

OFFICE OF THE CLERK  
P.O. BOX 7  
ST. GERMAIN, WISCONSIN 54558  
[www.townofstgermain.org](http://www.townofstgermain.org)

**MINUTES TOWN BOARD MEETING: JANUARY 8, 2018**

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:32 P.M.
2. **Pledge of Allegiance**
3. **Roll Call, Establish A Quorum:** Tom Christensen, John Vojta, Ted Ritter, Jim Swenson, Doug Olson, Tom Martens, Town Clerk. Marion Janssen, town treasurer was absent. Mr. Vojta left the meeting after item #11f. There were also 15 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on January 6, 2018 before 6:00 P.M.
5. **Approval of the Agenda:** Motion Swenson 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 Ritter seconded Olson to dispense with the reading of the minutes and that the minutes of the November 13, 2017, November 15, 2017, December 11, 2017 and December 20, 2017 town board meetings are approved. By a voice vote: Yes – 5, No – 0. Motion carried.
7. **Citizen's Comments – Citizens are encouraged to share their concerns and ideas with the Board. Please limit your comments to five minutes or less:** Tim Clark asked if he could ask questions concerning item 11b2 of the agenda. Mr. Christensen said that Mr. Clark should wait until that item is discussed.
8. **Report of the Standing Committees:**
  - a. **Zoning:** Mr. Ritter noted that the committee would be meeting on Wednesday. One of the agenda items is a public hearing for a conditional use permit
  - b. **Finance:** Mr. Christensen noted that the committee had not met, but that he hoped to have a meeting sometime in February to decide whether or not any loan payments could be made early.
9. **Report of the Special Town Committees:**
  - a. **Lakes Committee:** Mr. Ritter had nothing to report.
  - b. **Non-Motorized Trail Committee:** Mr. Swenson stated that the Fat Bike Trail and Ski Trail had been groomed. The candlelight event will be coming up on February 10, 2018. Both Mr. Swenson and Mr. Ritter thought that they would be able to attend a Headwaters Trail meeting.
10. **Report from Lake Districts and Other Organizations:** Mr. Ritter noted that the Lost Lake District had approved spending \$30,000 for Curly Leaf Pond control again this summer.
11. **Discussion /Action Items:**
  - a. **Payment of Bills:** Motion Swenson seconded Vojta that golf course account checks 15715-15735, general account checks 25192-25290 and direct deposit checks DD1113-DD1209 be approved along with the following bills: Quill.com \$98.56—W-2 forms; Eagle Waste \$169.58—town dumpsters; Hicks Enterprises \$602.65—214.7 gal #2 diesel fuel; Airgas \$131.10—tank rental; Gard Specialists \$241.53—ST30173; Aramark \$97.10—shop rags. 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 Legacy has started paying some of its bills. Mr. Christensen has received a letter from Mr. Simonson from the DNR stating that the installation of the culvert has been approved and that the town needs to do nothing further. Pitlik & Wick submitted the lowest bid to repair the blacktop near both the Big St. Germain Drive and Old Hwy. C culverts. Mr. Christensen will contact the Vilas County Highway Commissioner to see what is needed to get the county 50% reimbursement for the culverts.

2. **Ambulance Service for St. Germain Starting in the Summer of 2018 – Review of Program Costs:** Mr. Christensen thought that the ambulance service would start sometime between June and August of this year. Tim Gebhardt thought that it might be in May. Mr. Christensen added that the projected income for a half of the year is \$76,000. Tim Clark noted that the highest full year income for the Plum Lake ambulance was \$74,000. The estimated expenses for the half year are \$109,500, however, the \$30,000 for equipment might not be needed. Mr. Christensen thanked the fire association for all of the work that has been done concerning the ambulance. Roger Weber asked if he would have to pay if he needed the ambulance. Mr. Christensen said that as of right now, there would not be a charge to Mr. Weber. Any charges would be through insurance. Mr. Clark said that as long as an ambulance made 70% of its calls, there usually are no charges. Most patients are transported to Howard Young Hospital. Mr. Ritter asked if he should put something about the ambulance on the internet.
  
  3. **Ambulance Contract with the Town of Plum Lake:** Mr. Christensen reported that the contract with Plum Lake is not quite finished. The delay is that the insurance coverages for St. Germain and Plum Lake differ. Mr. Christensen will attend the next Plum Lake town board meeting to see if the two towns can agree. Jon Strom is the insurance agent for both towns. The contract will be effective January 1, 2018.
  
  4. **Red Brick School / Community Center Update and Meeting Schedule:** Mr. Christensen reported that there is a meeting tentatively scheduled with Funktion Design Studio for Monday, January 15, 2018. The time has not been set. HVAC people will also be in attendance.
  
  5. **Fireworks Contract Bid for 2018:** Mr. Christensen has not had time to work on the bids for the 2018 fireworks. The contract will be on the February agenda.
- c. **Public Works Report by John Vojta Truck**
1. **Update - New Freightliner Continuing Problems & International Engine Replacement:** Mr. Vojta reported that Tim Ebert has been having trouble with the “service engine” lights coming on while he is plowing or hauling with the new Freightliner Truck. At first nothing was happening, but, now, the truck is degenerating and losing power. Truck Country is going to try to replace a wire harness to see if that might be causing the problem. The International Truck has been taken to Mid-State in Marshfield. It needs a new engine. A long block has been found in Canada. Some of the work should be under warrantee since some of the parts had just been replaced.
  
  2. **Snowplowing Coverage while Trucks are down:** Mr. Vojta said that the plowing in the subdivisions will be done with the 1-Ton Truck. The Front End Loader will be used on Nathan Gebhardt’s route. If there is a heavy snow, there might be some delays.
  
  3. **New Community Park Bathroom Update:** Mr. Vojta stated that he had a call in to the architect to schedule a meeting with him. Allowances could be put into the quote for the fixtures. The new bathroom would be near the skateboard park. There would also be picnic tables set up in the area.
- d. **Treasurer’s Report:**
1. **Bank Balances:** Mr. Christensen read Ms. Janssen’s report. Balance General Account as of 12-31-2017: \$ 158,425.54; Room Tax Account \$72,563.85; Lakes Committee Account \$15,685.96; Lakes Committee CD \$15,692.87; Skateboard Park Fund \$2,845.96; Bike & Hike Trail \$28,355.81; mBank Money Market \$2,755,412.12; Playground Equipment Fund \$3,049.93; Public Works Equipment Fund \$60,005.26; Fire Department Restricted Account \$7,550.64; Fireworks Donation Account \$2,648.83; Community Development Account \$24,737.44; Golf Course General Account \$81,563.07; Awassa Trail Fund Savings \$12,009.42.
  
  2. **2018 Tax Collection:** Mr. Christensen stated that Ms. Janssen has reported that she has collected a little over \$3,000,000 in taxes.
- e. **Fire Chief Report:**
1. **Year Ending 2017 Report:** Tim Gebhardt reported that there had been 278 calls with about 2,127 employee hours for 2017. There were 196 rescue, 11 snowmobile, 1 ATV, 49 fire, 8 mutual aid 13 accidents, and several storm calls. Since the attendance is higher than in past years, the payroll is also higher.
  
  2. **Update on Ambulance Service Update:** The ambulance service update was given in item 11b(2) above.

- f. **New Employee Position at Fire Department – St. Germain Fire Department Administrative Assistant.:** Tim Gebhardt stated that the administrative assistant position had been posted for two weeks at the fire department. Tim Clark asked why the position had not been publically posted. Mr. Gebhardt stated that he was hoping to fill the position from within. Mr. Christensen argeed. Jason Hyczyk is interested in the position. Motion Christensen seconded Olson that the town board approve of the posting of the fire department administrative assistant position for approximately 20 hrs./week at \$15-\$19 per hour with the requirement that the applicant has five years’ experience as a fire fighter, five working years’ experience at a level of EMTB or higher, a working knowledge of WARDS with the duties as laid out by the chief. By a voice vote: Yes – 5, No – 0. Motion carried.
  
- g. **Review Draft of Credit Card Resolution, Policy and Employee/Elected Official Usage Agreement:** The consensus of the board was that the golf course pro and superintendent would have a \$2,000 credit limit; the public works foreman would have a \$1,000 credit limit; the clerk and chairman would each have a \$1,000 credit limit; the fire chief would be added with the \$2,000 credit limit. There would be six cards. Each one would receive its own statement. Mr. Martens asked that there be a summary statement sent to him. Mr. Ritter will have a final draft of the resolution and policy for the February meeting.
  
- h. **Approve Class A Combination Fermented Malt Beverage & Intoxicating Liquor License for Dolgencorp, LLC, Debra Jopek, Agent, Dollar General Store #18255:** Motion Swenson seconded Olson that a Class A Combination Intoxicating Liquor and Fermented Malt Beverage License be granted to Dolgencorp, Debra Jopek, agent, for the Dollar General Store #18255 at 8020 Hwy. 70E, T40N R8E. By a voice vote: Yes – 4, No – 0. Motion carried
  
- i. **Room Tax Budget for 2018:** Mr. Christensen read the room tax budget that Ms. Janssen had prepared. Most of the categories were the same as for 2017. Motion Ritter seconded Olson that the room tax budget for 2018 be approved as presented. By a voice vote: Yes – 4, No – 0. Motion carried.
  
- j. **Carryover Amount for the 2018 Town Budget and any Adjustments:** The carryover amounts will be added to the agenda for the February meeting.

**12. Next Regular Town Board Meeting Date – Monday, February 12, 2018, 6:30pm, Community Center: .**

**13. Adjourn:** Motion Olson seconded Swenson that the meeting be adjourned. By a voice vote Yes – 4, No – 0. Motion carried. Meeting adjourned 8:12 P.M.

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Town Clerk

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Chairman

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Supervisor

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Supervisor

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