

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES TOWN BOARD MEETING: JUNE 13, 2016

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:30 P.M.
2. **Pledge of Allegiance**
3. **Roll Call, Establish A Quorum:** Tom Christensen, Ted Ritter, John Vojta, Jim Swenson, Doug Olson, Marion Janssen, Town Treasurer, Tom Martens, Town Clerk. There also 12 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on June 11, 2016 by 6:00 P.M..
5. **Approval of the Agenda:** Motion Vojta seconded Swenson that the agenda be approved in any order at the discretion of the chairman. By a voice vote Yes – 5, No – 0. Motion carried.
6. **Read and Approve Minutes of Past Meetings:** Motion Ritter seconded Vojta to dispense with the reading of the minutes and that the minutes of the May 9, 2016 town board meeting are approved as written. By a voice vote: Yes – 5, No – 0. Motion carried.
7. **Citizen's Comments:** Wally Geist said that he had heard that the ATV/UTV routes on the east side of town had been opened. He asked if they had been opened in Holiday Estates. There are no signs indicating that the town roads are ATV/UTV routes. Mr. Christensen said that Holiday Estates is land locked. The roads can be used by ATV's & UTV's, but they can go anywhere. Mr. Christensen added that there should be signs by each road. Bruce VanHoozen presented a letter to the town board dated June 13, 2016. Mr. VanHoozen stated that he was withdrawing the offer that he and his father had made to do 80 hours of free electrical work in the Red Brick Schoolhouse. He added that his civil rights had been violated when he was not invited to attend either the public works committee meeting or town board meeting to defend his character and product when the bid from his competitor had been accepted for the Veterans' Memorial lights even though his bid was \$600 lower than his competitor's. Mr. VanHoozen stated that by law, he was due the \$3,360 for the lighting, but that he would forgive the debt if the town chairman resigned immediately. Mr. VanHoozen stated that he wanted the matter discussed at an open town board meeting. Mr. Christensen said that it would be.
8. **Town Chairman Report and Concerns:** Mr. Christensen reported that Dale Mayo, Vilas County Trail Coordinator had checked some of the proposed ATV/UTV routes and that Birchwood Drive, Juve Road, Four Corner Lane, Muskellunge Creek Road and County Highway G had been opened. The Plum Lake town board will be discussing opening the portions of Kurtzwell Road and Birch Spring Road that are in Plum Lake at its town board meeting this week. Mr. Christensen also said that he is waiting for DOT approval of the crossing from Birchwood Drive onto the church property. Mr. Christensen also reported that the yard waste facility had been opened again due to the recent storm damage.
9. **Town Supervisors' Reports and Concerns:** Mr. Ritter asked that the committee chairman and the town clerk forward items for the town website from the beginning of the year so that he can fill in the blanks.

10. Town Clerk's Report and Concerns: Mr. Martens stated that he would have to start paying the golf course beer bills as soon as he receives them from the pro. Mr. Christensen stated that the board had already approved of the early payment last year. Mr. Martens also said that the board might have to amend the resolution allowing for malt beverages to be sold at the golf course since Ms. Rogers=Anderson would like to start selling wine. Mr. Martens will check with the Department of Revenue to see if wine can be sold on the golf course.

11. Town Treasurer's Report and Concerns: Balance General Account as of 5-31-2016: \$48,947.07 ; Room Tax Account \$15,984.80; Lakes Committee Account \$27,359.76; Lakes Committee CD \$15,624.58; Skateboard Park Fund \$2,843.47; Bike & Hike Trail \$28,916.56; First National Money Market \$278,939.43; Play Ground Equipment Fund \$4,396.52; Fire Department Restricted Acct \$11,937.75; Fireworks Donation Account \$3,790.25; Fire Dept. Vehicle/Equipment \$158,234.78; Community Development \$71,028.18; Golf Course Gen Acct \$57,856.19; Golf Course Money Market \$34,477.56; Awassa Trail Funds Savings \$7,214.92

12. Fire Chief's Report and Concerns: The fire chief's report will be a quarterly report in April, July, October & January.

13. Report of the Standing Committees:

- a. **Golf Course:** Mr. Christensen reported that improvements have been made to Mulligans. The new ice machine has been installed and the new building for it has been completed. The greens are all in good shape. The area around the shop has been cleaned up. Mr. Becker has sent pictures to the town board showing the work. The pro shop internet is now through Frontier. There was only a little storm damage from last Friday's storm.
- b. **Public Works:** Mr. Vojta noted that the yard waste facility would be open from June 13th to June 20th due to Friday's storm. It appears that a deep vibrating plow will cut the roots along the bike & hike trail. Pitlik & Wick will use their roller to flatten the blacktop back out. The cost should be between \$3,000 and \$4,000.
- c. **Finance:** Mr. Vojta stated that the committee's recommendation will be later in the agenda.

14. Report of the Special Town Committees:

- a. **Lakes Committee:** Chuck Thier reported that Little St. Germain is just about out of grant money. In the future, all of the costs will be coming out of the district property owners' pockets. The AIS is Lost Lake is not just near Stella Creek, but also near Lost Creek. The Lost Lake District will also be in need of money. Mr. Thier told the board that they will have to consider helping to fund the lakes in the near future. Mr. Ritter thought that there would need to be a plan as to how the money that currently is in the Lakes Account should be divided. All of the lakes but Alma-Moon have applied for clean water grants. The boat landings will be monitored. The trailer with AIS information has been updated. Tom Schwartz, treasurer of the Little St. Germain District handed out a spreadsheet also showing how the district is going to be in need of funds in the very near future.
- b. **Non-Motorized Trail Committee:** Mr. Swenson noted that the Fun Run will be on July 3rd. The work station has been completed. The bike trail has been mowed.
- c. **Zoning:** Mr. Ritter noted that the Planning & Zoning Committee had approved the conditional use permit for Northwoods Storage of St. Germain for mini storage buildings. The conditions are that Mr. Marion needs to construct a 6' x 150' privacy fence 15ft from the north line of his property;

any lights must be faced away from the neighbor to the north. The drainage plan that was submitted by Mr. Marion appeared to take care of any drainage problems. Mr. Ritter also noted that the St. Germain Zoning map needed to be updated. Since it had not been updated since 2005, Vilas County basically has to start over. The cost could be up to \$500. .

15. Discussion /Action Items:

- a. Payment of Bills:** Motion Olson seconded Vojta that general account checks 24281-24319, golf course account checks 15113-15156, and payroll checks DD507-DD629 be approved along the following extra bills: St. Germain Sentry Foods \$22.50—soda for Earth Day kids; Quill \$134.57—treasurer supplies. By a voice vote: Yes – 5; No – 0. Motion carried.
- b. Non-Motorized Trail Committee Land Survey Recommendation:** Mr. Swenson presented three bids for surveying the boundaries for the town property up to Half Mile Road. Eagle Landmark Surveying \$3,400; Maines & Associates \$4,100; REI \$13,000. Mr. Swenson noted that the committee recommended using Maines & Associates. After reviewing the bids, the board decided that Eagle Landmark Surveying had submitted a bid closest to what had been asked for in the notice. Motion Swenson seconded Ritter that the town board accepts the bid from Eagle Landmark Surveying for \$3,400. By a voice vote: Yes – 5; No – 0. Motion carried.
- c. Chamber’s request for Town Board Support at Grand Openings:** There was no discussion.
- d. New Building request from the Chamber of Commerce:** Mr. Christensen noted that the town board had considered having the new chamber building be built on the opposite side of STH70 as it is now. The chamber has requested that it stay on side where it is now. Mr. Christensen stated that he had talked to attorney Steve Garbowicz. Since the building will be on town property, the town has to seek the bids, borrow the money and build the building. All of the paperwork has to be done ahead of time, and there needs to be elector approval. The chamber would make all of the payments. There would be 3 offices, a meeting room, bathrooms, and an area open 24 hours a day so that tourists could pick up information. The chamber would like to have the foundation in before winter. Mr. Ritter asked if the chamber supported the building. Penny Wiesmann from the chamber stated that 80% of the responses to a survey from the chamber members were in favor of the building. Mr. Ritter asked how many surveys had been sent out and returned. Ms. Wiesmann stated that about 220 had been sent out and that about 35 had been returned. Mr. Ritter said that seemed to hardly be a majority of the chamber members. He was not sure that the chamber supported the building and was concerned that the chamber might end up losing members over the building. Mr. Christensen didn’t think that would be the case. Motion Christensen seconded Olson that the town board go forward with the Chamber of Commerce board towards the end goal of a new chamber office building on the same corner with the chamber paying for the project with zero cost to the taxpayers with all of the information on the table. By a voice vote: Yes – 5; No – 0. Motion carried.
- e. Approval of Liquor, Beer, Cigarette and Operator Licenses:** Motion Christensen seconded Vojta that the liquor, beer, cigarette and bartender licenses for 2016-2017 be approved as presented by the clerk and that if the applications for Red Canoe & DJ’s are received by June 16th that they be published and approved. By a voice vote: Yes – 5; No – 0. Motion carried.
- f. Grant the Town Clerk Authority to Approve Picnic Beer Licenses and Bartender Licenses:** Motion Vojta seconded Swenson that the town clerk be authorized to approve temporary Class B (Picnic Licenses) licenses and bartender licenses without town board approval subject to a satisfactory background check. By a voice vote: Yes – 5; No – 0. Motion carried.

