

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

MINUTES TOWN BOARD MEETING: April 27, 2023

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:31 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 June Vogel town clerk along with 11 community members. Jeanna Vogel town treasurer was absent. 8 community members attended via Zoom.us.
4. **Open Meeting Verification:** Mr Christensen noted that he had posted the meeting agenda at three locations in town on Wednesday, April 27, 2023 before 6:30 pm.
5. **Review meeting conduct of residents attending the Town Board Meeting.** Not reviewed
6. **Citizen's Comments – Citizens are encouraged to share their concerns and ideas with the Board. Please limit your comments to five minutes or less.** No comments.
7. **Fire Chief's Report** Fire chief not in attendance.
8. **Discussion /Action Items:**
 - a. **Approval of town bills for payment.** Motion by Cooper to approve the bills as presented; second Mortag. Discussion: None. The motion passed by voice vote unanimously.
 - b. **Approval of past meeting minutes.** Motion by Swenson to approve the meeting minutes of April 10, 2023 as presented; second Mortag. Discussion: None. The motion passed by voice vote unanimously.
 - c. **Fern Ridge Recreation Area – Pavilion bid specs and authorize going out for construction bids.** Bid specification handout given. Reviewed by Swenson. Will require a class II notice. Raised concern about not following proper procedure of utilizing engineer company needed to make sure structure is being built properly. Board needs to use discretion; some town projects professional engineering is not necessary. Motion by Swenson to go out for bid specifications as presented with changes as discussed; second Cooper. Discussion none. The motion passed by voice vote with four votes in the affirmative and one negative vote by Christensen.
 - d. **Review the recent Annual meeting**
 1. **Financial Document** Clarification on some of the headings; what is covered under each. Handout was what we are required to do. Have available on website prior to annual meeting.
 2. **Changes to the format of the meeting.** Better format for the residents.
 3. **More participation from the rest of the board.** Electors meeting, time for them to bring questions and concerns to the board.
 4. **Committee Updates.** Already included in meeting minutes.
 5. **Clerk/Treasurer Updates.**
 - e. **Veteran's Wall Space Flag** St Germain Lions Club brought to attention that Space Force is a recognized force of military. DPW Superintendent was asked to reach out to state representatives for protocol.
 - f. **Appoint two town board members to oversee the Department of Public Works.** Christensen appointed Mortag and Christensen to oversee Department of Public Works.
 - g. **Appoint two town board members to oversee the Golf Course operations.** Christensen appointed Swenson and Christensen to oversee the Golf Course operations.
 - h. **Discuss 6:00 pm public hearing comments, consider adopting proposed amendments to section 1.403 – Campgrounds, Chapter 1 – Zoning.** Discussion by the board. Motion by Ritter that the amendment to 1.403 Campgrounds, Chapter 1 Zoning as presented tonight be adopted; second Mortag. Discussion: Clarification of 1.403 (A)(1). The motion passed by voice vote with four votes in the affirmative and one negative vote by Cooper.
 - i. **Approve revisions to Chapter 14 – Alcohol Control.** Discussion by the board. Reviewed the significance of an operator being on sight to oversee a picnic license event at all times. Motion by Ritter that the amendment to Chapter 14 - Alcohol Control be approved subject to public review and comment; second Swenson. Discussion none. The motion passed unanimously.

- j. **Consider draft letter concerning alleged Chapter 1 – Zoning Violation.** Discussion by the board. Motion by Ritter that the proposed letter to Mr Edwards, parcel 24-852, be signed and sent; second Cooper. Discussion none. The motion passed unanimously.
- k. **Update for fire department well.** Grant application in review process. Discussion by board. Will put on next meeting agenda to decide what direction to take if the town has not received an answer on the outcome of the grant.

9. **Report of the Standing Committees**

- a. **Independence Day Celebration Committee** Planning underway.
- b. **Lakes Committee** No report.
- c. **Non-Motorized Recreational Trails Committee** Bike and hike trails are clearing of snow, will be getting ready for spring use.
- d. **Parks and Recreation Committee** Dedicating the next month at looking at grants and putting a plan in place for the next year.
- e. **Zoning Committee** Back into two meetings a month; one committee meeting and one public hearings for conditional use permit applications.
- f. **Report from Lake Districts and Other Organizations** Big St Lake district had a meeting; compiling a list of things need to be done on an annual basis. Christensen on Moon/Alma and cannot attend as they meet on Saturdays; if anyone would like to be assigned to this committee let him know. Lost Lake had a recent meeting and one coming up; complex planning for updated aquatic plant management program.

10. **Department of Public Works Update.** Mortag and Christensen met with Stoltman. Plan to meet every other week with change to monthly. Working on road replacement program with plans to do a town road tour. Working on developing a citizen relation form. Snow policy will be looked at. Constant Contact message to go out about DPW spring happenings. Looking at an app for work time management calendar. Heavy equipment replacement program; plow trucks, 1 ton, front end loader, tractor. Stoltman is meeting with companies for estimates on a new truck. Working on spring cleanup. Delivery timeline of tractor; delayed but attachments are in.

11. **Closed session – Adjourn to closed session in accordance with Section 19.85 (1) (e) of the Wisconsin statutes to discuss liquidated damages for the Golf Course Cart Shed, and the contract for a new cell tower in Town. (e) Deliberating or negotiating the purchase 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 at 8:10 to adjourn to closed session in accordance with Section 19.85 (1) (e) of the Wisconsin statutes to discuss liquidated damages for the Golf Course Cart Shed, and the contract for a new cell tower in Town. (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; second Mortag. Discussion none. The motion passed by roll call vote; Swenson - yes, Cooper - yes, Christensen - yes, Ritter - yes and Mortag - 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 Cooper at 10:02 to reconvene to open session; second Mortag. Discussion none. The motion passed unanimously.

Motion by Cooper to accept liquidated damages from August 15, 2022 to October 16, 2022 and all additional expenses incurred be reimbursed to the town from August 15, 2022 until MSA signs off this project; second Mortag. Discussion none. The motion passed unanimously.

13. **Adjourn** Mr Christensen adjourned the meeting at 10:04 pm

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Town Clerk		
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Chairman	Supervisor	Supervisor
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