

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK
P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES TOWN BOARD MEETING: MARCH 13, 2017

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 13 other people in attendance.
 4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on March 11, 2017 before 6:00 P.M.
 5. **Approval of the Agenda:** Motion Vojta seconded Olson 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 Swenson seconded Vojta to dispense with the reading of the minutes and that the minutes of the February 13, 2017, and February 28, 2017 town board meetings be approved. By a voice vote: Yes – 5, No – 0. Motion carried.
 7. **Citizen's Comments:** Bob Schell asked why the yard waste facility was closed today. Mr. Vojta stated that the site had been open because of the recent high winds, but that it had been closed this afternoon.
 8. **Town Chairman Report and Concerns:** Mr. Christensen reported that he has not heard anything more concerning the Big St. Germain Drive culvert. The road limits are not on yet.
 9. **Town Supervisors' Reports and Concerns:** Mr. Vojta thought that the town attorney should write a letter of circumstances concerning the Big St. Germain Drive culvert. Mr. Christensen said that since it was not on the agenda, the letter could not be approved tonight. Mr. Ritter asked what was going to be on the agenda for the Annual Elector Meeting in April. Mr. Christensen stated that the agenda is up to the people. The electors can bring up any lawful business from the floor. Mr. Ritter also asked that the special projects committee be changed to a sub-committee of the public works committee.
 10. **Town Clerk's Report and Concerns:** There were none.
1. **Town Treasurer's Report and Concerns:** . Balance General Account as of 02-28-2017: \$55,308.15; Room Tax Account \$3,810.26; Lakes Committee Account \$23,649.55; Lakes Committee CD\$15,643.52; Skateboard Park Fund \$2,844.78; Bike & Hike Trail \$24,437 55; First National Money Market \$216,059 67; Play Ground Equipment Fund \$3,048.65; Fire Department Restricted Acct \$6,467.68; Fireworks Donation Account \$6,196.06; Fire Dept.; Community Development \$97,963.78; Golf Course Gen Acct \$121,720 67; Golf Course Money Market \$54,511.67; Awassa Trail Funds Savings \$11,464.69
 2. **Report of the Standing Committees:**
 - a. **Golf Course:** Mr. Christensen reported that Mr. Becker has found that the greens are in good shape. Mr. Becker is also working on the plans for the work on the irrigation system. Ms. Rogers-Anderson has all of her employees in place. The carts and beverage cart are on order.
 - b. **Public Works:** Mr. Vojta reported that the road limit signs should be going up this Thursday and that the weight limits would be in effect on Friday. The public works committee will be meeting soon to discuss chip sealing for this summer. The committee would like MSA engineering to write a proposal for the chip sealing. Mr. Ritter noted that he had met with Mr. Vojta and Tim Ebert concerning the road limit exemption permit fees.
 - c. **Planning & Zoning:** Mr. Ritter stated the zoning, travelway and mobile home ordinances had been sent to Vilas County Zoning. As promised, Dawn Schmidt, Vilas County Zoning Administrator, had looked the ordinance over by March 1st. They will now be sent to the county corporate counsel and the county board. Mr. Ritter also noted that the new zoning maps are marked with a blue line to show the boundaries of the NR115 Shoreland Zone around lakes and rivers.

d. **Finance:** Mr. Vojta stated that the committee would meet in a month or two to discuss the carryover balance.

3. **Report of the Special Town Committees:**

a. **Lakes Committee:** Mr. Ritter noted that the committee had approved up to \$600 to be spent on ads in the St. Germain Business Directory. Mr. Vojta said that the Alma-Moon Lake District annual meeting would be on June 24, 2017.

b. **Non-Motorized Trail Committee:** Mr. Swenson reported that the plan was for another candlelight outing this summer. Ms. Janssen stated that there had been a donation of \$300 which is to be divided equally between the Bike & Hike Trail and Awassa Trails. Mr. Christensen noted that he had attended an ATV club meeting concerning the 50ft. strip of land. Towards the end of March or in April the board will walk the property.

4. **Report from Lake Districts and Other Organizations:** There were none.

5. **Discussion /Action Items:**

a. **Payment of Bills:** Motion Vojta seconded Olson that golf course account checks 15387-15401, general account checks 24717-24776 and direct deposit checks DD203-DD308 be approved along with the following extra bills: Hotsy Cleaning Systems \$100.00—supplies; Menards \$239.75—sand shed lights; DirecTv \$66.13—golf course TV. By a voice vote Yes – 5, No – 0. Motion carried.

b. **Change in Fire Department By-Laws Concerning Usage of the Meeting Room in the Firehouse:** Mr. Vojta stated that the Fire Department is looking at all of its By-Laws. Mr. Christensen will take the meeting room question off of the agenda until he is told that the By-Laws are ready.

c. **Vilas County Handheld Club request to use the Old Pavilion by Highway 70 including an Overnight Stay:** Motion Vojta seconded Olson to allow the Vilas County Amateur Radio Club use the old pavilion for its Field Day, overnight stay, from 11:00 A.M. on June 24, 2017 until 6:00 P.M. on June 25, 2017. . By a voice vote Yes – 5, No – 0. Motion carried. Mr. Vojta said that the Field Day should be booked through Lois Reudiger. Andy Falkenstern said that it had already been booked.

d. **Beaver Control Contract for the Coming Year:** Motion Vojta seconded Swenson to participate in the annual Vilas County Beaver Program through the Vilas County Highway Department at a cost of \$400. By a voice vote Yes – 5, No – 0. Motion carried.

e. **Animal Control Officer Procedure for Issuing Ordinance Violations:**

1. **Warning Tickets:** Mr. Ritter thought that the town should stop using the Vilas County warning tickets. He wants to order 3-part, carbonless tickets for the town.

2. **Follow-up Letters:** Don Baumann stated that he thought that a courtesy letter was a good idea and that he wanted to give people every opportunity before issuing a citation.

3. **Revised Instructions for Dog Licensing:** The dog licensing instructions have been updated.

4. **Flashing Amber Light for Car:** Mr. Ritter stated that he had stopped at the sheriff's department and was told that an amber light would be a good idea.

Motion Ritter seconded Swenson to adopt the warning ticket, the follow-up courtesy letter, and to purchase the amber light for the animal control officer's car as presented this evening. . By a voice vote Yes – 5, No – 0. Motion carried. Mr. Ritter added that the ordinance would not have to be amended since the steps adopted tonight would take place before the enforcement of the ordinance.

f. **First Review Updated Room Tax Ordinance:** Mr. Ritter stated that he had removed the room tax percentage from the ordinance. The room taxes would have to be paid no more than 45 days after the end of each calendar quarter. Mr. Ritter will check the statutes concerning the late fee interest rate and also try to find out about managing companies. If a legal action must be taken, would it be against the managing company or the property owner. A copy will be given to the Chamber of Commerce to look over.

g. **Acceptance of Outlot One from Lake Content, LLC:** Mr. Christensen stated that he had given the deed to Mr. Martens to file, but that he had not heard from Attorney Steve Garbowicz concerning a resolution to accept the property. Ms. Janssen asked if the town had been given a title policy for the property indicating that there was no mortgage.

- h. Approval to Sign Buyer Agreement for Fern Ridge Property:** Motion Olson seconded Swenson to authorize Mr. Christensen to sign the land purchase contract for the Fern Ridge Property. By a voice vote Yes – 5, No – 0. Motion carried. WisStat 24.11(3) states that all mineral rights are reserved by the State of Wisconsin.
- i. Red Brick/Community Center Timeline from Funktion Design Studio:** It was the consensus of the board to have the stakeholder meeting with Funktion Design Studio on Saturday, March 25, 2017. Mr. Christensen will notify Funktion and also get a schedule for the stakeholder times. Mr. Christensen also read a timeline from Funktion. The project should be completed by July 28, 2017.
- j. Request to add St. Germain Housing Authority onto Town Policy at Housing Authority Expense:** Motion Vojta seconded Swenson to add the Housing Authority Errors & Omissions insurance to the town’s insurance policy at a cost of \$500 that is to be reimbursed by the Housing Authority. . By a voice vote Yes – 5, No – 0. Motion carried. Mr. Ritter asked that the Housing Authority provide something to show ownership of the property. Marv Anderson stated that the insurance would be on the April agenda for the Housing Authority quarterly meeting. The town should get the bill for the insurance to Mr. Anderson.

6. What Items From This Meeting Need To Be On The Website? Mr. Ritter will decide what items to put on the website.

7. Next Regular Town Board Meeting Date – Monday, April 10, 2017, 6:30pm

8. Adjourn: Motion Swenson seconded Olson that the meeting be adjourned. By a voice vote Yes – 5, No – 0. Motion carried. Meeting adjourned 8:12 P.M.

Town Clerk

Chairman Supervisor Supervisor

Supervisor Supervisor