

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: July 12, 2021

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:31 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. 3 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, July 10, 2021 before 5:30 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.** None
6. **Cemetery Sexton's Report** Have had 2 burials, 1 grass cutting and 1 headstone marked. Still lots of pine cones down, it's on DPW radar to blow the cemetery grounds. Sexton was called regarding an unexpected excavator cost and OT from DPW and incorrect cremation site dug. Sexton asked that it be made right and that was done. Have worked with DPW on calendar of upcoming cemetery events. Have asked Greg Maines to get us estimate to survey and put down corner markers.
7. **Discussion /Action Items:**
 - a. **Payment of the bills.** Motion by Swenson to approve bills as presented with exception of 27861; second by Cooper. Discussion none. By voice vote; all in favor. Motion by Swenson to pay 27861 as presented; second Cooper. Discussion none. By voice vote; 4 in favor, 1 abstain.
 - b. **Approve Alcohol related licenses.** Motion by Cooper to approve license renewal and operator's license as presented; second Mortag. Discussion none. By voice vote; all in favor.
 - c. **Approval of past meeting minutes.** Motion by Swenson to approve meeting minutes of June 24, 2021 and July 1, 2021; second Cooper. Discussion none. By voice vote; all in favor.
 - d. **Adjustment of Parks and Recreation Committee Members.** Penny Strom did accept position on committee, was approved at previous meeting pending her acceptance.
 - e. **Approve Changes to DPW Superintendent Position Description.** Discussion on changes made from previous meeting. Brian will make changes to section 4 as discussed. Motion by Ritter to approve DPW Superintendent position description with corrections as discussed; second Mortag. Discussion none. By voice vote; all in favor.
 - f. **Review Draft of DPW Crew Members Job Description.** Discussion on DPW crew members job description. Motion by Ritter to approve DPW crew member position description with corrections as discussed; second Mortag. Discussion none. By voice vote; all in favor.
 - g. **Approve Appointment to the Housing Authority Board for the term expiring 09/01/2021.** Nancy Neff will not be taking another term. Replacement needs to be found within housing complex. Discussion on how nominations are received. Motion by Christensen to table 7g to August 26, 2021; second Ritter. Discussion none. By voice vote; all in favor.
 - h. **Review Contract for fireworks show.** Town just finished the 3rd year of fireworks contract; 2019, 2020 and 2021, with price being held the same for each year. Motion by Ritter that the negotiations with fireworks provider responsibility be transferred to Independence Day committee subject to review by town board prior to contract being signed; second Swenson. Discussion: Tom Christensen would send email to Krueger and Chrome asking for new contract. By voice vote; 4-1.
 - i. **Change to the Independence Day Celebration Committee Structure and Members.** Recommendation of Independence Day committee to change Chamber of Commerce to nonvoting advisory member and adding a second citizen as a voting member. Motion by Christensen to remove Chamber of Commerce as voting member of Independence Day committee and recognize them as a nonvoting advisory member and replace with citizen volunteer, Joanne DeWig; second Ritter. Discussion none. By voice vote; all in favor.

- j. **Donation to the Vilas County K-9 unit from the Independence Day Committee.** K-9 unit here for Independence Day event, very favorable. They do it at no cost to us. Suggested that Independence Day committee give them a donation, needed board approval. Would not be illegal or inappropriate for money to be donated to county K9. To go back to Independence Day committee to discuss.
- k. **Fiber Optic Project progress update.** Update on progress of ChoiceTel. Progress is being made slowly, second crew has not been working in SG full time yet. Potential of getting some folks hooked up in the next few weeks. 993 community members have signed up. Grant application stated that our objective is to sign up 1000 residents, very close.
- l. **New email addresses, new computers & laptops, data storage and Quickbooks update – progress update.** Technology Management out of Tomahawk looks to have new email addresses, laptops and desk units for treasurer and clerk to be operational in 10 days. Company was recommended by ChoiceTel. This will include emails saved to secure server, archives, quick books backed up to server, virus protection.
- m. **Birch Springs Road reconstruction update** No update, no numbers to discuss tonight. Trees to come down, stumps to be removed and lots of fill needed. Pitlik working to get permission from state to bury stumps and use that dirt on the road.

8. **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.** Crew has started road side mowing, patching roads, repairs on irrigation. Yard waste facility still open. Landscaping material found and large boulders at yard waste facility. Brian spoke with Bucklins and they are still planning to chip this fall. Will be looking at correcting signs to indicate debris can be bigger than currently indicated. Chipping was \$12,500 for 2020, will need to look at budget to accommodate this year. Will leave some chips behind as community members have asked for them. DPW superintendent has new phone number which is on website. Will add office phone number to website.

9. Report of the Standing Committees

- a. **Independence Day Celebration Committee** Everyone worked together on committee and everything happened as planned. Good event, positive feedback. Had wrap up meeting after event. Meeting again in October, focus is to create budget to present to town board.
- b. **Lakes Committee** Meeting tomorrow at 10:00 am.
- c. **Non-Motorized Recreational Trails Committee** Donation boxes have been repainted and put back out. Trails have been heavily used. Looking at starting corridor cutting at Fern Ridge for mountain bike trail. Selling raffle tickets at flea market. Kiosk behind chamber will be getting fresh coat of paint.
- d. **Parks and Recreation Committee** Next meeting Thursday, July 15 at 6:00 pm. Have been at a standstill with committee changes. Have a quote of \$4000 for replacement parts for bubble on slide, interactive game piece and car. Measuring out new location on skate park. Working with company that builds multi-court outdoor systems. Veteran's Memorial area stumps/roots need to be ground out prior to Walker finishing area up. Need to get irrigation lines marked. Kalisa will get quotes for stump grinding and bring back to the board. Community kids have raised just under \$3000 for skateboard park by selling drinks at flea market. Recommended that those monies be turned over to the treasurer and put into skateboard park fund. Currently held in St Germain committee fund that was created in 2020 for Independence Day celebration.
- e. **Zoning Committee** Thankful that Mr Stoltman has stepped in as Zoning Administration position with assistance of Mr Cooper. Looking to fill that position in the very near future.
- f. **Sexually Oriented Business Committee** No report.

10. **Reports from Lake Districts and Other Organizations** None. Would another board member like to be assigned to Moon and Alma as they meet on Saturday and Tom Christensen cannot make that? Let Tom know if interested.

11. **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 7:58 pm to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to discuss Public Works Department Personnel and Zoning Administration. (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 roll call vote: Mortag – yes, Ritter - yes, Christensen – yes, Cooper – yes, Swenson yes.

12. 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 9:14 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 Swenson to repost the DPW position with changes stating the pay is based on experience; second Mortag. Discussion none. By voice vote; all in favor.

Motion by Christensen to post a DPW position for part-time seasonal help; second Mortag. Discussion none. By voice vote; all in favor.

Motion by Ritter to hire June Vogel as Zoning Administrator; second Cooper. Discussion none. By voice vote; all in favor.

13. Adjourn: Mr Christensen adjourned the meeting at 9:18 pm

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