

TOWN OF ST. GERMAIN  
OFFICE OF THE CLERK  
P.O. BOX 7  
ST. GERMAIN, WISCONSIN 54558  
[www.townofstgermain.org](http://www.townofstgermain.org)

**MINUTES REGULAR SPECIAL TOWN BOARD MEETING: April 12, 2021**

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:32 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 13 community members. Marion Janssen town treasurer in attendance via Zoom.us with 9 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, April 10, 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.** Marion Janssen let the board know that Bucktails has set up a billboard in St Germain.

Samantha Nampel – Skateboard park needs repair and is dangerous. Parks committee will have update as it is on their agenda.
6. **Discussion /Action Items:**
  - a. **A request from the Wisconsin Department of Transportation for the release of Chapter 236 restriction concerning driveways off Highway 155 for lots that are part of Leisure Estates and border Highway 155.** This is a matter of cleaning up paperwork that should have been fixed a long time ago. Robert Winat WI Department of Transportation brought this forward to the town. Form releases DOT from plat restriction, so the DOT can issue driveway permit. Motion by Ritter that the town chairman be authorized to sign the resolution releasing the WI DOT from the 1972 subdivision plat restriction prohibiting driveways from Hwy 155 into Leisure Estates; second Cooper. Discussion none. By verbal vote: All in favor.
  - b. **Fire Chief's Report** Below average January, busy February, March tapered off again. Three personnel in EMT part of program.
  - c. **Fire Department Pay Scale** The officers received raises, do they all have appropriate certifications. That is being done now, on board with time frame. The classes were offered to anyone on the department.
  - d. **Continuing discussion concerning the request from property owner Bill Radostits for a culvert to be installed under No Fish Bay Road to drain standing water on his property.** Greg Maines was out with an auto level of the area. Elevation discussion of No Fish Bay, Hug Road and Radostits driveway. Bill's driveway of 1620' is the lowest spot. DPW went out twice to look for culverts, none were detected under No Fish Bay Road. North side of No Fish Bay Road is private property and elevation is lower. If a Culvert were installed it would flood nearby private property. Majority of wetland is south of No Fish Bay Road. Bill Radostits went to the DNR. The first 7 years here he did not have any problems, the last 3 years there has been water issues. He has lost trees due to this water problem. Jerry Benson, neighbor, drove the road today and there is water on north side of road and states can see stress in the road which is keeping water from draining properly. Acknowledge period of 7-10 years of drought. Similar problem to Shields Road and Moon Lake (seepage) with water rising. Ground water levels are rising. Radostits asking for culvert, town board has not made decision that this is the correct path to take using tax payers money. Greg's recommended the driveway should have been raised when the house was built. To get an engineer's perspective for resolution, this would have to be paid from from tax payers to assess private piece of property and private roadway. This is out of scope of responsibility of town. Discussion by Ken Koldoff, stating agreement with Radostits of need for culvert, easement road. The mosquitos are

getting worse. Fill was brought in for foundation base of Radostits house build. Motion by Cooper that we take no action on flooding at easement road by Bill Radostits property; second Clark. Discussion none. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Clark – yes.

- e. **Consider adoption of a resolution pertaining to ownership, insuring and seasonal storage of a Found Lake I-LIDS camera.** Found Lake received grant for I-LIDS camera. This needs to be insured and stored in the winter time. Resolution SG 21-04-01 acknowledges that the camera is owned by the town, insured by the town and stored by the town. All other costs are responsibility of Found Lake Property Owners Association. Motion by Ritter that Resolution be SG 21-04-01 be adopted; second Cooper. By voice vote: all in favor.
- f. **Consider requesting permission from the Electors for expanding the cart storage facility at the Golf Course.** Proposal from MSA for additional facility plus pavilion type roof between the 2 buildings; including bathroom, laundry, heated floors. Cost estimate of \$355,000. Motion by Christenson to move this question forward to electors at annual electors meeting on April 20, 2021; second Clark. Discussion none. By voice vote: all in favor.
- g. **Update on the greens reconstruction project from last fall and explanation of the 2021 Irrigation Pump House upgrades.** Some trees have been removed as part of greens project. Construction company came in to lift grass off, fix elevation and put grass back on. Will start to replant area with different growing trees, that do not block sun and bring back privacy between greens. Updated irrigation equipment, replaced with material that does not corrode. Over the years pumps replaced, controls replaced, suction pipes replaced. This is expenditure of golf course.
- h. **Consider any items the Board would like to bring forward to the Electors at the Annual Town Meeting.** Item f, expansion of cart facility at golf course, funds coming from golf course proceeds. Discussion on agenda items for electors meeting.
- i. **First review of Chapter 5 – Land Division & Condominium Platting, Code of Ordinances. \*** Discussion of ordinance, redrafting to make part of code of ordinances. Phil Krissel stating road specifications are usually part of subdivision ordinance. Town of St Germain had subdivision ordinance since 1997 which references specs. It does not state if specs have to be in ordinance. Specifications to be a stand-alone document. Phil feels specification could be stronger, updating asphalt content. Could MSA draft a standard to consider for adoption? Yes, will present amounts to Tom Christensen as to what this could cost. Motion by Ritter that Chapter 5 Land Division & Condominium Platting, Code of Ordinances be approved for adoption subject to public review and comment; second Swenson. Discussion none. By voice vote; all in favor.
- j. **Consider going out for bids to reseal the Community Center, Fire Department and New Pavilion parking areas, including painting handicap areas and non-handicap parking lines. \*** Lots of pavement to be preserved. Is this the right thing to do with undertaking of the fiberoptic project? Community Center parking lot also needs repair. Do we want to go out for bids? Break project up? Motion by Clark to not go looking for bids at this time; second Ritter. Discussion none. By voice vote: voice vote 4-1 margin in favor.
- k. **Consider updating Rooms 1-6, the hallway and restroom lights to LED fixtures in the Community Center. \*** 67 total lights including 13 surface mounts; total \$5366.00. Payback figured at 8 hours a day, not going to get anything back. Tim has a chart which recommends best usage of light bulbs for types of rooms. Discussion of needing overall plan of updating community center. Motion by Cooper that nothing be done with lighting in Community Center; second Ritter. Discussion none. By voice vote; all in favor.
- l. **Consider going out for bids to refinish the underside of the roof in the new pavilion. \*** Needs to be soda blasted and restained. Roof has been repaired. Gable ends need to be sealed so they last. Motion by Clark to get bids to refinish the underside and gable ends of the new pavilion; second Cooper. Discussion: Agrees this is maintenance, would like to see a list of what needs to be addressed and put priority on a list. By voice vote; voice vote 4-1 margin in favor.

- m. **Approve changing alcohol and bartender license fees under Chapter 14 - Alcohol Control, Code of Ordinances.** \* Currently fees are low compared to surrounding communities. The fees charged should cover the needed expense. Recommendation by clerk to change publication fee from \$3.00 to \$5.00, background check from \$7.00 to \$10.00, increase cig/tobacco license from \$10.00 to \$25.00, increase "Class A" and "Class B" from \$150.00 to \$250.00 and requests needing publication received after June 1 to be charged a \$50.00 late fee. Motion by Clark to change the fees of alcohol licensing fees to that of the clerk's recommendation; second Cooper. Discussion none. By voice vote; all in favor. Motion by Ritter that the effectiveness of this change coincide with an update to the chapter 14 ordinance; second Cooper. Discussion none. By voice vote: all in favor.
- n. **Appoint a replacement for Kalisa Nampel-Mortag on the Zoning Committee.** Allowing chairman to make appointment tonight so committee can continue to meet. Motion by Christensen to appoint Jimmy Vogel as 5<sup>th</sup> member; second Cooper. Discussion Jimmy Vogel was asked prior. This will create a vacancy on board of appeals. By voice vote; all in favor.
- o. **Consider paying Marion Janssen for continued training of our new Treasurer, Jeanna Vogel after Marion's term as Treasurer ends.** Tom spoke with Jeanna about this. Suggested to table and take recommendation from Jeanna on Thursday, March 22 after working more with Marion until the end of her term. Motion by Christensen to table until March 22 meeting; second Swenson. Discussion none. By voice vote; all in favor.
- p. **Adopt the Public Works Employee Handbook.** Changes per attorney have been updated. Need to get a superintendent job description done and performance appraisal. Motion by Cooper to adopt DPW Town of St Germain employee handbook as reviewed; second Ritter. Discussion none. By voice vote; all in favor.
- q. **Consider allowing overnight camping in the Town Park on the night of June 26-27 to enable a fur trader reenactment event to be in place for the Independence Day Celebration on June 27.** Asking to set up overnight and be ready to go in the morning. Provision that prohibits without board approve. Motion by Ritter that town approve the Independence Day celebration fur trader reenactment to stay in the park of June 26 and morning of June 27; second Clark. Discussion: Chapter 15 will be shared. By voice vote; all in favor.
- r. **Decide course of action concerning the refusal of John Williams to comply with the Room Tax Ordinance.**
- s. **Consider requiring the Chamber to provide a monthly report to the Town Board accounting for facilities rental activity and income.**
- t. **Approval of bartender operator's license.** Motion by Cooper to approve operators license as presented; second Clark. Discussion none. By voice vote; all in favor.
- u. **Pending Fiber Optic Project to bring Fiber Optic Internet Service to all Residences and Businesses in Town.** There is up to 360-380 signed up. ChoiceTel will start at center of town with business district and then move to south side of town and move north. Letter going out this week to property owners. ChoiceTel will contribute \$1800 to the cost of the letter, total amount is estimate of \$2400.
- v. **2021 Town Budget review and necessary changes.**
- w. **2021 Golf Course Budget review and necessary changes.**
- x. **Approval of past meeting minutes.** Motion by Swenson to approve minutes from March 26, 6:00 special town board meeting comprehensive plan and March 26, 6:30 meeting town board meeting as presented; second Cooper. By voice vote; all in favor.
- y. **Cemetery Sexton's Report** Balance of \$74,915.89 as of March 31, 2021. Have sold 3 full size plots. Burial on April 10, rented smaller equipment to close grave, due to softness of ground. Cremation burial on April 18. DPW has begun clean up and the cemetery looks nice.
- z. **Treasurer's Report** General Fund \$31,179.66; Room Tax Account \$29,344.84; Lakes Committee Account \$3507.31; Skateboard Park Fund \$2850.39; Bike & Hike Trail \$55,438.32;

mBank Money Market \$303,763.40; Playground Equipment Fund \$1502.91; Public Works Equipment Fund \$17.25; Fire Department Restricted Account \$5800.78; Fireworks Donation Account \$1788.27; Hometown Bank Ambulance Acct \$11,090.53; Fern Ridge Trail Savings \$12,645.58; Road Work Savings \$247,477.54; Cemetery Savings Account \$74,915.89; Community Development Account \$71,408.40; Golf Course General Account \$187,818.28; St. Germain Ambulance Fund \$1064.50; Awassa Trail Fund Savings \$3258.44; Fire Dept Donation Account \$838.36.

**aa. Payment of Bills** Motion by Swenson to pay bills as presented; second Cooper. Discussion none. By voice vote; all in favor.

**bb. Update of spring road limits.** County road limits coming off on 04/19/2021. Town of St Germain will come off, latest is 04/26/2021. Discussion on process. Typically St Germain stays on for an additional week following the county. DPW superintendent makes this decision.

**cc. Update on the yard waste facility hours.** Yard Waste will open on 04/23/2021 at 8:00 am, 24/7 through 06/06/2021 at 8:00 pm. If there is a problem gates will be locked at 5:30 pm and opened again in the morning around 7:00 am. Continuing issues will reduce open hours. Additional hours in summer if storms present.

**dd. Update on the enforcement of the speed limits in the town.** Phil reviewed this, indicating speed studies and then potentially geometric studies of roads to bring road down to a specific speed limit. If studies shows that speed limit is not warranted, then have to figure out how to deal with it. Could open up a can of worms that may not end up in working out with anyone's favor, allowing enforcement of speed limit that is fairly low. Phil does not think town will get what we are looking for. Potentially that speed limits posted in town at 25 mph could be raised to 35 mph and possibly more after speed study completed. Speed studies are \$2500.00 a road, all 5 roads could be done for about \$8000.00. Results run chance of increasing speed limits. Motion by Ritter that we not take any action on this agenda item; second Cooper. Discussion none. By voice vote; all in favor.

**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.** WPS only authorized 3 poles for lights. Split rail fence is done, still have stone to put down. Plunkett's Pest Control came to Community Center on 04/09/. Signs up at yard waste facility. Truck made it back from repairs; lights not working, valve for air bag. Monroe picking up truck to fix air foil, welding spatter, steps and mirrors. All DPW employees have CDL.

**8. Report of the Standing Committees**

- a. Independence Day Celebration Committee** Ted has been updating website of events planned for the day. Individuals going out for sponsorships. Next meeting 4/15 for a visual. Budget has not been presented yet.
- b. Lakes Committee** Frustrated with lack of participation with what is trying to be done at lakes level. Those serving on committee members received letter, please support lakes committee.
- c. Non-Motorized Recreational Trails Committee** Stop signs uncovered on bike trail. Once rain stops will blow debris off. Next meeting 04/13. Fern Ridge - developer has gone out and flagged trails via GPS and how he will be laying them out. Awassa – one trail still a little wet.
- d. Parks and Recreation Committee** Handed out improvements/maintenance that needs to be done. Getting prices for materials on skate board ramps with volunteers lined up to repair. Painting on announcer's booth and dug outs, on DPW list. Old pavilion – remove part of roof and use as BB court (half court). Fence looks nice. Tim has not decided if he will stay on the committee.
- e. Zoning Committee** Topic struggling with now is the shipping containers. Will bring recommendation to town board in the future.
- f. Sexually Oriented Business Committee** Committee is still meeting and getting close to making recommendation on sign ordinance, still being worked on.

**9. Reports from Lake Districts and Other Organizations** Upcoming lakes meetings - Little Saint 4/13, Moon Alma 4/17, Big Saint 4/14 and will be appointing a new secretary. ATV Club - Chamber contacted ATV to put signs up that say downtown SG with arrows, provide posts, nuts and bolts. Penny to take to chamber board for payment of signs on 4/14. Plan to have these up before trails open. River Trail Commission – Trail goes through town of Lincoln, considering adding town of Lincoln on to commission

at 4/14 meeting and bring back to towns for approval. Fire department roof repair to be scheduled when weather gets warmer. County board update on ATV/UTV open county roads year round.

Motion by Christensen to table 6r, s, v, w to 4/22 meeting; second Swenson. Discussion none. By voice vote; all in favor

**10. Adjourn:** Mr Christensen adjourned the meeting at 9:07 pm

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Chairman	Supervisor	Supervisor
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