

**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: June 14, 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:** Kalisa Mortag, Ted Ritter, Tom Christensen, Brian Cooper, Jim Swenson along with Jeanna Vogel town treasurer and June Vogel town clerk are in Community Center room 4 with 6 community members. 2 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, June 12, 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.** Thank you to the St Germain Fire Department from June Vogel. Phil Monday asked if yard waste facility will be open with recent storm. Brian Cooper stated at this time it is open indefinitely and there has been little or no abuse.
- 6. Treasurer's Report** Jeanna is updating reports per feedback from board members and information she has been given. She has added a new report to help track fiberoptic payments. Mr Ritter appreciates the treasurer's willingness and ability to make changes. Road work account has \$445.00 left in account for town shop updates. Brian will see if town shop needs anything. Discussion on community development budget for 2021, specifically pickle ball painting and Walker for landscaping.
- 7. Fire Chief's Report** May 2021 – 22 ambulance calls, 6 fire calls which included 1 boating accident on Big Saint Germain Lake. There is lots of schooling going on. One EMT has completed testing through registry. Two more EMTs to complete testing. Firefighter 1 training going on. Roster getting closer to being full, could use about 4 more younger recruits. There is potential for the crew to utilize boat and have a few guys out in uniform patrolling lakes on weekends.
- 8. Cemetery Sexton's Report** Since last report – 1 burial, 2 grass cuttings, 3 headstones marked, 2 cremation plots sold. Lots of pine cones down, would appreciate DPW blowing the cemetery grounds. A lot of disrespect regarding parking at the cemetery on May 30 with the swap meet going on. New parking signs at front of cemetery look nice, would like to add 2 on the north end. Talked to Greg Maines he suggests marking 20 x 12 plots with corner markers. Will get an estimate from him and bring back to the board.
- 9. Discussion /Action Items:**
 - a. Payment of the bills.** Motion by Cooper to approve bills as presented; second by Swenson. Discussion none. By voice vote; all in favor.
 - b. Approve Alcohol related licenses.** Motion by Ritter to approve license renewals and 1 picnic license as presented; second Cooper. Discussion none. By voice vote; all in favor.
 - c. Approval of past meeting minutes.** Motion by Ritter to approve meeting minutes of May 24, 2021; second Cooper. Discussion none. By voice vote; all in favor.
 - d. Set up a meeting time for the Chamber Board and Town Board to jointly meet in order to discuss utilization of Room Tax funds.** Discuss expenditure of room tax. Looking at July 26, 2021 at 6:30. Tom will check with the chamber if that date works.
 - e. Approve town credit card for DPW Superintendent.** Motion by Cooper for town clerk to establish a credit card for DPW superintendent; second Mortag. Discussion none. By voice vote; all in favor.
 - f. Increase town credit card limits.** Discussion of credit card limits. Clerk has been asked to order things and limit does not allow requiring utilization of personal credit card. Motion by Cooper to increase town credit cards (Stoltman, Christensen, Rogers, Becker and Vogel) at \$5000.00; second Swenson. Discussion none. By voice vote; all in favor.
 - g. Review DPW position descriptions.**

- h. **Change Town rental agreement to state there is no parking in the Cemetery area.** Discussed addressing parking in user agreement form, specifically not using cemetery road. Discussion on drawing a town map showing no parking areas to give with user agreement form or closing north end and reroute from pavilion area. Board will set a future date to walk the cemetery grounds and determine best plan of action for parking.
- i. **Request from Sherry Stecker to reserve the tennis courts for youth lessons.** Sherry would like to reserve tennis court for 2 hours for 4 days in July (13, 15, 20 and 22) to give youth lessons. Monies for lessons will go to Great Eagle River Tennis Association, they are sponsoring it. Sherry will put up a sign stating the court is reserved, no reservation required.
- j. **Develop a policy regarding committee members use of Room 4 and Zoom Room equipment.**
- k. **Review Zoning Committee recommendations for Zoning Administrator's work location, hours, duties, and compensation.** Zoning committee discussed function of role. Zoning administrator needs to be kept separate from DPW. Current DPW superintendent agrees, wants zoning out of town shop office. Zoning administrator to operate out of room 5 and have scheduled hours. Discussion on use of room 5. Administrator will use room 5 but consult in room 2 or 3. Zoning board not in 100% agreement to advertise; 4-1. Discussion on whether to advertise position or not. Potential for zoning administrator to use room 3 as office.
- l. **Consider amending Room 5 access policy to include Zoning Administrator.** Discussion on amending policy for use of rooms 4 and 5. Motion by Swenson to strike DPW line that they be excluded from that room and adopted as stated with exception; second Cooper. Discussion: DPW to be there when clerk and treasurer are there. Roll call vote: Christensen no, Cooper yes, Swenson yes, Ritter no, Mortag no. Motion failed 3-2. Motion by Ritter to adopt public use of community center rooms 4 and 5 as presented with changing assistant to deputy; second Mortag. Discussion none. By voice vote; all in favor.
- m. **Eagle River Historical Society request of June 1, 2021.** Motion by Cooper to commit to a \$200 donation to the Eagle River Historical Society coming from unencumbered funds for the Historical Society picture hanging; second Mortag. Discussion: Where will pictures come from. Kalisa will work on getting pictures. By voice vote; all in favor.
- n. **Approve future location for outdoor skateboard/bike park and basketball court.** Looking for a specific location for the Parks and Rec committee to plan for future use. Three locations have been looked at; red brick school area, between parking lot and ball diamond with need to remove trees or current area where skate board park is. Motion by Mortag to approve a future location for skatepark, basketball court and small playground where the old red brick schoolhouse was; second Cooper. Discussion none. By voice vote; all in favor.
- o. **Review and approve new website design proposal.**
- p. **Continuing discussion on chamber reporting on rentals of Town property and contract for the Chamber's services.** Kalisa discussed the contract that Garbowicz drew up, Penny is in agreement with the contract. Ritter would like contract to reference chapter/code vs embedding in contract. Kalisa will get those changes made. Will bring reporting portion back on the agenda at a later date.
- q. **Rent a portable toilet for Fern Ridge property.** Porta potty ordered and not due to be shipped until end of August. Fern Ridge would like to contract with Northwoods Portable toilets for the interim. Charges would be \$25 for delivery, \$140 a month and dumped every 2 weeks at \$50.00. Motion by Swenson to contract with Northwoods portable toilets for a portable toilet at Fern Ridge until new one comes or end of season with funds coming from unencumbered funds; second Cooper. Discussion: None. By voice vote; all in favor.
- r. **Review and approve the use of ARPA funds for the Broadband expansion project.** The town will receive approximately \$112,000 for 2021 and \$112,000 for 2022. Discussion on available options of how the funds can be used. Motion by Christensen that we spend the ARPA funds for the broadband project with ChoiceTel; second Cooper. Discussion none. By voice vote; all in favor.
- s. **Replace deck plywood on skatepark ramps.** Deck boards to be replaced which will allow the kids to use the ramps. DPW to get skatepark in usable condition when work load allows. Plywood has been picked up. DPW plans to work on this on Wednesday. Going to try and recruit the kids to paint the plywood to hold up better in weather conditions. In addition will secure railings and make sure all screws are screwed down. Monies for updating will come from skateboard park savings account.

10. 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.

11. 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

12. Reports from Lake Districts and Other Organizations

Motion by Christensen to table 9-G, 9-J, 9-O, 10, 11 a-f and 12 to June 24, 2021; second Cooper.
Discussion none. By voice vote; all in favor.

13. Closed Session – Adjourn to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to discuss Public Works Department Personnel. (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion by Christensen to adjourn at 8:39 pm to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to discuss Public Works Department Personnel. (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; second Cooper. By role call vote: Mortag – yes, Ritter -yes, Christensen – yes, Cooper – yes, Swenson yes.
14. Reconvene to Open Session – Reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session. Motion by Christensen to reconvene at 9:18 pm to open session to take such action as the Board deems appropriate, following consideration given in closed session to come into open section; second Ritter. By voice vote; all in favor.

Motion by Cooper to promote Mr Stoltman to DPW Superintendent with hourly wage retroactive to May 26, 2021 at \$25.00 per hour with all other benefits unchanged; second Mortag. Discussion: None.
By voice vote; all in favor.

15. Adjourn: Mr Christensen adjourned the meeting at 9:19 pm

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<hr/> Chairman	<hr/> Supervisor	<hr/> Supervisor
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