

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

MINUTES REGULAR TOWN BOARD MEETING: December 13, 2021

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:48 pm
2. **Pledge of Allegiance**
3. **Roll Call to 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. 10 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, December 11, 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.** None
6. **Cemetery Sexton's Report** One burial in November. Have transferred \$277.00 to DPW which covers burials for 2021.
7. **Discussion/Action Items:**
 - a. **Payment of the bills.** Motion by Swenson to approve the bills as presented; second Mortag. Discussion none. By voice vote; all in favor.
 - b. **Approval of past meeting minutes.** Motion by Swenson to approve the meeting minutes as presented for November 18, 2021 and November 30, 2021; second Cooper. Discussion none. By voice vote; all in favor.
 - c. **Fire Chief Report.** Chief not present.
 - d. **Adjust Room Tax budget for outstanding items.** Update on \$10,000 for BoBoen. Cannot disperse funds to organizations. Will carry over to 2022 and will see what it can be spent on.
 - e. **Consider Zoning Committee request to reconsider a Board decision concerning Zoning Permit Fees.** Board asked to clarify for zoning committee when zoning fees are exempt, pertaining to town properties. Motion by Ritter that effective with tonight's discussion regarding permit fees, permitted projects on town property are exempt from permit fees regardless of who the permit applicant is; second Cooper. Discussion none. By voice vote; all in favor.
 - f. **Consider Zoning Committee request to reconsider a Board decision concerning Shipping Containers.** Ordinance had been revised in July 2021 prohibiting shipping containers. Zoning committee would like to not change the ordinance, leave prohibition of shipping containers in place. For those properties that currently have shipping containers without a permit, give them 60 days to apply for permit(s). If not applied for, shipping containers would need to be removed. Motion by Cooper informing property owners that are known to have shipping containers without appropriate zoning permit to be notified by town chair and given 60 days to either remove containers or pay a \$65 with the after the fact fee permit fee for each container that is going to be kept on each parcel; second Swenson. Discussion none. By voice vote; all in favor.
 - g. **Allocate funds for the Parks & recreation Committee use in the 2022 calendar year.** Budget was talked about in July 2021, would like it added to 2022 budget. This would not come from the levy, would come out of community development. Will be making budget adjustments in January 2022 once we know carryover and room tax carry over to community development. Motion by Christensen to table 6g until January 27, 2022 town board meeting; second Cooper. Discussion none. By voice vote; all in favor.
 - h. **First review Chapter 12 – Room Tax ordinance revisions.** Current room tax needs to be revised due to Wisconsin Act 55. This was brought to Jeanna's attention. Ted and Jeanna have been working on updating the room tax ordinance. Ted and Jeanna discussed changes. Discussion on posting. Motion by Ritter that Chapter 12 be approved for adoption on December 27, 2021 with opportunity for public comment as advised by Attorney Garbowicz' letter of December 7, 2021; second Swenson. Discussion: Prescribed periods for public comment time, however, we are not changing the ordinance to reflect any different forfeitures; okay with changing the verbiage. By voice vote; all in favor.

- i. **Continuing discussion concerning cemetery entrance/parking area.** Discussion on creating a driveway parallel to Hwy 70 accessing from school property which would require an easement and then running north and south along the west side of current sections being used, that would be gated to only allow hearse, vault vehicles and monument vehicles; avoiding other vehicles from driving in nondesignated areas. June will check with DOT to see if another driveway can be added coming off Hwy 70, creating another parking area with fencing on the east and west side of current cemetery to avoid vehicles from driving in nondesignated areas.
- j. **Approve draft letter concerning multiple ordinance violations at a dog breeding kennel.** Discussed letter. Motion by Ritter that the letter to Bartaszewicz dated December 13, 2021 be signed by town chairman and mailed; second Swenson. Discussion none. By voice vote; all in favor.
- k. **Schedule public hearing and special board meeting concerning two re-zone applications from GPS, Inc.** Mr Schiffman has requested 2 re-zones. Public hearing on January 11, 2022 at 7:00 pm will address 24-1763-01 and public hearing on January 12, 2022 at 7:00 pm will address parcels 24-2020, 24-2021, 24-2022, 24-2023, 24-2024, 24-2025, 24-2026, 24-2027, 24-2184-05. Appropriate letters will be sent out to nearby property owners.
- l. **Approve Town roads for snowmobile routes, 2021 – 2022 season.** Motion by Christensen to approve the town roads for snowmobile routes for snowmobile season 2021 through 2022 as presented with change from Koscielniak on 16 Road to Leftwich parcel 24-435; second Cooper. By voice vote; all in favor.
- m. **Appoint poll workers for the 2022-2023.** Motion by Christensen to approve to democratic party – Doug Olejniczak, Doug Kaltenbach and Judy Maloney, republican party – Margo Sherren, Carol Cady, Shirley Kufeldt, Cookie Lough and Bill Emmerich and unaffiliated – Connie Wenzel, Jim Grace, Karen Grace, Val Rybarczyk, Sherry Stecker, Don Baumann and Marie Baumann; second Cooper. Discussion none. By voice vote; all in favor.
- n. **Review and approve the Republic Services contract for trash disposal.** Jim Whittinghill represented Republic Services here to review contract with Republic Services and the town. Motion by Ritter to approve the contract as presented; second Swenson. Discussion: Contract length is for 10 years. By voice vote; all in favor.
- o. **Review proposed revisions to Chapter 15 – Town Park Rules.**
- p. **Sanction Hiller's Radar Run, February 4th & 5th, 2022.** Motion by Christensen that the town sanction the Hiller's Radar Run, February 4 and 5, 2022, including: 1. The snowmobile trail from Hearthside to Thunderbird Pass including the lake access spur from said trail to Little Saint Germain Lake through Little Saint Express and Cathy's Ice Cream property. 2. The Snowmobile Trail from St. Germain Rentals to Arrowhead Groomers including the lake access spur from said trail through Elbert's Resort. 3. The West Half of West Bay on Little St. Germain Lake. 4. The marked trails crossing Little St Germain within 100' of the barrels/lake markers used to cross the lake; second Cooper. Discussion none. By voice vote; all in favor.
- q. **Review and approve changes to the Town facilities rental agreement.** Discussion by board. Suggestion by Ritter that Clerk takes this over, bring it in house. Discussion by board and Penny from Chamber. Clerk to assume these responsibilities February 1, 2022, working with Shelby prior to that time.
- r. **Approve private road access, Eagle Acres Lane off of Birchwood Drive.** No action, need to approve name and not access.
- s. **Determine Procedure going forward to file a claim for relief under the performance bond concerning the Fire Department Roof.** Discussion by the board as to what is the next step. Motion by Christensen that the chairman send a letter to surety bond and contractor, stating we are considering declaring a contract default and require a conference in accordance with paragraph 3 of bond; second Cooper. Discussion none. By voice vote; all in favor.
- t. **Reconsider Phase Two – Found Lake Road reconstruct, New Pavilion staining and any other project on hold, to be completed in 2022.** Discussion by board. Keep the debt service constant. Motion by Christensen to go out for bidding for phase 2 of Found Lake Road project and authorize Cooper to make contact with Sullivans Log Home to firm up his bid to stain the new pavilion; second Cooper. Discussion none. By voice vote; all in favor.
- u. **Appoint a representative for the Landfill Commission.**
- v. **Closed Session – Adjourn to closed session in accordance with Section 19.85 (1) (e) of the Wisconsin Statutes to discuss the St. Germain Room Tax Tourism Development and Promotion Agreement. (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.** Motion by Christensen to adjourn to closed session in accordance with Section 19.85 (1) (e) of the Wisconsin Statutes to discuss the St. Germain Room Tax Tourism Development and Promotion Agreement. (e) Deliberating

or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; second Ritter. By roll call vote: Swenson – yes, Cooper – yes, Christensen – yes, Ritter – yes, Mortag – yes.

- w. **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 Ritter to reconvene to open session at 10:12; second Swenson. By voice vote; all in favor.

Motion by Christensen that we forward the counteroffer for the chamber room tax offer and letter that was received; second by Cooper. Discussion none. By voice vote; all in favor.

8. Department of Public Works – The Board will hear a report from Brian Cooper concerning the department.

9. 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**

10. Reports from Lake Districts and Other Organizations

Motion by Christensen to table remaining items (7o, 7u, 8, 9 and 10) until December 27, 2021 town board meeting; second Cooper. Discussion none. By voice vote, all in favor.

11. Adjourn: Mr Christensen adjourned the meeting at 10:19 pm

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor