

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

MINUTES TOWN BOARD MEETING: November 14, 2022

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:30 pm
2. **Pledge of Allegiance**
3. **Roll Call to Establish a Quorum:** Jim Swenson, Brian Cooper, Tom Christensen, Ted Ritter and Kalisa Mortag along with Jeanna Vogel town treasurer and June Vogel town clerk are in Community Center in room 4 with 4 community members. There were 8 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, November 13, 2022 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.**

Marv Anderson – Thank you to DPW for picking up and adding more equipment in exercise room. Concern of having snowmobile trail coming from Chamber to Veteran's Memorial, would like trail rerouted and come in by old pavilion and come from School Road. Asking town to consider this working collaboratively with BoBoen Snowmobile Club.

6. **Cemetery Sexton's Report** Had 3 cremation burials and 1 full burial since last report. Sold 3 full size graves. Transferred \$1275.00 for grass cuttings, burials and fall clean up. Submitted resignation with last day April 30, 2023; willing to work with next appointed sexton as far as duties.
7. **Discussion /Action Items:**
 - a. **Payment of the bills.** Motion by Mortag to approve bills as presented except 29430 and 28439; second Cooper. Discussion none. The motion passed by voice vote with four votes in the affirmative and one abstention by Ritter. Motion by Swenson to approve check numbers 28430 and 28439; second Ritter. The motion passed by voice vote with three votes in the affirmative and two abstentions by Cooper and Mortag.
 - b. **Approval of past meeting minutes.** Motion by Swenson to approve October 27, 2022 and November 10, 2022 as presented; second Mortag. Discussion none. The motion passed by voice vote unanimously.
 - c. **Review Town forestry plan for Awassa and Fern Ridge properties.** Needs to be listed on the agenda as Forestry Stewardship plan because it includes Golf Course along with Awassa and Fern Ridget properties. Motion by Cooper to table; second Mortag. Discussion none. The motion passed by voice vote unanimously.
 - d. **Review 3rd quarter Room Tax Collections and payment to Chamber.** Reviewed by Jeanna. No questions.
 - e. **Review 3rd quarter Chamber Room Tax Utilization Report.** Report sent out last week. No questions.
 - f. **Consider draft letter for an alleged zoning violation.** Has been resolved.
 - g. **Consider authorizing Lakes Committee to adopt a resolution calling for increased WDNR Warden presence on St. Germain area lakes beginning with the 2023 boating season.** Recommendation from Steve Gilbert that the Lakes Committee try to encourage the DNR warden to increase presence on St Germain lakes and to do so via resolution. Discussion as to if the resolution be created at the town board level or from Lakes Committee. Due to boat patrol being voted down by lake districts, will get some feedback from some of the lake district commissioners on proceeding with this.
 - h. **Discuss inspection of Community Center kitchen and necessary upgrades needed for renting kitchen and the rental charge.** Inspection went well. The pump for the chemical supply to the dishwasher are not pumping. Tom Stoltman is reaching out to have this repaired. To rent the kitchen in this capacity, a handwashing sink needs to be installed. Motion by Swenson to get a bid for handwashing sink and if under \$2000 move forward with installation and if

exceeds \$2000 bring back to the board; with funding from building maintenance; second Ritter. Discussion: Where will funds come from. The motion passed by voice vote unanimously. Discussion about how to charge for business use. Motion by Mortag to approve rental of Community Center kitchen to Mindy Greenlee for use of her business at a rental of \$400 per month; second Cooper. Discussion none. The motion passed by voice vote unanimously.

- i. **Updates to the Credit Card policy and agreement.** Discussion by board. Move from listing under policy section on website to Town Procedures Chapter 29. Ted will redraft in Chapter 29 format and have ready at our next meeting, rescinding current and create new. Motion by Christensen to move credit card use policy into chapter 29; second Cooper. Discussion none. The motion passed by voice vote unanimously.
- j. **Town emails change to .gov.** Discussion by board. Board needs to proceed, question of where will funding come from. Motion by Ritter to table item 7J until December 12 meeting; second Swenson. Discussion: June to work at more exact cost. The motion passed by voice vote unanimously.
- k. **Personal use of Town accounts.** Discussion by board. Town is not a retail organization, practice needs to cease. Will make sure appropriate staff at golf course, DPW and Fire Department know this can no longer continue.
- l. **Update on the progress towards replacing the Fire Department high volume well at the fire station.** Discussion by board. Bidding will be by invitation. Motion by Christensen for chairman and clerk to sign the contract for the fire department well replacement service agreement with MSA with funding coming from town projects account; second Swenson. Discussion none. The motion passed by voice vote unanimously.

8. **Department of Public Works – The Board will hear a report from Brian Cooper concerning the department.** Town fall cleanup is done using debris loader. Parks are shut down. Have done some grading of gravel roads. New used loader bucket has arrived and installed. Plows are prepped and ready for snow plowing season. Toro mower deck has been rebuilt. Yard waste has been busy, Bucklins will be out to chip after hunting. Christmas lights will go up next week. Christensen has contacted Wisconsin Public Service and notified them of 7 poles that lights are not working. Will be using old pavilion to store trailer under for winter. Will talk to soccer coach to move soccer nets and flags to side of field.

9. **Report of the Standing Committees**

- a. **Independence Day Celebration Committee** Planning is underway.
- b. **Lakes Committee** No report.
- c. **Non-Motorized Recreational Trails Committee** Hike and bike trails are winter ready. Mountain bike trail at Fern Ridge is closed due to weather. Awassa trails are open. The grant is closed with DNR for mountain bike trails.
- d. **Parks and Recreation Committee** Had successful Fright night. Working on Breakfast with Santa. Wanting to add another committee member, will add to agenda. Fitness Center is looking nice.
- e. **Zoning Committee** Committee up to full membership.

10. **Reports from Lake Districts and Other Organizations**

Big St Germain Lake District meeting was canceled due to lack of agenda posting.

Little Saint Germain Lake District welcomed 2 new commissioners. Working on how to divvy up responsibilities amongst all commissioners. Looking at updating website. Looking at developing a public pier. Education for commissioners. Next meeting November 15, 2022.

11. **Closed Session –Adjourn to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to concerning the Radostits lawsuit against the Town. (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.** Motion by Christensen at 8:24 to adjourn to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to concerning the Radostits lawsuit against the Town. (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; second Mortag. Discussion none. Let the record reflect the motion passed with Swenson, Cooper, Christensen, Ritter and Mortag voting in the affirmative.

Break 8:24 – 8:30

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 Cooper at 8:44 pm to reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session; second Ritter. Discussion none. The motion passed by voice vote unanimously.

13. Adjourn Mr Christensen adjourned the meeting at 8:44 pm

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor