

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES SPECIAL TOWN BOARD MEETING: JULY 2, 2018

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 7:07 A.M.
2. **Pledge of Allegiance**
3. **Roll Call, Establish A Quorum:** Tom Christensen, Doug Olson, Ted Ritter, Jim Swenson, Brian Cooper. Milt Klingsporn was also in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on June 29, 2018 before 9:00 P.M.
5. **Approval of the Agenda:** Motion Olson seconded Cooper 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. **Review of the Proposed Floorplan of the New Town Hall & Community Center:** Mr. Christensen handed out a floor plan and rough rendering of the outside of the proposed town hall and community center. Mr. Cooper questioned the roof line between the community center and the expo center. Mr. Christensen should that the board shouldn't worry about it. It appeared that there was a shoot for the snow. Mr. Christensen stated that one of the changes the Ms. Hamlin had made to the floor plan was a passage from the expo center to the community center on the west side of the building. There was storage rooms added that had walls instead of chain link fences. Mr. Swenson asked where the tables and chairs from the expo center were going to be stored. Mr. Christensen added that the permanent wall between the two meeting rooms had been replaced with the portable wall. One side of the room could seat 14-20 people, the other side 24-30 people. What had been the board room and conference room could now be used to other groups. The offices would be secured, but the other rooms would be available for usage by other groups. The conference room would work better for committees.

Mr. Cooper asked that there be an exit door on the backside of the of the board room. Mr. Christensen thought that if the board trusted Ms. Hamlin, that the board didn't need to worry about a door. Mr. Cooper stated that he wanted a door not for a fire exit, but just in case the board would have to leave for some reason. Mr. Christensen thought that the voting machine could be stored in the mail room and that elections could be held in the two meeting rooms. Mr. Christensen also added that the LED lights would go on and off automatically. Mr. Ritter thought that the clerk and treasurer's office should be combined into one room. He also said that in the near future, that he hoped that the two elected offices would be combined into one. Mr. Ritter also added that there were not a lot of meeting rooms in the plan. Mr. Cooper said that the Prime Timers might have to get used to moving there things out of the room. Mr. Christensen stated that there would possibly be room for a refrigerator and that the Prime Timers were a little different than some of the other groups as they are very social. Mr. Christensen said that if there was an office for him, that he would use it. Mr. Ritter thought that there would have to be some person on site to reserve rooms. Mr. Christensen suggested that the clerk's office be moved to the corner so that the conference room could enter into the lobby. Mr. Christensen also noted that since the walls are going to be 2 x 4's and drywall, that they could be moved at a later date. Mr. Christensen stated that the board will have to look at what is being charged for the use of the rooms. He also added that the zoning administrator needs an office space.

Mr. Christensen listed the three things that the board wanted Ms. Hamlin to look at: (1) Where would the tables and chairs from the expo center be stored; (2) Could an exit be added to the backside of the boardroom; (3) Switch the clerk's office and the conference room so that the conference room would have an entrance into the lobby. Motion Christensen seconded Swenson

to put forward the final drawing as presented by Funktion Design Studios on June 4, 2018 with the three changes discussed above: (1) Where would the tables and chairs from the expo center be stored; (2) Could an exit be added to the backside of the boardroom; (3) Switch the clerk's office and the conference room so that the conference room would have an entrance into the lobby. By a voice vote: Yes – 5, No – 0. Motion carried

8. Next Town Board Meeting Date – Regular Town Board Meeting, Monday, July 9, 2018.

9. Adjourn: Motion Olson seconded Cooper that the meeting be adjourned. By a voice vote Yes –5, No – 0. Motion carried. Meeting adjourned 7:49 A.M

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor