

TOWN OF ST. GERMAIN
OFFICE OF THE CLERK
P.O. BOX 7
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MINUTES REGULAR SPECIAL TOWN BOARD MEETING: August 26, 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:** 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 9 community members. Kalisa Mortag is absent. 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, August 25, 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. **Discussion /Action Items:**
 - a. **Payment of the bills.** Motion by Swenson to pay the bills as presented; second Cooper. Discussion none. By voice vote; all in favor.
 - b. **Approve Alcohol related licenses.** Motion by Swenson to approve 3 operator licenses, 2 picnic as presented; second Cooper. Discussion none. By voice vote; all in favor.
 - c. **Approval of past meeting minutes.** Motion by Swenson to approve meeting minutes of 08/09/2021, 08/10/2021 and 08/18, 2021 as presented; second Cooper. Discussion none. By voice vote; all in favor.
 - d. **Consider Town enforcement of Town ordinances Chapter 2, 3, and 13.** Mr Cooper reviewed chapter 3 and 13. There are many violations in town. Should a list be gathered and letters sent out? No comments.
 - e. **Consider Town enforcement of Zoning Ordinance shipping containers restriction.** Town board recently approved ordinance on the recommendation of the zoning committee. There are shipping containers in town that were placed without a zoning permit. Should they not comply with letter and 60 days passes, will the town board write a citation? Motion by Ritter to support zoning committee's decision that letters will be signed and mailed to Ahlborn Landholding and Jack Klotz informing them of their shipping containers that are in violation of chapter 1; second Swenson. Discussion none. By voice vote; all in favor.
 - f. **Appointment of Carolyn Brink to a five-year term on the St. Germain Housing Authority Board, replacing Nancy Neff, effective 09/01/2021.** Motion by Christensen to appoint Carolyn Brink to a 5-year term on the St Germain Housing Authority board replacing Nancy Neff effective 09/01/2021; second Cooper. Discussion none. By voice vote; all in favor.
 - g. **Approval of Electronic Lock update for Town buildings.** Quote not available, will be brought back at another meeting.
 - h. **Consider notifying the Chamber of the Town's intent to revise the Room Tax Contract before the October 3rd deadline.** If the town intends to do something different with the room tax program, have until end of September to change contract or it auto renews. Motion by Christensen to approve notifying the chamber of the intent to revise the room tax contract before the October 3rd deadline; second Ritter. Discussion none. By voice vote; 3-1
 - i. **Develop a list of outdoor recreation development/maintenance costs for the Chamber to consider adopting.** Discussion by board on proposed revised town/chamber biennial room tax contract that was proposed as a starting point. Should these room tax funds be used for maintenance/repairs or the town take responsibility of those needs. Money should be spent in a reasonable amount of time, spent appropriately. Chamber here to listen and take back to their board meeting to discuss further. Room tax money has stipulations on how it can be spent. Is there a way to quantify tourists using recreation in town, to better spend the money for marketing and development of tourism? Goal to develop a partnership between chamber and town with the intent towards tourism development. Town is looking/asking for a shift in funding from majority to advertising to adding more to development/maintenance.

- j. **Consider awarding the bid to Sullivan's Log Home Restoration for the soda blasting and re-finishing of the new pavilion wood surfaces.** Project was started years ago and should be finished. Only received 1 bid for project, 2 companies looked at it. Motion by Christensen to award bid to Sullivans Log Home for soda blasting and refinishing of new pavilion wood surfaces to be funded by borrowing money on the present loan for the Fiberoptic project; no second. Motion failed.
- k. **Consider going out for bid to add gravel to and grade Ross Lake Road.** Taken care of, should not have been on agenda.
- l. **Consider going out to bid for the gravel reconstruction of the dirt portion of Birch Springs Road.** Latest estimate from Pitlik and Wick \$166,900.00. Specs indicate 14' wide road. Potential of ATV Club to share expense of \$26,900 (\$140,000 from WI DNR Forestry division funding) as they use this road. Motion by Ritter that the town goes out for bid for gravel reconstruction of dirt portion of Birch Springs road pending confirmation the offer of \$140,000 from DNR is still on the table and that this can be done in 2022; second Cooper. Discussion none. By voice vote; all in favor.
- m. **Budget adjustment to cover the cost of yard waste chipping.** Yard waste facility needs to be chipped again, considering \$10,000 to complete. Motion by Cooper to earmark \$10,000 for yard waste chipping coming from unencumbered funds; second Ritter. Discussion: \$23,000 in unencumbered funds. By voice vote; all in favor.
- n. **Consider additional work to be done around the Veterans Memorial.** Bid by Jordan Stump grinding for \$800 to remove remaining stumps and exposed roots, topsoil, seed and straw. Motion by Ritter to proceed with stump, root and ground leveling at memorial with \$800 from community development; second Cooper. Discussion none. By voice vote; all in favor.
- o. **Adjust the start date for DPW wage adjustments from September 7 to September 5, the beginning of the pay period.** Motion by Christensen to adjust the start date of DPW wages adjustments from September 7, 2021 to September 5, 2021; second Cooper. Discussion none. By voice vote; all in favor.
- p. **Update on the fiber optic project.** ChoiceTel continues to work through town. 18 people hooked up. Letters to south of Hwy 70 property owners to be going out soon.
- q. **Update on the upgrade for QuickBooks, Town laptops and desktops, and Town emails.** Will research if fire department and golf course need to be on town email domain. Constant contact to go out with updated emails. Check email spam folder as new email addresses have shown up there.

7. 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. Alex Jones accepted position, anticipated to start on September 7, 2021. Wash out on Hermanson Road, all filled back in and graded. Yard waste facility pushed back. Not a lot of large stuff coming through. Crew out chipping up trees on roadways from storm.

8. Report of the Standing Committees

- a. **Independence Day Celebration Committee** next meeting October 5, 2021.
- b. **Lakes Committee** No report
- c. **Non-Motorized Recreational Trails Committee** Committee still selling raffle tickets. Mountain bike corridor is all cut. Open house on September 4 from 10-1 showcasing Fern Ridge. Trails cleaned up from recent storms. Asked to have September 4th event to Constant Contact.
- d. **Parks and Recreation Committee** Met on August 12, 2021. New committee members seem to work well together. MidStates is working on invoicing to order replacement pieces.
- e. **Zoning Committee** Letters have been sent to all property owners in Eaglewatch informing of pending zoning change and public hearing. Zoning committee to meet September 1, 2021.
- f. **Sexually Oriented Business Committee** No report

9. Reports from Lake Districts and Other Organizations Alma Moon had meeting, no report yet.

10. Adjourn: Mr Christensen adjourned the meeting at 8:58 pm.

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor