

# TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

[www.townofstgermain.org](http://www.townofstgermain.org)

## MINUTES TOWN BOARD MEETING: APRIL 17, 2017

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 4:00 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 16 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on April 15, 2017 before 3:30 P.M.
5. **Approval of the Agenda:** Motion Olson 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 Olson to dispense with the reading of the minutes and that the minutes of the March 13, 2017 town board meeting be approved. By a voice vote: Yes – 5, No – 0. Motion carried.
7. **Citizen's Comments:** Carolyn Ritter asked about the room tax agreement with the chamber of commerce. She questioned the disbursement of public funds by a private entity. She stated that there were other entities that could be used. Ms. Ritter also asked if the room tax dollars were being used only for chamber members. Ms. Ritter thought that people who are not members of the chamber of commerce should receive benefits from the room tax funds.
8. **Town Supervisors' Reports and Concerns:** Mr. Ritter noted that he had received an email from Lois Ruediger noting that she had received a complaint that a property at the intersection of Christmas Tree Lane and Cottage Drive West looked like a junk yard.
9. **Town Clerk's Report and Concerns:** Mr. Martens noted that the Board of Review should be added to the agenda for the May meeting. Also, Mr. Martens stated that he had given each newly elected official his/her oath of office to be filed.
10. **Town Treasurer's Report and Concerns:** . Balance General Account as of 03-31-2017: \$95,713.34 ; Room Tax Account \$11,100.21; Lakes Committee Account \$23,055.55; Lakes Committee CD \$15,645.92; Skateboard Park Fund \$2,844.90; Bike & Hike Trail \$11,520.17; First National Money Market \$141 ,081. 34; Play Ground Equipment Fund \$3,048 78; Fire Department Restricted Acct \$6,467 95; Fireworks Donation Account \$6,196 32; Fire Dept.; Community Development \$97,967 94; Golf Course Gen Acct \$97,559.23; Golf Course Money Market \$54,516.30; Awassa Trail Funds Savings \$11,441.20
11. **Fire Chief's Report:** Fire Chief Tim Gebhardt was not present.
12. **Report of the Standing Committees:**
  - a. **Golf Course:** Mr. Christensen reported that the front nine would be opening on Wednesday. The driving range already has been open. Irrigation work will be beginning this week. Mr. Christensen also showed the rest of the board books that Mr. Becker and Ms. Rogers had made showing scenes from the golf course for the past few years.
  - b. **Public Works:** Mr. Vojta reported that the road limits came off today. The yard waste facility is open from now through Memorial Day. The town crew is working on getting trees from the last storm off of the town roads. Once that is complete, they will remove the trees from the bike & hike trail. All of the trees will hopefully be removed within the next two weeks.
  - c. **Zoning:** Mr. Ritter stated the committee is still waiting for approval from Vilas County on the three ordinances. There was no meeting in March..
  - d. **Finance:** Mr. Vojta stated that the committee would meet in a month or two to discuss the carryover balance.

### 13. Report of the Special Town Committees:

- a. **Lakes Committee:** Mr. Ritter stated that the committee would be discussing three items at its next meeting.
- b. **Non-Motorized Trail Committee:** Mr. Swenson reported that the committee was working on extending the bike & hike trail through to Half Mile Road. The 50 ft. strip has been marked for the bike & hike trail (blue markers) and the ATV/UTV trail (red markers). Mr. Christensen noted that the ATV/UTV trail on the 50 ft. strip has been added to the agenda for the special meeting tomorrow night. Mr. Christensen posted a revised agenda before 4:00 P.M. today.

**14. Report from Lake Districts and Other Organizations:** Mr. Ritter reported that the Lost Lake District had a contentious meeting with the DNR. The DNR doesn't want to issue a permit to try to control the Curly Pond Leaf weeds in front of Gabes, an area of 20 to 30 acres. By the end of the meeting, it appeared that the DNR probably would issue the permit.

### 15. Discussion /Action Items:

- a. **Payment of Bills:** Motion Swenson seconded Olson that golf course account checks 15402-15426, general account checks 24779-24839 and direct deposit checks DD309-DD424 be approved along with the following extra bill: EMC Insurance \$15,077.26—balance of town insurance, workmen's' comp and housing authority liability. By a voice vote Yes – 5, No – 0. Motion carried.
- b. **Town Chairman's Report:**
  1. **Big St. Germain Culvert Update:** Mr. Christensen reported that the DNR looked at the culvert last week and said that the culvert needs to go where it is now. Legacy will have to install the culvert the way that MSA Engineering had proposed. The water will have to be diverted during the installation. Copies of all documents are also being forwarded to the bond company. Legacy either needs to install the culvert according to the MSA proposal or the bond company will have to step in.
  2. **Fern Ridge Property Purchase Update:** The paperwork for the purchase has been sent to attorney Steve Garbowicz. The closing will be at Vilas Title Company in about two weeks. Mr. Christensen will let Mr. Martens know what the check amount should be.
  3. **Lease Agreement between the Town and Chamber of Commerce for Their New Building Update:** The lease agreement has been forwarded to the town's attorney for review.
  4. **Ambulance Service Update:** Mr. Christensen noted that he has not heard anything from the Plum Lake town board. Mr. Christensen and fire chief Tim Gebhardt have been working on looking at all options including having an ambulance for St. Germain, although the ambulance with Plum Lake is still on the table.
- c. **Resolution to Create Position of Animal Control Officer:** Motion Ritter seconded Swenson that Resolution SG17-04-01, a resolution to create the position of St. Germain Animal Control Officer be approved as presented. By a voice vote: Yes – 5; No – 0. Motion carried. The animal control officer position will be an appointed position. The appointment will be an annual appointment which expired on the Monday before the third Tuesday in April at 11:59 P.M.
- d. **Outgoing Town Constable's Report:** Don Baumann reported that there had been 64 dog calls in 2016. He already has had 7 calls so far this year. The new animal control ordinance has been in effect since April 1, 2017.
- e. **Second Review of the Revised Room Tax Ordinance:** Ms. Janssen noted that her biggest concern in collecting room tax is with the property management companies. Mr. Swenson thought that copies of any delinquencies should also be sent to the property owners. Ms. Janssen quoted the revised ordinance stating that she can either seek a judgement through the court or assess the delinquent room tax on the property owner's property tax bill. Motion Christensen seconded Vojta to send the proposed revised Accommodation Tax Ordinance to attorney Steve Garbowicz for review. By a voice vote: Yes – 5; No – 0. Motion carried.
- f. **First Review of the Town/Chamber Room Tax Contract:** Mr. Christensen noted that the current contract is between the Chamber of Commerce and the St. Germain Room Tax Commission. Mr. Christensen also noted that if the 75% of the room tax collections are only paid to one entity for promotion, the room tax commission is not necessary. Also, the current agreement could be changed by the commission without town board approval. Mr. Ritter noted that the room tax is a town tax and that the town board has the responsibility of watching over how

it is spent. All lodging establishments in St. Germain must collect room tax, whether they are chamber members or not. Mr. Ritter believes that the room tax dollars must be spent so that all lodging businesses benefit and not just chamber members. Carolyn Ritter stated that currently, non-chamber members are not listed in any booklets and that the dollars should be benefit everyone. Ms. Ritter asked Penny Wiesmann from the chamber if any non-chamber members have ever sent any brochures along to any of the shows. Ms. Wiesmann stated no non-chamber members have ever asked to send any. Ms. Wiesmann also noted that no room tax dollars are spent on Pig in the Pines or on the Vacation Guide. Room Tax dollars are spent on advertising. The room tax commission receives a quarterly report. There have been no complaints. Ms. Janssen thought that the agreement with the chamber should mirror the ordinance and that the ordinance should mirror State Statutes. The contract with the Chamber of Commerce will be on the agenda again next month.

- g. First Review of the Seasonal Road Weight Limits Ordinance:** Mr. Ritter noted that if a customer is out of propane or if WPS need to restore power, the trucks are exempt from road weight limits. The State Statutes don't allow for per trip permit fees. The statutes do allow for annual permit fees. The hauler would get an annual permit and would be required to charge \$50 for each delivery. The \$50 fee would come to the town. Mr. Christensen questioned section 4.05(b) of the proposed ordinance. Mr. Olson asked for a change in wording in section 4.03. The consensus of the board was to add tow vehicles to the list of emergency exempt vehicles. Motion Christensen seconded Olson that Mr. Ritter should forward the proposed Seasonal Road Weight Limits Ordinance to attorney Steve Garbowicz for review after the changes made tonight are completed. By a voice vote: Yes – 5; No – 0. Motion carried
- h. Consider Publishing Code of Ordinance Notice for Chapters 1, 2, 3, 4 & 12 for Adoption at May Town Board Meeting:** Mr. Ritter asked that item h be skipped.
- i. Approve ATV/UTV Usage on Town Property from Juve Road to Hwy 155 on Snowmobile Trail:** Motion Vojta seconded Olson to approve ATV/UTV usage on the snowmobile trail from the Juve Road along Forest Lane through the yard waste facility to Hwy. 155 through the Fern Ridge property, after ownership by the town, and that the ATV/UTV Club will install chevrons along the clay pad at the yard waste facility and the town will modify the gate to allow ATV's/UTV's to pass. By a voice vote: Yes – 5; No – 0. Motion carried
- j. Approve Funds for Preliminary Drawings for an Additional Bathroom in the Community Area:** Motion Swenson seconded Vojta to contract with M. Scott Drawings and Design, not to exceed \$2,000, for a proposed bathroom facility at the St. Germain town park with the funds coming from the community development account. By a voice vote: Yes – 4; No – 0. Motion carried. Mr. Ritter abstained. Mr. Ritter questioned whether or not plans for a bathroom facility qualified for room tax dollars.
- k. Recap the Saturday April 1, 2017 Meeting with Funktion Studies Concerning the Red Brick Schoolhouse / Community Center Buildings:** Mr. Christensen noted that he had not posted the meeting with Funktion, so three of the board members did not stay for the meeting. Both Mr. Christensen and Mr. Ritter felt that the meeting was very productive. Funktion would like to meet with the town board at its regular meetings in May, June and July.
- l. Set Up Extra Meetings for the Months of May, June & July:** Special town board meetings are scheduled for Wednesday, May 17, 2017 at 6:30 P.M.; Wednesday, June 21, 2017 at 6:30 P.M.; and July 19, 2017 at 6:30 P.M. All of the meetings will be in meeting room #4 of the community center.

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

**17. Next Regular Town Board Meeting Date – Monday, May 8, 2017, 6:30pm**

**18. Adjourn:** Motion Christensen seconded Olson that the meeting be adjourned. By a voice vote Yes – 5, No – 0. Motion carried. Meeting adjourned 6:31 P.M.

---

Town Clerk

---

Chairman

---

Supervisor

---

Supervisor

---

Supervisor

Supervisor