- g. Extend Hours in Park for Independence Day Celebration:** Motion Christensen seconded Swenson that the hours for the park be extended to midnight on July 3, 2016 for the Independence Day Celebration. By a voice vote: Yes – 5; No – 0. Motion carried.
 - h. Vacate Part of Dollar Road:** Mr. Ritter stated that Mr. Vant would like the town board to vacate a portion Dollar road in tax parcel 24-837 that had not been vacated when the portion through his property had been vacated. Mr. Ritter stated that he was not sure about the exact legal description of the property. Mr. Ritter handed out a list of things that according to the WTA needed to be done in order to vacate the road. Motion Ritter seconded Christensen that the town board continue moving forward with the vacation of the road and that Mr. Vant be informed of the progress. By a voice vote: Yes – 5; No – 0. Motion carried.
 - i. Plan Commission – First review of the Ordinance:** There was no discussion.
 - j. Review of Non Zoning Ordinances on the Books:** There was no discussion.
 - k. Paving Roads – Review recommendations from the Public Works and Finance Committees concerning repaving several Town roads:** Motion Vojta seconded Olson to enter into an agreement with Pitlik & Wick for road work (Half Mile Road, thin lift overlay; Lost Lake Drive North, Vandervort Road, Hemlock Lane & Hemlock Lane spur, Hemlock Road, all reconstruct) at a cost of \$493,242.40, pending approval of the financing. By a voice vote: Yes – 5; No – 0. Motion carried. Motion Christensen seconded Ritter that the town board seek bids for a five-year note for \$500,000 with no prepayment penalty, interest only payments for 2017, with the closing on the note to be on October 1, 2016. And that sealed bids be sent to P.O. Box 7, St. Germain, WI 54558 to be received no later than 5:00 P.M. July 1, 2016. Questions should be directed to supervisor John Vojta, 715-614-3611. By a voice vote: Yes – 5; No – 0. Motion carried.
 - l. Independence Day Committee Report and approval of budget for the day:** Motion Swenson seconded Christensen that the town portion of the Independence Day celebration in the amount of \$2,325 be approved with the funds being taken from the Room Tax Account. . By a voice vote: Yes – 4; No – 1. Motion carried
 - m. Budget Adjustments for the Golf Course:** There was no discussion.
 - n. Appoint a Board of Appeals:** Motion Christensen seconded Ritter that John Vojta(chairman), Jim Swenson, Tom Christensen, Jon Strom, and Nancy Ann Miller be nominated to the Board of Appeals. By a voice vote: Yes – 5; No – 0. Motion carried.
 - o. Appointments for the Emergency Preparedness Plan:** There was no discussion. Motion Vojta second Olson that items 15c, 15i, 15j, 15m, & 15o, from tonight’s agenda be placed on the agenda for the July 11, 2016 town board meeting. By a voice vote: Yes – 5; No – 0. Motion carried.
- 16. What Items From This Meeting Need To Be On The Website?** Mr. Christensen suggested that the new board of appeals members be added to the website.
- 17. Next Regular Town Board Meeting Date:** The next regular town board meeting will be held on Monday, July 11, 2016 at 6:30 P.M. in meeting room #4 of the Community Center.

18. Closed Session-- Adjourn to closed session in accordance with Chapter 19, Sub Chapter IV of the State Statutes for the purpose of discussing changes to the contract with Legacy Construction for the installation of culverts located on Big St. Germain Drive and Old County Highway C, in accordance with the exemptions as noted in Section 19.85 (1) (e)

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Motion Christensen seconded Vojta that the meeting be adjourned into closed session at 8:58 P.M. By a roll call vote: Vojta – Yes; Olson – Yes; Swenson – Yes; Ritter – Yes; Christensen – Yes. Motion carried.

19. Reconvene to Open Session – Reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session: Motion Vojta seconded Ritter that the meeting be reconvened into open session 9:13 P.M. By a roll call vote: Vojta – Yes; Olson – Yes; Swenson – Yes; Ritter – Yes; Christensen – Yes. Motion carried.

20. Adjourn: Motion Olson seconded Swenson that the meeting be adjourned. By a voice vote Yes -5, No -0. Motion carried. Meeting adjourned 9:15 P.M.

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor