

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK
P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES TOWN BOARD MEETING: NOVEMBER 14, 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, Tom Martens, Town Clerk, Marion Janssen, Town Treasurer. There also 5 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on November 12, 2016 before 6:30 P.M...
5. **Approval of the Agenda:** Motion Swenson seconded Vojta 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 Olson to dispense with the reading of the minutes and that the minutes of the October 10, 2016, October 12, 2016 and the October 25, 2016 town board meetings. By a voice vote: Yes – 5, No – 0. Motion carried.
7. **Citizen's Comments:** Bob Schell asked for copies of the letters concerning STH155. He would like to write to the DOT complaining about the condition of the road. Wally Geist asked if the ATV routes through town would be open this winter. Mr. Vojta said that they wouldn't be open because the town board pretty much promised that they would be closed during the winter at the public hearing this summer.
8. **Town Chairman Report and Concerns:** Mr. Christensen noted that the documents concerning the culvert on Big St. Germain Drive have been sent to the performance bond people.
9. **Town Supervisors' Reports and Concerns:** Mr. Vojta stated that he had received complaints that there was only one line at the general election and that the town clerk was not present at the election. Mr. Martens explained that the election is run by the election board. In fact, when the town clerk's name is on the ballot, the clerk is not supposed to be at the election at all. Mr. Martens will check to see what some of the other towns do. It would be difficult to have two lines since the voters need to sign the poll book, and receive a number.
10. **Town Clerk's Report and Concerns:** There were none.
11. **Town Treasurer's Report and Concerns:** Balance General Account as of 10-31-2016: \$133,356 43 ; Room Tax Account \$98,815.41; Lakes Committee Account \$27,295.38; Lakes Committee CD \$15,634 28; Skateboard Park Fund \$2,844.31; Bike & Hike Trail \$24,635 04; First National Money Market \$154,073.84; Play Ground Equipment Fund \$3,048.14; Fire Department Restricted Acct \$39,139.25; Fireworks Donation Account \$6,160.05; Fire Dept. Vehicle/Equipment \$46,015.85; Community Development \$63,383 29; Golf Course Gen Acct \$215,587 69; Golf Course Money Market \$54,493.75; Awassa Trail Funds Savings \$11,262 83.
12. **Report of the Standing Committees:**
 - a. **Golf Course:** Mr. Christensen reported that had met and gone over bills and worked on the budget for 2017.
 - b. **Public Works:** Mr. Vojta noted that Tim Ebert has been working with no help. A new fulltime employee will be starting on November 21, 2016 and an inmate from McNaughton has already started working.
 - c. **Planning & Zoning:** There was no report.
 - d. **Finance:** Mr. Vojta stated that the committee not met.
13. **Report of the Special Town Committees:**
 - a. **Lakes Committee:** There was no report.
 - b. **Non-Motorized Trail Committee:** There was no report.

14. Report from Lake Districts and Other Organizations: There were no reports.

15. Discussion /Action Items:

- a. Payment of Bills:** Motion Olson seconded Ritter that golf course account checks 15316-15344, general account checks 24502-24558, and direct deposit checks DD1000-DD1076 be approved along with one additional bill to Wisconsin Public Service--\$31.20—golf course electricity By a voice vote Yes – 5, No – 0. Motion carried.
- b. Review procedure for adopting “Code of Ordinances” and set dates for actions:** Motion Ritter seconded Christensen that the town board tentatively approves a resolution to adopt the Town of St. Germain Code of Ordinances and to formerly consider it at the December 12, 2016 town board meeting. By a voice vote Yes – 5, No – 0. Motion carried. The town clerk will publish a notice that the resolution will be adopted at the December 12, 2016 meeting. The town clerk will hold the code of ordinances for at least two weeks. The town board will then, at its January 9, 2017 meeting adopt the Code of Ordinances.
- c. Consider topics for public outreach (Constant Contact) and timing for sending messages:** Mr. Ritter presented a draft of a letter that he would like to send out for public outreach. It is possible that the town and other organizations could have a separate account from the Chamber of Commerce. Up to 500 emails cost \$204/year. Over 500 emails cost \$408/year. The board discussed whether or not it should approve of any messages that are placed on public outreach. People could be made aware of Constant Contact either by word of mouth or by an ad in the paper. Motion Vojta seconded Olson that the boards move forward with the draft of Mr. Ritter’s letter on Constant Contact with the addition of Mr. Christensen’s email address so that people can sign up. By a voice vote Yes – 5, No – 0. Motion carried.
- d. Review and Approve Town Roads that will be used as snowmobile routes for the 2016-2017 Snowmobile Season:** Motion Vojta seconded Olson that the list of town roads to be used as snowmobile routes for the 2016-2017 season be approved as presented. By a voice vote Yes – 5, No – 0. Motion carried.

16. What Items From This Meeting Need To Be On The Website? Mr. Ritter will put the list of snowmobile routes and a notice of the discussion concerning Constant Contact on the town website.

17. Next Regular Town Board Meeting Date – Monday, December 12, 2016 at 6:30pm: A budget workshop on Tuesday, November 15, 2016 at 5:00 P.M. and the Annual Budget and Special Elector meeting held on Tuesday, November 29, 2016 at 7:00 P.M. The elector meeting will follow immediately after the budget hearing.

18. Adjourn: Motion Vojta seconded Swenson that the meeting be adjourned. By a voice vote Yes – 5, No – 0. Motion carried. Meeting adjourned 7:32 P.M.

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor