

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

MINUTES TOWN BOARD MEETING: JANUARY 14, 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, Fred Radtke, John Vojta, Marv Anderson, Tom Martens, Town Clerk, Marion Janssen, Town Treasurer. There were also 17 other people present.
- 3. Approval of Agenda at the Chair's Discretion:** Motion Anderson seconded Radtke that the agenda be approved in any order at the discretion of the chairman. Approved. Mr. Vojta asked if the chairman intended to go into closed session.
- 4. Approval of Minutes:** Motion Radtke seconded Bates that the minutes of the December 10, 2012 town board meeting be approved as written. Approved.
- 5. Financial Report:** Balance town general account as of 12-31-2012: \$40,644.73 room tax account \$29,586.08; lakes CD account \$15,525.53; lakes account \$15,848.64; skateboard park fund \$4,155.55; bike & hike trail account \$11,019.36; money market account \$1,773,189.18; playground equipment account \$4,389.39; debt reserve account \$272,002.26; fire department \$5,836.48; fireworks donation account \$4,043.21; community development account \$15,234.04; golf course general account \$27,298.87; golf course payroll account \$0; golf course money market \$84,710.41; Road Improvement Fund \$27,694.09.
- 6. Payment of Vouchers, Town, Fire Department, Golf Course:** Motion Bates seconded Radtke that vouchers 1206-1229, 100-133, 20737-20893 be approved, along an extra bill to Schneider Printing for \$85.65—license forms from 2012. Approved.
- 7. Chairman's Report:** Mr. Camp noted that there would be an OSHA refresher course held in Woodruff in March for drivers for trucks going in and out of gravel pits. Work is being done on a safety plan for the golf course.
- 8. Supervisor's Report:** Mr. Voted stated that he had received complaints concerning committee meetings that overlap so that people can't attend both meetings. Mr. Anderson stated that the conflict with the meetings happened because one of the committee meetings had to be cancelled. When it was rescheduled, Mr. Anderson didn't realize that there had already been another meeting scheduled.
- 9. Town Committee Reports/Comments:**
 - A. Fire Department:** Tim Clark reported that there had been 18 calls last month. The department logged 1530 man hours, 1055 training hours, 250 education hours in 2012. The department now has a person trained in CPR who can offer instruction. Mr. Clark also reported that one of the rams on the newly repaired tanker isn't working. The board also gave Mr. Clark permission to sell things that the department is no longer using. Mr. Anderson asked about staffing. The department has 28 members. The maximum could be 35. There are 25 first responders. The throttle for truck #2 needs to be replaced. The Fun Day that is being put on by several of the organizations in town will be held on February 9, 2013 from 2:00 P.M. until 4:00 P.M. The reading program at the elementary school is going well.
 - B. Public Works:** Mr. Camp noted that truck #2 needed brake work. The vacuum cleaner at the community center needs to be replaced. Mr. Radtke will try to find one. The crew will need to plow approximately .8 mi. of Old C Road near the Roadhouse. It has been groomed as a snowmobile trail, but a new owner will now be living there during the winter. The snowmobile club has been notified. Eagle Waste will begin emptying the community center dumpster on an on-call basis. The public works committee has been discussing the possibility of new bathrooms near the skateboard park. The proposed cost is around \$200,000. Hopefully the town organizations would help pay for it in lieu of charging a \$1 vendor fee at the Flea Market. The committee has also been discussing lighting at the second ball park in the future. If power is going to be run to the skateboard park area, it should have enough power to meet future

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needs. The crew has picked up several discarded stop signs from Arbor Vitae. They are using reflective tape and replacing our old signs.

C. Golf Course: Mr. Camp reported that the committee voted unanimously to purchase two greens mowers. Part of the money would come from the sale of timber from the golf course property. It would be a select cut of 30% of the trees giving the town \$25,000 to \$30,000. When the town purchased the golf course property, Mosinee Paper had timber rights for 30 days after construction. Now, however, the town has the timber rights, but not the mineral rights. Mr. Vojta asked when the mowers and logging operation would be going out for bids. Mr. Camp stated that since the logger would be doing a service, the logging did not have to go out for bids. The Toro Mowers had already gone through the municipal bidding process in Tucson, AZ. Frontier Builders in Land O Lakes would like some of the bigger trees. The Chamber of Commerce would be donating \$1500 towards the golf show in March.

D. Lakes: Mr. Bates reported that the committee has not met. He did attend the Alma-Moon Lake meeting. Signs need to be placed at the Alma Lake boat landing. The lake district will pay for them. The lake district is expecting money from the room tax account. Ms. Janssen noted that nothing was budgeted, unless they are talking about their share of the money that is paid to the Wildlife Club.

E. Planning & Zoning: Mr. Anderson stated that the committee had interviewed Rick Clem and Greg Baas for the UDC Inspector position. The committee is recommending Greg Baas for a one-year contract. The committee decided not to pursue conditional use permits for snowmobile trails at this time. It was recommended that the town check with neighboring towns to see what they are doing. Mr. Anderson also noted that the committee recommended that the town board work diligently with the club to involve neighbors in the area when a new trail is proposed. **Motion Vojta seconded Anderson that since the petition was addressed to both the zoning committee and town board, and that since neither have been addressed by the town board, both the conditional use issue and the petition that had been filed concerning the snowmobile trails be put on the February agenda. Approved.** Mr. Vojta noted that he had checked with the WTA and found that items from committees can't be voted upon at a town board meeting, but they can be put on the agenda for the following town board meeting. Mr. Anderson also reported that Jim Wendt had given him a Quit Claim Deed for Star Lane, but it was the consensus of the committee not to bring it to the town board for approval until Mr. Wendt had the crack filling done next spring. The road also needs a new road sign. It has also been recommended that Star Lane be brought before the public works committee. **Motion Anderson seconded Vojta that Star Lane be placed on the agenda for the February meeting to give the public works committee time to review the situation. Approved.** Mr. Anderson also reported that the zoning administrator had issued 62 permits in 2012 compared to 82 in 2011. The committee has completed its first look at a blight/nuisance ordinance. Mr. Anderson asked permission to spend \$60 to \$70 to have a draft prepared for the town board. Mary Platner is working on making sure that all ordinances are in the book. The town's website needs to be updated. Mr. Radtke noted that in 2005, snowmobiles were removed from the travelway ordinance, but nobody can find where it had been finally approved. The setbacks on small lots also need to be reviewed.

F. Bike & Hike: Mr. Radtke had nothing to report.

G. Senior Housing: Mr. Anderson there might be some loans available for parking and lighting at the senior housing. The units are all occupied. There is a balance of about \$7,500 in the checking account and \$27,000 in the reserve account. Mr. Anderson suggested that the executive director of the housing authority give a presentation to the town board about the workings of the authority.

H. Finance: Mr. Anderson stated that Ms. Janssen was going to prepare a monthly budget report showing income by categories. The committee also recommended that it may not be appropriate at this time for the town to purchase the greens mowers. The committee was concerned about how they would be financed. **Motion Vojta seconded that the finance committee's recommendation not to purchase the greensmowers at this time be placed on the agenda for the February meeting. Motion died for lack of a second.** The committee also thought

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that the town board should review its policies concerning organizations purchasing gas from the town. The committee also recommended transferring approximately \$57,000 from the debt reserve to a new account for loan prepayments. The money is money that had been used for bills from the phase one of the bike & hike trail. **Motion Anderson seconded Radtke that the approval of the 2013 budget be placed on the agenda for February. Approved.** Ms. Janssen noted that we would know what the carry over balance would be by then. **Motion Vojta seconded Bates that the Prime Timer gas purchase policy be placed on the agenda for the February meeting. Approved.** Mr. Radtke abstained. The finance committee also discussed the payment of expenditures. It was felt that committees are advisory to the town board and do not have the authority to make purchases. **Motion Vojta seconded Camp to discuss the new loan prepayment account at the February meeting. Approved.**

I. Emergency Planning: Mr. Vojta stated that he had given the bids to the town clerk. Some of the board members need to be trained. The clerk is to find a class.

G. Room Tax: Mr. Radtke noted that the next meeting would be in February. **Motion Bates seconded Vojta that a discussion of the room tax budget be placed on the agenda for February. Approved.**

10. Citizens Comments on Agenda Items: Brian Sherren stated that the town committees were set up as advisory committees to the town board. He felt that the entire town board should be in charge of the golf course. Even items that have been budgeted should be brought up before the town board. He also advised the town board not to over extend themselves. Phil Monday said that persons who have opinions about how the Board to operate all of the time should run for a seat on the board.

11. Action Items (Approve, Disapprove, Table)

A. Golf Course Green's Mowers: Steve Spears handed out his recommendation for the purchase of two greensmowers. The mowers would be Toro Model 3300 Triflex Greensmowers through Reinders, Inc. The municipal price for the two mowers would be \$54,607. Mr. Vojta asked Mr. Spears if had to choose from the mowers, the irrigation controls, or bathrooms on #4 & #12 which one he would pick. Mr. Spears said the bathrooms. Mr. Spears responded that the mowers and bathrooms are both important, but that the golfers look at and value the greens, and the bathrooms not so much. Mr. Spears recommendation suggested that the town use \$25,000 from timber sales, \$7,500 from timber sales from a select harvest on the course, \$2,500 from Frontier Builders for logs, and either \$5,000 or \$4,300 for the sale or trade-in of the old mowers. Mr. Spears arrived at a balance of \$10,000, but after looking over the figures, Mr. Spears had counted both the sale and trade-in of the old mowers, so the balance would be about \$15,000. Mr. Vojta said that he had called Reinders and found two used mowers like what the course has now for \$4,300 apiece. Mr. Anderson said that the course is a tremendous asset to the town and it should be kept in top notch shape. Mr. Bates said that the greens were the most important part of the course. Mr. Anderson thought that the mowers had already been put off for a year. How much longer could they be put off? **Motion Vojta that the town holds off for a year to purchase the greensmowers. Motion died for lack of a second. Motion Radtke seconded Anderson that the town purchases two Toro Model 3300 Greensmowers as per Mr. Spears' proposal. Mr. Vojta asked that the board check with the WTA attorney to see if the trees can be cut without the electorate approval. Motion Vojta seconded Bates that the purchase of the greensmowers be postponed indefinitely. Approved. Mr. Radtke was against.**

B. Contract for Golf Professional: As A Result of the Closed Session: Motion Camp seconded Bates to approve the contract for the golf pro as prepared by the attorney with an amendment concerning the sales tax and credit card fees from transactions under Ms. Rogers Anderson's LLC and golf lessons. Approved.

C. Building Inspector (UDC) for 2013: Mr. Anderson handed out a letter from Greg Baas. Mr. Baas was not able to attend the meeting. Rick Clem was present. Mr. Baas's letter noted that he would hire Leon Butler from Arbor Vitae if there was a chance that there might be a conflict of interest with the inspection of a Waldmann Construction project. Mr. Clem stated

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that Mr. Butler was about to retire. Mr. Clem also noted that electrical inspections would be required in the very near future. He will be certified. Motion Anderson seconded Vojta to engage Greg Baas Agency for a one-year contract as the UDC Inspector for the Town of St. Germain having a substitute inspector for Waldmann Construction projects to prevent any conflict of interest. Approved. Mr. Camp will have the contract drawn up.

D. Employee Working Agreements for 2013: As a Result of the Closed Session: Motion Camp seconded Vojta to approve the town employees wage, health supplement, clothing and longevity agreement for 2013. Approved.

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 Camp seconded Radtke that the meeting be adjourned into closed session pursuant to Sec. 19.85(1)(c)(d)(e) Wis. Stat. 9:40 P.M. By a roll call vote: Mr. Radtke – yes; Mr. Bates – yes; Mr. Vojta – yes; Mr. Anderson – yes; Mr. Camp – yes. Motion carried.

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

13. Board Concerns: Mr. Martens read a letter from Al Clemmensen, which he assumed was an open records request, for all attorney bills incurred by the Town of St. Germain concerning the relocation of corridor #15. Mr. Clemmensen stated that Mr. Martens should be responsible for all of the bills since the town did not enter into litigation. Mr. Martens asked the Mr. Vojta give the bills to Mr. Clemmensen as Mr. Martens did not want to get into an argument with Mr. Clemmensen over who was responsible for the bills. The board thought that Mr. Martens should send the bills to Mr. Clemmensen under the open records law so that there would be a record that they had been sent.

14. Set Time and Date for Next Meeting: The next regularly scheduled town board meeting will be held on Monday, February 11, 2013 at 6:30 P.M. in meeting room #4 of the community center. There will be a special town board meeting held on Friday, January 18, 2013 at 3:00 P.M. in meeting room #4 of the community center concerning the timber and greensmowers for the golf course and any bills that may come up.

15. Adjournment: Motion Vojta seconded Camp that the meeting be adjourned. Approved. Meeting adjourned 11:13 P.M.

Town Clerk

Chairman

Supervisor #1

Supervisor #2

Supervisor #3

Supervisor #4