

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

MINUTES TOWN BOARD MEETING: November 30, 2023

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 and Kalisa Mortag along June Vogel town clerk and Jenn Jones deputy clerk/treasurer are in Community Center in room 4 with 5 community members. Ted Ritter is attending via Zoom.us along with 4 community members.
4. **Open Meeting Verification:** Mr Christensen noted that he had posted the meeting agenda at three locations in town on Wednesday, November 29, 2023 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.**
6. **Discussion /Action Items:**
 - a. **Approval of town bills for payment.** Motion by Swenson to approve town bills as presented; second Cooper. Discussion: None. By roll call vote; Swenson – yes, Cooper – yes, Christensen – yes, Mortag – yes, Ritter – yes.
 - b. **Approval of past meeting minutes.** Motion by Cooper to approve the meeting minutes of November 13, 2023 as presented; second Mortag. Discussion: None. By roll call vote; Swenson – yes, Cooper – yes, Christensen – yes, Mortag – yes, Ritter – yes.
 - c. **Finalize Annual Town Newsletter.** Discussion by the board. Jeanna will send off for printing with the changes discussed.
 - d. **Reallocation of Fiber Optic and ARPA Funds.** Discussion by the board. We need to look at how to spend the \$138,000 remaining funds as the fiberoptic will not be completed by ChoiceTel, as Spectrum came into town and installed fiberoptic. Think about how to spend this appropriately, needing an answer in February to allow time for bids if needed and yearly paperwork completion with change.
 - e. **Budget adjustment to include cost of MSA services concerning the high volume well at the Fire Department.** Discussed by the board. Have been taking this out of Town Projects. Motion by Christensen that any remaining bills from MSA in 2023 for the Fire Department well be paid out of town project account; second Mortag. Discussion: None. By roll call vote; Swenson – yes, Cooper – yes, Christensen – yes, Mortag – yes, Ritter – yes.
 - f. **Approve cost of a title search for Buck Inn Way Road area.** Discussion by the board. Mortag and Cooper have been working on researching this. Archived records and town minutes shows only the road going through Ed Gabe's was vacated. Property owner does not feel that they should pay for the title search. Cooper waiting for correspondence from the state. Motion by Mortag to table to a future date; second Cooper. Discussion: None. By roll call vote; Swenson – yes, Cooper – yes, Christensen – yes, Mortag – yes, Ritter – yes.
 - g. **Appoint poll workers for next election term.** Motion by Christensen to appoint Doug Olejniczak, Doug Kaltenbach, Karin Bentz and Christine Boylan as representatives of the democratic party; Cookie Lough, Dan Wentzel, Joann Wentzel and Tracy Wendt as representatives of the republican party and Connie Wenzel, Karen Grace, Jim Grace, Sherry Stecker, Don Baumann, Marie Baumann, Kurt Landauer, Lou Clark, Carolyn Ritter, Lisa Nagel and Roxanne Platz as representatives of unaffiliated party; second Cooper. Discussion: None. By roll call vote; Swenson – yes, Cooper – yes, Christensen – yes, Mortag – yes, Ritter – yes.

- h. **Approve alcohol related license(s).** Motion by Mortag to approve alcohol related license(s) as discussed; second Cooper. Discussion: None. By roll call vote; Swenson – yes, Cooper – yes, Christensen – yes, Mortag – yes, Ritter – yes.
- i. **Adoption of records retention schedule.** Discussion by board. Motion by Christensen to approve Chairman and Clerk to sign Notification of General Records Schedule Adoption to start record retention schedule, with ability to opt into the entire schedule; second Cooper. By roll call vote; Swenson – yes, Cooper – yes, Christensen – yes, Mortag – yes, Ritter – yes.

7. **Adjourn to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to discuss employee wages and benefits for the upcoming year 2024. (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.** Motion by Christensen at 7:16 to adjourn to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to discuss employee wages and benefits for the upcoming year 2024; second Cooper. Discussion. None. By roll call vote; Swenson – yes, Cooper – yes, Christensen – yes, Mortag – yes, Ritter – yes.

8. **Reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session.** Motion by Swenson at 8:37 to reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session; second Mortag. Discussion: None. All in favor.

Motion Christensen by to accept the new benefit package for full time employees; second Mortag. Discussion: None. All in favor.

Motion by Christensen to accept wage adjustments as discussed for DPW employees and Golf Course general manager and superintendent; second Swenson. Discussion: None. All in favor.

9. **Adjourn** Mr Christensen adjourned the meeting at 8:38 pm

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<hr/> Chairman	<hr/> Supervisor	<hr/> Supervisor
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