

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES SPECIAL TOWN BOARD MEETING: JANUARY 29, 2018

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, John Vojta, Ted Ritter, Jim Swenson, Doug Olson, Marion Janssen, Town Treasurer, Tom Martens, Town Clerk, Melody Hamlin from Funktion Design Studios There also 18 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 27, 2018 before 3:30 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. **Citizen's Comments - Citizens are encouraged to share their concerns and ideas with the Board. Please limit your comments to five minutes or less.** There were none.
7. **Discussion /Action Items:**
 - a. **Payment of Bills:** Motion Vojta seconded Olson that the following bills be paid: Timber Restaurants LLC \$1,250.00—March pro shop rent; St. Germain Post Office \$200.00—clerk stamps; Property tax refunds totaling \$584.09; Quill \$61.46—clerk & treasurer supplies. By a voice vote: Yes – 5, No – 0. Motion carried.
 - b. **Continuing Discussion and update of the Red Brick/Community Center Replacement Project:**
 1. **Discussion of the Interior Layout of the New Building:** Ms. Hamlin handed out a proposed layout for the interior of the building. The town hall portion of the building was colored in green. It would be on the south end of the building. The mechanical and restroom portion of the building was colored in orange and was located in the center of the building. The community portion of the building was colored in yellow and was on the north end of the building. The interior layout is posted on the town's website. Lois Reudiger asked if there was a second exit from the community room. Mr. Vojta asked that an overhead garage door be placed in the northwest corner of the community room so that lifts could be driven in for changing lights, etc. Jack Bourgeois asked if an acoustical engineer was going to be hired to work on the sound system and the acoustics for the community room. It was the consensus of the board that an acoustic engineer be hired at the start of the project rather than waiting until the end. Ms. Hamlin explained that there could be future expansion to the building to the west, the south and to the east. However, it would be a tight area for any expansion. Sherry Stecker asked about the flooring. Ms. Hamlin stated that the flooring in the exercise room would be rubberized. The flooring the remaining portions of the building would vary. The community room would be luxury vinyl with the wood planking look. Don Bauman asked about a movable wall between the Prime Timers room and either room A or room B. Ms. Hamlin stated that it would not be cost effective to have a movable wall between those rooms. A movable wall would work to divide the Prime Timer room in half. The Prime Timers room could be used by other groups. Ms. Reudiger stated that when she schedules other groups in that room, she notifies the Prime Timers. Ms. Reudiger asked about the security system. Ms. Hamlin stated that the security system would be by a card or a code that could be punched in. Ms. Hamlin also handed out a HVAC plan. There are several zones. There would be roof top units, but they would be on grade, rather than on the roof. The entire would be set at a certain temperature. The individual thermostats could be raised or lowered a few degrees. The system will be remotely controlled. The interior layout diagram and the HVAC diagram are posted on the town's website.
 2. **Discussion of the Exterior of the New Building:** Ms. Hamlin handed out a sketch of the exterior of the building. The main entrance would be off of Hwy. 155 onto School Road. The exterior would be mainly horizontal, lapped, hardboard siding. There would be portions of vertical siding for contrast. The lower portion of the walls would be stone. The roof would be metal. The proposed roof color is green and the walls a darker brown. It might be necessary for the town to vacate School Road in order to make the plan work. The sketch of the exterior of the building is posted on the town's website.

3. **Discussion of the Projected Costs of the New Building Project:** Ms. Hamlin handed out a spreadsheet with a breakdown of the projected costs for each portion of the project. The total cost of the complete project is just under \$4,000,000. The area has been reduced to 15,100 square feet. The cost of the completed project would be about \$264.90 per square foot. The building will hold up to 583 occupants. The community portion of the building would be classified Assembly A-3 and the town hall portion of the building would be classified as Business B. Ms. Hamlin stated that Funktion is working on being able to use a conventional septic system rather than a holding tank. The spreadsheet with the projected costs is posted on the town's website.

4. **Discussion of Maintaining the Present Community Center until after Construction of the New Building:** Ms. Hamlin noted that the Red Brick Schoolhouse would be demolished first. The present community center would be used as long as possible until the town could move into the new building. Once the town has moved into the new building, the community center would be demolished and a parking lot would be constructed. In order to make the new building fit between the community center and School Road, School Road might have to be vacated.

5. **Discussion of the Meeting Necessary for Approval of the Demolition of the Red Brick Schoolhouse and the Community Center:** Mr. Christensen thought that there would be informational meetings in February. However, it was the consensus of the board that the elector meeting to discuss the demolition of the Red Brick Schoolhouse and the community center should be in May, rather than at the Annual Elector Meeting that will be held on the third Tuesday in April. Informational meetings would then be scheduled for later in April or early May.

6. **Discussion of the Meeting Necessary for the Approval of the Construction of the New Community Center:** Same as the discussion for item #5.

7. **Discussion of the Meeting Necessary for the Approval to Borrow Money for the New Building Project:** Mr. Christensen had prepared a spreadsheet showing the financing cost for a \$4,000,000 loan at 3% for 12 years. The cost each year would be about \$400,000. The tax increase for a \$100,000 home would be about \$58.87 per year. If the loan were extended out for 20 years, it could be possible to construct the building with no tax increase at all. When it is time for a new patrol truck and fire truck, or more extensive roadwork, the tax levy would have to increase, however. Both Mr. Christensen and Mr. Ritter added that the new building is not intended to generate income. The financing would also be discussed at the May elector meeting. Mr. Christensen's loan information is posted on the town's website.

8. **Next Town Board Meeting Date – Regular Town Board Meeting, February 12, 2018:** Mr. Ritter asked that a discussion of how to get the information out to the people be placed on the agenda for the February meeting.

9. **Adjourn:** Motion Vojta seconded Olson that the meeting be adjourned. By a voice vote Yes –5, No – 0. Motion carried. Meeting adjourned 6:12 P.M.

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor