

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

MINUTES TOWN BOARD MEETING: FEBRUARY 11, 2013

1. Call to Order: The chairman noted that this was a duly called meeting in accordance with the Wisconsin Open Meeting Law. The meeting was called to order at 6:30 P.M.

2. Roll Call: Walter Camp, William Bates, John Vojta, Marv Anderson, Tom Martens, Town Clerk, Marion Janssen, Town Treasurer. Fred Radtke was absent. There were also 27 other people present.

3. Approval of Agenda at the Chair's Discretion: Motion Anderson seconded Vojta that the agenda be approved in any order at the discretion of the chairman. Approved.

4. Approval of Minutes: Motion Bates seconded Anderson that the minutes of the January 14, 2012 & the January 18, 2013 town board meetings be approved as written. Approved.

5. Financial Report: Balance town general account as of 01-31-2013: (-\$5,334.88) room tax account \$42,815.30; lakes CD account \$15,528.83; lakes account \$15,849.31; skateboard park fund \$4,155.55; bike & hike trail account \$11,019.82; money market account \$1,962,663.72; playground equipment account \$4,389.57; debt reserve account \$272,071.57; fire department \$5,836.73; fireworks donation account \$4,043.21; community development account \$15,454.04; golf course general account \$46,250.84; golf course money market \$84,724.80; Road Improvement Fund \$27,694.09.

6. Payment of Vouchers, Town, Fire Department, Golf Course: Motion Bates seconded Radtke that vouchers 134-210, and 20895-20980 be approved. Approved.

7. Chairman's Report: There was none.

8. Supervisor's Report: There was none.

9. Town Committee Reports/Comments:

A. Fire Department: Mr. Vojta stated that the pump on the lift box on the tanker truck that had just been repaired is not working properly. It is not under warrantee. Mr. Vojta didn't know how much it might cost. There were two fire calls last month.

B. Public Works: There was no report.

C. Golf Course: Mr. Bates noted that the logging project had started. The older greens mower was sold for \$2,500. There are currently 109 memberships for 2013.

D. Lakes: There was no report.

E. Planning & Zoning: Mr. Anderson stated the committee had reviewed the proposed public nuisance ordinance. The committee agreed that it seemed to be too long and decided to compare it to an ordinance from Crystal Falls, MI that seemed to be working well, but was much shorter. Mr. & Ms. Pinno also presented a condo plat revision for Lake Content Resort Condominiums. One of the owners would like to add an attached garage that would extend into the limited common element.

F. Bike & Hike: There was no report.

G. Senior Housing: There was no report.

H. Finance: Mr. Anderson stated that Ms. Janssen had prepared a second version of a monthly receipt report. It is broken down by categories. The committee also discussed possible

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payment alternatives for the balance that will be remaining on the purchase of the greens mowers.

I. Emergency Planning: Mr. Camp asked about warning sirens. Phil Kohout stated that instead of sirens, the county is using Code Red. People need to sign up for Code Red with the county. People can give their land line or cell phone numbers.

G. Room Tax: Ms. Janssen noted that \$27,908.97 had been collected for the 4th quarter of 2012. The chamber of commerce will receive \$20,931.93 and the town will keep \$6,977.24.

10. Citizens Comments on Agenda Items: Brian Sherren asked about the apparent problem with the carry over balance in the 2013 budget. Ed Siergiej thought that the budget figures should be made available to the public. He also noted that the planning and zoning committee still seemed to be kicking around the idea of a conditional use permit for a snowmobile trail. He thought that it should be dropped. Tom Martens added that the petition from some of the property owners on the S-Curves on Hwy. 155 in September said nothing about a conditional use permit. The petition asked the town board and planning & zoning committee to enforce its zoning ordinance and not allow a snowmobile trail in that residential low density zoning district.

11. Action Items (Approve, Disapprove, Table)

A. Star Lane Transfer from Private Road to Town Road: Mr. Anderson stated that late last summer a group of property owners on Star Lane came before the planning & zoning committee petitioning the town to accept Star Lane as a town road. Tim Ebert inspected the road to make sure that the plow could turn around. Pitlik & Wick supplied a letter stating that the road had been built to town specifications. Mr. Anderson noted that crack sealing needed to be done. Mr. Vojta asked about the road sign. Mr. Camp thought that the town could replace the sign. Motion Anderson seconded Bates that the town accept Star Lane as a town road contingent upon the current owners, Jim & Jennifer Wendt, completing the crack sealing as soon as possible next spring prior to the road being added to the town gas tax map. Approved.

B. Approval of Town Budgets (Town & Golf Course) for 2013: Mr. Martens stated that yesterday he had found out that the town's portion of the People's Bank loan had been paid from the debt reserve account. That account is for the balloon payment that will be due in 2016 for the M & I Bank loan. Mr. Martens also stated that he found that \$63,318 was in the budget for 2012 that should have been transferred out of the debt reserve account. Neither that nor that \$25,000 carry over balance that had been projected for 2012 had been considered. The carry balance of around \$40,000 that was proposed in the 2013 budget appears to be very close to the correct amount. A lengthy discussion followed. Mr. Vojta was concerned that the clerk and treasurer's ending balances didn't match. Mr. Martens explained that there were voided checks that he had not entered back into the balance. Up until the last two months of 2012, he and Ms. Janssen were in balance. Mr. Martens also stated that he had to change the zoning administrator amounts on both the receipt and disbursement sides of the budget to \$7,000. He also had to add a carry balance of \$6,861 for a fire department for a 2012 payroll that was paid in 2013. The amended budget is \$1,260,216. Motion Anderson seconded Bates that both the town and golf course budgets for 2013 be approved as amended.

C. Fuel Use by Prime Timers Commission on Aging Buses: Mr. Camp stated that the two busses that are used by the Prime Timers are owned by the county. Mr. Radtke had come to the public works committee and asked if the Prime Timers could purchase gasoline through the town. Prior to that, they would get fuel from the county shop. Mr. Camp noted that the Bo-Boen Snowmobile Club had purchased fuel through the town in the past. Mr. Vojta thought that the request should have been brought to the town board for approval. He noted that the town pumps are not certified so that it is not clear just how much fuel is being used. Mr. Vojta also asked how the purchases were being tracked. Mr. Martens stated that Mr. Radtke would request the most current gasoline price. A check with the amount of gallons that had been purchased is then sent to the town treasurer. Mr. Anderson asked if the Prime Timers could get a charge card through the county. Judie Berard, president of the Prime Timers added that other entities use the busses. She also thought that some steps had been left out. Mr. Radtke was under the

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impression that after he had asked the public works committee that it had been taken to the town board. She also stated that it is much more convenient to gas up at the town pumps. If they go to the county shop, everybody has to get out of the bus before it can be fueled. Milt Klingsporn, one of the bus drivers, stated that he fills out two slips. One of the slips is placed in the box at the town shop and the other goes to Mr. Radtke. Tom Christensen offered to open a charge account for the Prime Timers at his gas station. Ms. Berard said that she would have to go back to the Prime Timer board. Mr. Bates asked how the fire department was accounting for the gas that they used. Mr. Martens stated that he has not received anything from the fire department. Mr. Martens also asked that the fire department turn in a voucher for the fuel used with their other bills each month. The Prime Timers could also do something like that. Motion Camp seconded Anderson that the matter be tabled. It will be placed on the agenda for the March meeting.

D. Address Complaint Regarding Conditional Use Permits for Recreational Trails:

Mr. Anderson read through the petition that had been presented to the planning & zoning committee and town board in September. The petition asked the town to enforce its zoning ordinance and not allow a snowmobile trail on the S-Curves on Hwy. 155 in Sec. 9. Mr. Anderson also read through his notes from the October 15, 2012 planning & zoning committee meeting. The committee had a lengthy closed session with town attorney Steve Lucareli also in attendance. The committee found that a snowmobile trail is not mentioned anywhere in the town zoning ordinance. Attorney Lucareli thought that since it was not mentioned, that it could not be a permitted use. The committee also found that snowmobiles had been removed from the travelway permit in 2005. After searching the town and county records, nothing could be found where the amendment removing snowmobiles from the travelway ordinance had been signed by either the county or town. Attorney Lucareli thought that the town would have to go through the entire process all over again, including public hearings. The committee also found that Sixteen Road is shown with two different connections with STH 155. However, it has been on the town gas tax map in its current location. The recommendation from the committee after the October 15th meeting was to recommend to the Bo-Boen Snowmobile Club that they move the trail to Sixteen Road rather than using Joe Koscielniak's private property and that the town board consider including conditional use permits for snowmobile trails and ATV trails in the town ordinance. The committee had asked the town board to consider the revision within 30 days. The committee also recommended that the club not start construction until that time. Todd Wiese, chairman of the planning & zoning committee in 2005, stated that the amendments had all been approved and that he had filed a manila envelope in the planning & zoning filing cabinet. Mr. Anderson stated that he could not find that information. Mr. Camp thought that the town board would have to meet with the town attorney concerning the travelway ordinance. It was the consensus of the board that nothing be done concerning a conditional use permit for snowmobile trails until the issue of the travelway ordinance was resolved. Motion Anderson seconded Vojta that the petition from the land owners on the S-Curves on STH 155 in Sec. 9 be denied. Approved.

E. Approval of Room Tax Budget for 2013: The finance committee had recommended that the library contributions be taken from the room tax budget rather than the town budget. Ms. Janssen had included the library contributions in the room tax budget. Mr. Camp thought that the money should be placed in the community development fund instead. It could be used for the proposed improvements to the town park. Mr. Vojta was concerned that the community development fund has become a slush fund. Motion Anderson seconded Bates that the room tax budget for 2013 be approved as amended with the \$20,087 marked for the libraries being moved to the community development fund. Approved.

F. 2011 Town Loan/Carry Over Funds from 2012: Discussed in item B above.

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12. The board may go into closed session per Sec. 19.85(1)(c)(d)(e) Wis. Stat. Reconvene from closed session and take action as necessary that may come out of the closed session: Motion Bates seconded Vojta that the meeting be adjourned into closed session pursuant to Sec. 19.85(1)(c)(d)(e) Wis. Stat. 8:35 P.M. By a roll call vote: Mr. Bates – yes; Mr. Vojta – yes; Mr. Anderson – yes; Mr. Camp – yes. Motion carried.

Motion Bates seconded Anderson that the meeting be reconvened into open session 11:03 P.M. By a roll call vote: Mr. Bates – yes; Mr. Vojta – yes; Mr. Anderson – yes; Mr. Camp – yes. Motion carried.

13. Action as a Result of Closed Session: Motion Bates seconded Anderson that golf pro, Margo Rogers-Anderson be paid an incentive for 2012 in the amount of \$10,000 based on Ms. Rogers-Anderson hiring agreement. Approved.

Motion Vojta seconded Anderson that Mr. Rogers-Anderson's proposed contract for 2013 be amended to show that the termination/extension date be changed from January 1, 2016 to October 1, 2016. And, that Ms. Rogers-Anderson duties include supervision of all operations of the entire golf course per Ms. Rogers-Anderson's original hiring agreement. Approved.

14. Citizens' Concerns: There were none.

15. Board Concerns: Mr. Vojta asked Mr. Martens if he had received a letter of resignation from Jack Santerelli, town constable. Mr. Martens said that he had not. Mr. Vojta also asked if Mr. Santerelli had turned his equipment in to Mr. Martens. Mr. Martens stated that when Mr. Santerelli had asked him if he should take the equipment to the town shop he had told that he should.

16. Set Time and Date for Next Meeting: The next regularly scheduled town board meeting will be held on Monday, March 11, 2013 at 6:30 P.M. in meeting room #4 of the community center. The Annual Elector Meeting will be held on Tuesday, April 16, 2013 at 7:00 P.M. in the community center.

17. Adjournment: The meeting was adjourned 9:16 P.M.

Town Clerk

Chairman

Supervisor #1

Supervisor #2

Supervisor #3

Supervisor #4