on the weekend. Suggest trying this for a few winter months. Motion by Cooper for DPW to go out on weekends to plow at 2" of snow until June 30, 2021; second by Clark. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.

- h. Review and approve vendor contracts for Independence Day Celebration.** Duplication
- i. Review final cost of Power-Pro XT Ambulance Cot and account for all sources of funding as referenced in meeting minutes of October 14, 2019, item 10(h).** Marion had sent report to the board on December 20, 2020 of payout of cot. Donations \$4350.00, room tax budget \$25,000.00, Grant \$5,236.11. Cot purchase \$18,146.72, upgrade to different cot \$18,185.00. for total cost of \$36,331.72. Fire Department restricted account paid difference \$1745.61. Initial request was for town to pay 50% cost of cot with a \$25,000 contribution to cot; town share was 69% with \$25,000 contribution.
- j. MSA contract for Peterson Road reconstruction.** Reviewed MSA contract re: easement assessment of Peterson Road. Property owners will have to sign off on the change to their deed. Motion by Christensen to approve the MSA service agreement for Peterson Road highway order discontinuance easement project name; second Swenson. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.
- k. Approve purchasing street signs, posts, and brackets necessary to replace the old white and black street signs. Estimated cost of \$10,400 to come from Community Development.** Town street signs from 2016 came out of community development. Motion by Cooper that we order the street signs, poles and brackets to replace the remaining old signs at a cost of \$10,400 to come from Community Development funds; second Swenson. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.
- l. Consider adding approximately 10 new outlets to power poles and purchasing approximately 10 new Christmas lights.**
- m. Adopt amended policy concerning the use of rooms 4 & 5.**
- n. Determine source of funding for Mountain Bike Trail at Fern Ridge (Room Tax or Community Development)** Already have commitment from town. Total project \$50,390.00; grant money share \$25,185 and town share \$25,185. Town to pay the bills, state to reimburse for allocation of grant funds. Room tax account and community development fund have funds to cover this. Motion by Christensen to move \$25,000.00 from available Community Development funds for Fern Ridge Mountain Bike trails to allocated projects; second Cooper. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.
- o. Consider amending Chapter 29 - Attending Meetings from A Remote Location**
- p. Set meeting Feb 24 or Feb 25 to approve Mountain bike contracts at Fern Ridge.** Addressed in item 6a
- q. Set date for Comprehensive Plan public hearing and adoption.** Motion by Ritter that the town public hearing for the Comprehensive Plan be scheduled for Thursday, March 25, 2021 at 6:00; second Cooper. Discussion: Public hearing cannot be Zoom per current ordinance.

Contact on public notice to read contact Ted Ritter. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.

- r. **Zoom Room Scheduling.**
- s. **Schedule a Regular Town Board second meeting for the fourth Monday of the month.**
Duplication
- t. **2021 Budget review and any necessary changes.**
- u. **Appointment of Fire Chief.** Motion by Christensen to reappoint Tim Gebhardt as fire chief for Town of St Germain; second Cooper. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.
- v. **Fire Chief's Report.** October 26 ambulance calls, 4 fire calls. November 19 ambulance calls, 3 fire calls. December 16 ambulance calls, 2 fire calls. For 2020: 240 ambulance/medical related calls, 49 fire calls. 3 personnel going through EMT school. Fire department had recent cold water/ice rescue training. To have another fire department representative present at monthly town board meeting if Tim is not available to present report. COVID shots have been given to those who wanted it.
- w. **Pending Fiber Optic Project to bring Fiber Optic Internet Service to all Residences and Businesses in Town.**
- x. **Fiber Optic installation to property on the south side of Hwy 70 in Newbold.**
- y. **Approval of past meeting minutes.** Motion by Ritter to approve meeting minutes of January 27, 2021 Special Town Board meeting as presented; second Clark. Discussion none. By roll call vote: Clark – yes, Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes.
- z. **Cemetery Sexton's Report** Nothing to report.
- aa. **Treasurer's Report Balance General Account as of 01/31/2021;** General Fund \$144,341.84; Room Tax Account \$41,171.93; Lakes Committee Account \$6,207.19; Skateboard Park Fund \$2850.33; Bike & Hike Trail \$55,187.27; mBank Money Market \$2,315,671.44; Playground Equipment Fund \$1,502.89; Public Works Equipment Fund \$17.25; Fire Department Restricted Account \$800.73; Fireworks Donation Account \$1,788.23; Hometown Bank Ambulance Acct \$8,786.43; Fern Ridge Trail Savings \$9,191.07; Road Work Savings \$259,432.77; Cemetery Savings Account \$75,136.62; Community Development Account \$78,941.30; Golf Course General Account \$264,337.56; St. Germain Ambulance Fund \$1093.69; Awassa Trail Fund Savings \$2,443.88; Fire Dept Donation Account \$838.34.
- bb. **Payment of Bills** Motion by Christensen to pay bills as presented including additional bills; second by Swenson. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.
- 7. **Department of Public Works – The Board will hear a report from Brian Cooper, the Supervisor assigned to oversee the Public Works Department, that may include current projects, proposed new projects, daily workload, purchasing of equipment, concerns about present equipment and future equipment needs.** Town shop/garages had major clean up and organization this past fall. Eye wash station repaired. Floor drain grates replaced. Combustible cabinets in shop. New truck anticipated deliver mid to late March. Tom Stoltman custom made and installed air foils for plows. Used the fire department engine to make ice rink. Currently renting telehandler from Paul to do lights and flags. Option for trailer-able boom or used truck with a boom is another possibility, no research on cost as of yet. Guys are performing vehicle inspections to avoid major problems/breakdowns. To do list: Announcers booth painting to be finished, split rail fence around veteran's memorial. Upcoming project: Rearranging room 5, putting up new road signs.
- 8. **Report of the Standing Committees**
 - 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

9. Reports from Lake Districts and Other Organizations

Motion by Christensen that we table the balance of agenda, standing committee reports and lake districts and other organizations to February 25, 2021; second Clark. Discussion none. By roll call vote: Swenson – yes, Cooper – no, Christensen – yes, Ritter – yes, Clark – yes.

10. Adjourn: Mr Christensen adjourned the meeting at 9:09 pm

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Chairman	Supervisor	Supervisor
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