

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

MINUTES REGULAR SPECIAL TOWN BOARD MEETING: April 22, 2021

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, Kalisa Mortag along with Jeanna Vogel town treasurer and June Vogel town clerk are in Community Center room 4 with 13 community members. 7 community members attending via Zoom.us. New elected members were welcomed.
4. **Open Meeting Verification:** Mr Christensen noted that he had posted the meeting agenda at three locations in town on Wednesday, April 21, 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.** June Vogel - Read thank you note from Karen Martens.

Jim Swenson – Reminded everyone of the Fire Department Fish Fry on Sunday from 3:00-8:00, take out or eat in.

6. **Discussion /Action Items:**

- a. **Decide course of action concerning the refusal of John Williams to comply with the Room Tax Ordinance.** * Mr Williams has been renting a private home on Big Saint. He refuses to collect and pay room tax. We have done everything to convince him that he is not immune from the room tax law. This was referred to Attorney Garbowicz, who was starting small claims action last fall. There have been a series of events that have prevented Garbowicz to stay on top of this issue. On March 26, Garbowicz wrote the town a letter stating that he has developed health issues and he is practicing on his own; he cannot commit himself to litigation that may last a year or more. His recommendation was that we contact Greg Harrold and/or John Houlihan. Garbowicz will continue to represent the town. Recommendation to send history to both and ask them how they would approach this and come back with responses. Board discussion. Motion by Ritter that John William's room tax issue be referred to Harrold and Houlihan for their review and recommendation on how or if to proceed; second Cooper. Discussion: Does this need a price tag, motion stands. By voice vote; all in favor.
- b. **Consider requiring the Chamber to provide a monthly report to the Town Board accounting for facilities rental activity and income.** * Chamber provides service of facility rentals now that Lois has retired. Accountability for what is used and what is charged, reported to the town. Contract with the Chamber is not complete at this time. Discussion to be had with the Chamber regarding this. Kalisa will work with Penny on monthly report and contract.
- c. **2021 Town Budget review and necessary changes.** * Discussion on budget. Motion by Christensen to adjust the budget for account 48905 from \$21,000 down to \$19,094.82, adjust 52215 from \$21,000 down to \$19,094.81, adjust account 52209 length of service award town up to actual \$15,740, move budget amount from 52587 on call ambulance \$20,000 to line item 52592 on call pay \$87,800 budgeted; second Cooper. Discussion none. By voice vote; all in favor.
- d. **2021 Golf Course Budget review and necessary changes.** * Discussion on budget. Motion by Christensen to add an unencumbered account so the budget can zero out and change budget account on line 6152 from \$9,100.00 to \$10,335.00; second Swenson. Discussion none. By voice vote; all in favor.

- e. **Continuing discussion concerning the North/South corridor from Holiday Drive to Parkway Road.** Jim and Tom went out and perused the area, 15 trees between Holiday and John Vojta's property that are along the present snowmobile trail that need to come down in order to gain more room so the walking path and ATV/snowmobile trail are further apart. Grant is due May 1, 2021. Ted would be willing to look at the grant application tomorrow and get feedback back to Jack and Gary.
- f. **Adopt Federal Recreational Trails Program Grant Resolution.** Motion by Ritter that resolution SG2021-04-02 federal recreational trails program grant application be adopted as submitted; second Cooper. Discussion: Resolution numbers from annual meeting had an E in front of them. By voice vote; all in favor.
- g. **Approve MSA contract to develop a minimum Town road standard and any necessary changes to our ordinances effected by the minimum road standard.** Update contract without Found Lake Road and dates need to be reviewed. Discussion on pros and cons of MSA contract. This would allow for road specs to be followed, which is needed to enforce ordinance. Phil did not like drawing of what was used for Awassa Lane and Eagle Watch. Motion by Cooper that the MSA agreement to develop town of St Germain road specs be approved for the cost of \$2650, coming out of unencumbered funds; second Ritter. Discussion: Clean up contract by removing Found Lake and verifying dates. By voice vote; all in favor.
- h. **Review the Independence Day Celebration budget.** Nothing in current room tax budget earmarked for Independence Day Celebration. Motion by Cooper that we set aside \$5000 for Independence Day celebration from room tax budget; second Mortag. Discussion none. By voice vote; all in favor.
- i. **Request for a portable toilet at the Fern Ridge parking lot.** Add a portable toilet at Fern Ridge parking lot for users. Currently the town owns one on South Bay road and one at Vandervort park. Rent vs owning first year to see if warranted. For cost effectiveness, look at purchasing one vs renting. Motion by Cooper to table until we have more info on purchasing a porta potty; second Swenson. Discussion none. By voice vote; all in favor.
- j. **Request for a bench to be placed in the Cemetery.** Request for a bench to be put in the cemetery on the south side, in the wooded area. Ordinance does not address ornaments/benches outside of the plot. If allowed, is there a style that has to be followed? Discussion by board. Motion by Christensen to deny the request to place a bench in the cemetery; second Swenson. Discussion none. By voice vote; all in favor.
- k. **Verify the Town Clerk's authority to issue tobacco licenses.** Question was raised if the town needs an ordinance to issue tobacco license. This is governed by state statute 134.65 and ordinance is not needed.
- l. **Approve MSA Contract for the design phase of the Golf Course cart barn addition.** Design phase, bidding phase, construction phase. Ryan Septic and Soil has offered to donate time, town just has to pay for the materials. Electors approved building. Motion by Cooper that we go forward with the MSA contract of design phase for St Germain Golf Course Golf Cart shed expansion proposal of \$44,000, paid by golf course budget; second Swenson. Discussion: MSA has been paid for what has been currently done. This will include state approved plans. By voice vote; all in favor.
- m. **Acknowledge the plaque from the National Recreational Trail.** Jim read a letter from the secretary of US Department of the Interior that the 52 miles of paved bike trail system in St Germain has been designated National Recreation Trail. Signs will be put up at mile markers and kiosks indicating this.
- n. **Authorize the Treasurer to proceed with the Fiber Optic project loan.** Loan rates from Peoples and mBank compared for fiberoptic project. Motion by Tom Christensen that the town proceed with mBank proposal for the fiberoptic project loan; second Cooper. Discussion: Project loan draws discussed. mBank is being bought out by Nicolet Bank, should not affect loan. By voice vote; all in favor.

- o. **Adopt revised policy for Rooms 4 & 5.** Motion by Ritter that the revised public use of community center rooms 4 and 5 be adopted; second Christensen. Discussion none. By voice vote; all in favor.
- p. **Report concerning the Town survey of frost depths along Town Roads.** DPW went to 22-25 locations throughout town and bore down 2 feet off the shoulder. Cooper explained that frost was found. DPW to make frost tubes vs buying them for next year and start monitoring our own frost lines around town.
- q. **Annual Review of standing committees per 29.07(e).** Motion by Christensen members for Independence Day Committee - Cookie Lough Chairman, June Vogel Co-Chair, Jim Swenson primary town board representative, Ted Ritter secondary town board representative Chamber of Commerce representative Julaine Nampel and community member Jeff Sauer; second Cooper. Discussion none. By voice vote; all in favor. Motion by Christensen members for Nomotorized Trails Committee - Anne Small Chairman, town board representative Jim Swenson, committee members Bob Shell, Jimmy Vogel, Penny McCormick and Lynn Uphagrove; second Cooper. Discussion none. By voice vote; all in favor. Motion by Christensen members for Park & Recs Committee - Tim Clark chairman, town board representative Kalisa Mortag, committee members Karen Anderson, Lynn Carlson and Heather Koziatek; second Ritter. Discussion: Want to see agendas and meeting minutes more timely. By voice vote; 4-1. Motion by Christensen members for Sexually Oriented Business Ted Ritter Chairman, committee members Jim Swenson, Sally Reuling, Josh Reese, Kelly McGill and Leslie Hiller; second Ritter. Discussion: Committee of limited duration, not far from completing objective. By voice vote; all in favor. Motion by Christensen Zoning committee that John Strom be appointed to another 3-year term; second Cooper. Discussion none. By voice vote; all in favor.
- r. **Consider the Town’s authority in controlling events occurring concurrent to the Town’s Independence Day Celebration that are not approved by the Town’s celebration planning committee.** Lions Club has historically done a 50/50 raffle in the park. They use proceeds to cover inflatables. Another organization wants to do a 50/50 raffle; if this raffle cuts into Lions profits and they cannot cover inflatables, they will never sponsor an event again. Tom to speak with organization board members, making them aware that this could have consequences.
- s. **Consider changing the monthly Fire Chief report to quarterly.** Discussion by board to change reporting to quarterly or leave it as monthly. Consensus was not to change the current monthly reporting by the fire chief.
- t. **Approval of past meeting minutes.** Motion by Cooper to accept the meeting minutes of April 12, 2021 as presented; second Mortag. Discussion none. By voice vote; all in favor.
- u. **Payment of Bills** Motion by Swenson to pay the bills as presented; second Cooper. Discussion none. By voice vote; all in favor.

7. **Adjourn:** Mr Christensen adjourned the meeting at 9:13 pm

* Denotes carryover agenda item from a previous agenda

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