

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: May 10, 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 2 community members. 6 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, May 8, 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. **Open Board of Review Convene the board of review.** Motion by Christensen to suspend the Board of Review to October 6, 2021 at 6 pm; second Cooper. Discussion none. By voice vote all in order.
 - b. **Review first quarter Chamber utilization of room tax revenue.** Request to review the room tax program with the Chamber Board. Discussion on carry over, needing to be closer to projected budget. Would like a meeting with town board and chamber board. Looking at town board meeting of May 24 for the Chamber Board to join town board meeting.
 - c. **Ordinance Actions**
 1. **Public comments on Board approved changes to Chapter 5 – Land Division and Chapter 14 – Alcohol Control.** Both approved for adoption at our last meeting subject to public notice and input. No input or comments received.
 2. **Adopt Chapters 5 & 14** Motion by Ritter that changes to Chapter 14 alcohol control and Chapter 5 land division be adopted as presented; second Cooper. Discussion none. By voice vote; all in favor.
 3. **First review of Chapter 6 – Off Premise Signs** The town has not had a sign ordinance in the past. About 10 years ago a draft for off premise sign ordinance was put together but did not come to the board. 6.07 (h) does attempt to address that. Is the town interested in adopting an off-premise sign ordinance and if so, should we attempt to address SOB issue of subject? SOB is encouraging town board to address now. Discussion with town board members as to whether the town should proceed. Tom Christensen discussed history of draft ordinance as he sat on that committee. June 15, 2010 meeting minutes reflecting it went to county board. Tabled until August 10, 2010 meeting. Will have a special meeting on June 23 at 6:30 to review sign ordinance with the board. Motion by Ritter to table item 6.c3 until June 23, 2021 special town board meeting; second Mortag. Discussion none. By voice vote; all in favor.
 - d. **Review/Update Zoning Board of Appeals members ad term expiration dates.** Motion by Christensen to reappoint Nancy Miller to Zoning Board of Appeals effective 9/2019 to another term, appoint Kelly Ryan to Zoning Board of Appeals effective 9/2020 to another term and appoint Ed Siergiej to Zoning Board of Appeals to finish out the term of Jimmy Vogel that expires in 9/2022; second Cooper. Discussion none. By voice vote; all in favor.
 - e. **Approve a warning letter regarding a willful violation of the Town Seasonal Road Weight Limit Ordinance.** Community member saw big truck go into lot 8 in Eagle Watch where there is building going on. Brian was not available so Jim went and checked it out. He observed a large excavator on a low boy with semi pulling it. Jim spoke with one of the property owners, indicating concerns with road limits. Driver stated he saw the road limit sign and continued down road. This was 2 days prior to limits being pulled. Driver left without unloading excavator. What actions take place now? Violation leads to warning letter, letting them know next time there will be a fine. Motion by Cooper that warning letter be sent to Dairyland Construction; second Mortag. Discussion: Why not give a fine now, driver acknowledged wrong doing; set the precedence. Policy states we will issue a warning letter, then follow with a fine. Cooper rescinded motion, Mortag did not; motion still on the table. By voice vote; Swenson no, Cooper no, Christensen no, Ritter yes, Mortag yes. Motion fails, will not be sending warning to Dairyland Construction.

- f. **Approve purchase of matching Town owned benches to be used at the cemetery.** Discussion on need for benches at cemetery, not memorialized. Three different benches were shown. Possibility town could get free ones from recycle program, green one is around \$329, made out of recycled material. Bike and Hike bench, would eventually need maintenance, from AquaLand close to \$600.00. Bench similar to what is out at Golf Course, \$700.00. Cemetery currently has 5 benches. Motion by Cooper that we purchase 2 of the green Trex benches coming from the unencumbered funds working with Sexton for placement; second Swenson. Discussion none. By voice vote; 4-1.
- g. **Consider St Germain Chamber's request to close Parkway Drive for a street dance.** Chamber looking to bring back street dance, Saturday September 4 from 6-11 pm, by Thunderbird Pass. Joe Minaudo from Thunderbird and Bob from Pub and Prime are both for it. Discussion on barricade, parking, bike path, safety. Motion by Tom Christensen that the town board authorizes closing of road for street dance on September 4; second Mortag. Discussion: Hours road to be closed 5-11. By voice vote; all in favor.
- h. **Consider attorney responses concerning the room tax dispute with John Williams.** Sent a letter to Attorneys Houlihan and Harrold. Harrold has not responded. Houlihan recommending board pursue this, hourly rate \$250.00. Correspondence received from Williams who acknowledging room taxes in 2019 were not paid, they should be paid and who does he pay them to. Williams took his own bookings from Facebook. Who collected room tax and did it get paid? Motion by Ritter that we respond and attain Houlihan Law firm in the issue of John Williams room tax matter; second Cooper. Discussion: Is there a cap to this issue? Once process is started, see it through to the end. Line item for attorney fees, account 51300, currently has \$21,505.00 in it. By voice vote; all in favor.
- i. **Approve Lakes Committee request to place the CBCW Trailer on Town property in front of Hearthside Inn through mid-October.** Motion by Cooper to approve placement of CBCW trailer as requested; second Swenson. Discussion: Continue to follow procedure by asking town. By voice vote; all in favor.
- j. **Reappoint the Animal Control Officer.** Motion by Christensen to reappoint Don Bauman as animal control officer for another term; second Swenson. Discussion none. By voice vote; all in favor.
- k. **Approve Alcohol related licenses.** Motion by Cooper to approve 3 bartender and 3 picnic licenses as presented; second Swenson. Discussion none. By voice vote; all in favor.
- l. **Consider the redesign of the Town website and costs.** Kalisa asking for an easier version of utilizing the town website. She will look and see what is out there and how we can change the town's website. Content needs to stay the same.
- m. **Set Board of Review date (October 6, 2021 6:00 pm)** See 6.a
- n. **Purchase a portable toilet for Fern Ridge Parking Lot.** Three quotes were obtained. Cost with shipping is \$863.33 from online vendor Webstaurant. Motion by Swenson to purchase portable restroom for Fern Ridge for \$863.33 from Webstaurant with funds coming from unencumbered funds; second Cooper. Discussion none. By voice vote; all in favor.
- o. **Review River Trail Commission agreement to add Town of Lincoln to the commission.**
- p. **St. Germain Evangelical Free Church – Service project ideas in town.**
- q. **Authorize Town Chairman to sign DOT Hwy 70 Detour permit for Independence Day festivities for June 27, 2021.** Motion by Cooper for Tom Christensen to sign DOT Hwy 70 detour permit for Independence Day parade on June 27, 2021; second Swenson. Discussion none. By voice vote; all in favor.
- r. **Update of the contract with the Chamber for management of Town property rentals.**
- s. **Authorize the overnight parking of one RV July 30 & 31 for cooking at the Blues Fest.** This has been done in the past. Motion by Cooper to authorize overnight parking with the knowledge that they be supplied with parks and recs ordinance and abide by those rules; second Ritter. Discussion none. By voice vote; all in favor.
- t. **Update on tree replanting at the Golf Course.** Golf Course will be adding trees that will add color, provide light to come through. Make sure not on DNR NR40 prohibited invasive plants.
- u. **Payment of the Bills** Motion by Swenson to approve the bills as presented; second Cooper. Discussion: None. By voice vote; all in favor.

- v. **Approval of past meeting minutes.** Motion by Mortag to approve the meeting minutes of April 22, 2021 with changes budget account 52217 to 52215 and 52787 to 52587 as presented; second Swenson. Discussion none. By voice vote; all in favor.
- w. **Cemetery Sexton’s Report** Balance as of 04/30/2021 is \$76,871.51. Cemetery has been under the town for a year now. Funds transferred to the town were \$77,589.74. Expenses will be transferred monthly for yard work and burials. For April and May \$921.00 will be transferred out of cemetery account. White signs in front of Cemetery entrance pillars will be removed. Foresee future expenses of getting cemetery surveyed. Will be checking with Greg Maines about surveying and ways to mark corners.
- x. **Treasurer’s Report & what reports does the Board want from the Treasurer each month.** Per WTA, balances of accounts do not need to be presented monthly. Discussion on what reports need to be presented. Create reports for zoning and lakes committee. Comparison to current year and prior year.
- y. **Close Board of Review** See 6.a

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.**

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 to table 6.o,p, r, 7 and all of 8 and 9; second Cooper. Discussion none. By voice vote; all in favor

10. **Adjourn:** Mr Christensen adjourned the meeting at 9:08 pm

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