

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 24, 2021

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:30 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 Wednesday, June 23, 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. **Treasurer's Report** ARPA funds are on the way, should show up 06/25/2021.
7. **Discussion /Action Items:**
 - a. **Payment of the bills.** Motion by Cooper to approve bills as presented with exception of 27817 to Cooper's Dam Lake Auto & Cycle; second Mortag. Discussion none. By voice vote; all in favor. Motion by Swenson to pay Cooper's Dam Lake Auto & Cycle; second Mortag. Discussion none. By voice vote; 4 affirmatives, 1 abstain
 - b. **Approve Alcohol related licenses.** Motion by Cooper to approve licenses as presented; second Mortag. Discussion none. By voice vote; all in favor.
 - c. **Approval of past meeting minutes.** Motion by Ritter to approve meeting minutes of 06/14/2021 with changes as discussed and 06/23/2021; second Cooper. Discussion none. By voice vote; all in favor.
 - d. **Review DPW position descriptions.** * Review of DPW superintendent position description. Brian to type out for board to review in final form. Motion by Cooper to approve the position description for the DPW superintendent as amended and send to board members for review; second Christensen. Discussion: Will email updated version to board members. By voice vote; all in favor.
 - e. **Develop a policy regarding committee members use of Room 4 and Zoom Room equipment.** * Discussion on public and nonboard committee members use board computers. Can guests log in with a different password? Tom Christensen to do some research to find out how this can be done. Limitations to guest as to what they can access on computer, having a public log in for each computer.
 - f. **Review and approve new website design proposal.** * Maplewood Marketing gave Kalisa a proposal, came in at \$7500.00 to re-do website. Discussion on what the website would look like. Keep it limited to more of what the town is about. This proposal includes initial training of someone to keep website current. Following that, will charge \$50 an hour if assistance is needed. Domain would not change. Currently complimentary hosting with Northern Net Exposure due to governmental body. When website changes, Ted will remove himself from doing maintenance on this. Need to discuss how the website will be maintained. This proposal includes 2019, 2020 and 2021. Records going back further and would be an additional cost if wanted to include on the website. Ted will see if he is able to track hits on website/pages.
 - g. **Repair/Upgrade of Birch Springs Road.** Craig Dalton, Property Manager Northern Highland American Legions State Forest, sent a letter regarding upgrade Birch Springs Road (2.03 miles). Forestry DNR has money to upgrade roads in the amount of \$140,000, to be available July 1, 2021, going towards project. Forestry would be satisfied with a minimum of a 12' wide road. Currently lots of ruts, washed out areas and mud puddles. Have Pitlik give budget number for gravel road at 16' wide and 18' wide of Birch Springs Road. Motion by Cooper that we proceed with trying to acquire the \$140,000 from the state by way of resolution at our earliest

convenience for Birch Springs Road; second Swenson. Discussion: Tom will contact Brian Pitlik for a bid. By voice vote; all in favor.

- h. NHAL/Town land use agreements for portable toilets at Little St. Germain and Lost Lake boat landings.** There are 4 lakes in St Germain with busy boat landings. Two are Found and Big St Germain Lake, not in NHAL, managed by a different function of DNR. Both of those boat landings have portable handicapped toilets. NHAL does not have money to fund portable toilets on Lost Lake and Little St Germain Lake boat landings. The DNR would consider a land use agreement with the town to put portable toilets on landings if lake districts would pay for portable toilets. Estimate is \$1500 a year for portable toilet at landings, put into lake district budget. Lake districts pay portable toilet fees, town would have land use agreements. Board members in support of land use agreement if lake districts pay for portable toilet/maintenance.
- i. Authorize seeking candidates for the vacant Zoning Administrator Position and determine whether Town Board or Zoning Committee will select the candidate to hire.** Most of zoning committee feels position should be advertised. Motion by Ritter that an ad be run for the zoning administrator position and that the Town Board meet to review whatever applications are received and make the hiring decision; second Swenson. Discussion: None. By voice vote; all in favor.
- j. Adopt resolution SG-21-06-01, Expenditure of Public Funds for Lake Improvements.** Lake districts and owner's association for Found Lake have written a check to Fish and Wildlife Club as money in holding along with room tax money. Understanding is this is not the way to channel the money to lake districts. The town can no longer give room tax money to the Fish and Wildlife Club. Current funds need to come back to the town and lake districts accordingly. Motion by Ritter to adopt resolution SG-21-06-01, Expenditure of Public Funds for Lake Improvements as presented; second Cooper. Discussion none. By voice vote; all in favor.
- k. Adopt resolution SG-21-06-02, Reduction of Highway 70 Speed Limit.** DOT did a speed test on Hwy 70 in 3 locations the week of June 7th from Jackson Lane to Sunrise Lane. If speed limit is changed from 40 mph to 35 mph the state allows use of ATV/UTV on roads with board approval. Motion by Mortag to adopt resolution SG-21-06-02, Reduction of Highway 70 speed limit, including referencing WI DOT Rhi office; second Ritter. Discussion none. By voice vote; all in favor.
- l. Independence Day Celebration festivities update and work prior/post event** Festivities Sunday in town. Recap of events to be taking place on Sunday, July 27, 2021. Donations received from business in town to help pay for events. Lions Club will help clean up at the end of fireworks for flea market readiness on Monday morning. Would like DPW to come in earlier Monday morning to assist with clean up.

- 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.** DPW oversee town properties. Have had some issues with kitchen being not cleaned after Bingo. Prime Timers are in there selling. They have a list of things to do and it does not include cleaning floor. Fire inspection done on some town buildings. Lion's club garage failed; blocking panel, cylinders not secure, no emergency lighting. Lion's Club needs to be made aware and needs to rectify. Patrol truck has an air leak.

9. Report of the Standing Committees

- a. Independence Day Celebration Committee** See 71
- b. Lakes Committee** Nothing to share
- c. Non-Motorized Recreational Trails Committee** Donation boxes are being collected on a monthly basis. For May \$136.50 was collected. Some donation boxes are getting face lifts. Storm water permit was awarded for mountain bike trail at Fern Ridge. Project on target. Booth at flea market selling raffle tickets. Looking at new event at Fern Ridge on Sept 4, a 5K run called Run the Ridge. Jim has already checked with insurance agent regarding this. Portable toilet has not showed up yet, due the end of August. Would like yard waste facility closed on September 4th to accommodate 5K. Looking at adding another member to committee. All other trails are in good shape.
- d. Parks and Recreation Committee** DPW got skateboard park to a functional/safe level. Design for skate park, BB, landscaping, parking; Mrs Anderson contacted someone who designs parks. Representative will be here next week to give a design and prepare a quote. Looking to repair sidewalks at memorial where they are sinking. Walker to fill in holes, Lumberjacks were to come back and grind off rest of stumps; now saying need to give a quote to have that done. Minutes of meetings for 2021, need to have put on website.

- e. **Zoning Committee** Reached a majority decision on shipping containers, they are prohibited in St Germain. Imperative to get ordinance adopted. Meeting on July 1, 2021 at 5:00 pm to discuss
- f. **Sexually Oriented Business Committee** No report

10. Reports from Lake Districts and Other Organizations Little Saint has not met. Lost lake meeting July 1, 2021. No other reports.

Kalisa left the meeting at 7:43 pm

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

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