

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK
P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES SPECIAL TOWN BOARD MEETING: APRIL 19, 2018

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 5:00 P.M.
2. **Pledge of Allegiance**
3. **Roll Call, Establish A Quorum:** Tom Christensen, Brian Cooper, Ted Ritter, Jim Swenson, Doug Olson, Marion Janssen, Town Treasurer, Tom Martens, Town Clerk. There also 8 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 18, 2018 before 5:00 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. **Citizen's Comments - Citizens are encouraged to share their concerns and ideas with the Board. Please limit your comments to five minutes or less.** Mr. Christensen noted that State Senator Tom Tiffany was promoting meetings with various State Department officials. There will be a meeting with the secretary of the DOT in Merrill on April 30, 2018 at 2:00 P.M. in Merrill. Mr. Christensen is going to attend. He wants to bring up the condition of STH155.
7. **Discussion /Action Items:**
 - a. **Payment of Bills:** There were none.
 - b. **Approve Class B Combination Intoxicating Liquor and Fermented Malt Beverage license for Murmuring Waters Lodge, LLC, Timothy Kiesow, agent:** Motion Cooper seconded Olson that a Class B Combination Intoxicating Liquor and Fermented Malt Beverage license be granted to Murmuring Waters Lodge, LLC, Timothy Kiesow, agent. By a voice vote: Yes – 5, No – 0. Motion carried
 - c. **Approve Class B Combination Intoxicating Liquor and Fermented Malt Beverage license for Golden Pines Supper Club, LLC, Kent Newman, agent** Motion Swenson seconded Olson that a Class B Combination Intoxicating Liquor and Fermented Malt Beverage license be granted to Golden Pines Supper Club, LLC, Kent Newman, agent By a voice vote: Yes – 5, No – 0. Motion carried.
 - d. **Approve Class B Combination Intoxicating Liquor and Fermented Malt Beverage license for M.T. Stanek Group, Inc., Michele, agent, The Bullpen Sports Bar & Grill:** Motion Swenson seconded Cooper that a Class B Combination Intoxicating Liquor and Fermented Malt Beverage license be granted to M.T. Stanek Group, Inc., Michele, agent, The Bullpen Sports Bar & Grill. By a voice vote: Yes – 5, No – 0. Motion carried.

- e. **Appointment of Marion Janssen as a St. Germain Housing Authority Trustee to replace retiring Peggy Anderson:** Motion Christensen seconded Ritter that Marion Janssen be appointed to the St. Germain Housing Authority to complete the term of Peggy Anderson which expires on September 1, 2020. By a voice vote: Yes – 5, No – 0. Motion carried.
- f. **Adopt Two Resolutions needed to Support the Stewardship Grant being applied for to help offset the Construction Costs of the new Town Park Bathroom Project:** Motion Ritter seconded Olson to Adopt Resolution SG18-04-1, a resolution to submit application for the Knowles-Nelson Stewardship Local Assistance subprogram for the acquisition and development of local parks grant program, and to adopt resolution SG18-04-2, a resolution to endorse and adopt the Vilas County Department of Forestry, Recreation and Land 2014-2019 Comprehensive Outdoor Recreation Plan. By a voice vote: Yes – 5, No – 0. Motion carried.
- g. **First Review of the Employee Handbook for the Public Works Department:** Mr. Cooper handed out a draft of a Full Time Public Works Department (DPW) Employee Handbook. It was the consensus of the board that the golf course and part time employees should have a separate handbook. Mr. Ritter suggested that there should be a section that lists the anachronisms. Ms. Janssen noted that the fire chief was working on operating guidelines for the fire department. It was the consensus of the board to remove longevity from the handbook. After a lengthy discussion, it was the consensus of the board that sick days, vacation days, and personal days be grouped together as paid time off days (PTO). There would be no probationary period. All employees would accrue 1.5 PTO day for each month worked for a total of 18 during a calendar year. There would be no carryover. The employees would be issued a check for the unused days at the end of the year. Mr. Christensen will look into Short Term Disability Insurance to cover injuries outside of work. The workmen’s compensation insurance would cover injuries at work. It was also the consensus of the board that Tim Ebert’s position should be called DPW Superintendent. The consensus of the board was also to change the funeral leave to paid leave for family members for the first three days. There will be a special town board meeting on Wednesday, April 25, 2018 at 6:00 P.M. to continue the discussion.

8. Closed Session – Adjourn to closed session in accordance with Section 19.85 (1) (c) (e) of the Wisconsin Statutes to discuss Public Works Department Personnel.

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Motion Christensen seconded Swenson that the meeting be adjourned into closed session at 6:55 P.M. By a roll call vote: Mr. Olson – yes; Mr. Swenson – yes; Mr. Cooper – yes; Mr. Ritter – yes; Mr. Christensen – yes. Motion carried.

9. Reconvene to Open Session – Reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session: Motion Swenson seconded Olson to reconvene into open session at 9:48 P. M. By a voice vote: Yes – 5, No – 0. Motion carried.

Motion Christensen seconded Ritter to reestablish the Town shop work week as a five day per week, eight hours per day; Fire and Rescue calls are to be handled on a case by case basis with the approval of the Public Works Superintendent; there will be a minimum two hours pay for call in time at time and a half for the first two hours no matter how long the call takes, after the first two hours the pay is time and a half based on the actual time By a voice vote: Yes – 5, No – 0. Motion carried.

10. Next Town Board Meeting Date – Regular Town Board Meeting, Monday May 14, 2018:

11. Adjourn: Motion Olson seconded Swenson that the meeting be adjourned. By a voice vote Yes –5, No – 0. Motion carried. Meeting adjourned 9:58 P.M.

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor