

# TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

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

## MINUTES SPECIAL TOWN BOARD MEETING: JULY 18, 2018

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:00 P.M...
2. **Pledge of Allegiance**
3. **Roll Call, Establish a Quorum:** Tom Christensen, Doug Olson, Ted Ritter, Jim Swenson, Brian Cooper, Tom Martens, town clerk. There were also 6 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on July 17, 2018 before 5:30 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:** Bob Schell asked if the board knew anything about the fiber optic cable that was being laid down by Frontier. Jack Bourgeois stated that the new fiber optic lines would allow the internet service to be extended farther out. The customers who were closest to the hubs would have the best service. Barb Sell asked if the voting at the upcoming special elector meeting could be spread out over a length of time. Mr. Christensen answered that he had already looked into it and that the statutes do not provide for the voting to be spread out.
7. **Discussion /Action Items:**
  - a. **Payment of Bills:** Motion Cooper seconded Olson that the following bills be paid: Front Line Service \$165.00—invoice #072413; Shaun Piller \$100—Samantha & Ron Olsen ambulance training; Stryker \$1,012.66—invoice #2439182M; Fire Safety USA \$255.00—invoice #112262; Emergency Medical \$2,661.63—invoice #1997022 & 1997502; Penguin management \$474.00--- invoice #49573; St. Germain Healthcare Pharmacy \$11.18—invoice #19425; Knitt Hardware \$106.14—invoice #831033 & 831176; Pomasl \$136.86—invoice #73261; Dean Distributing \$203.80—invoice #24215510; Funktion Design \$7,558.02—professional services; EMC \$16.00—2017 Seaark boat insurance; Daniel Sweo \$500.00—rent refund. By a voice vote: Yes – 5, No – 0. Motion carried.
  - b. **Presentation by Justin Fisher from Robert W. Baird & Co. concerning the potential financing of the proposed building project for the new Town Hall – Community & Recreation Center:** Mr. Fisher handed out a preliminary estimate of what it would cost to finance the proposed new community center and recreational center. He had costs for 15yrs, 17yrs, and 20yrs. The 20-year estimate was at 3.7%. The annual debt service for the loan would be \$497,580. The estimated interest cost would be \$2,951,604. The mill rate increase would be 73 cents per \$1,000 of assessed valuation. The tax increase for a \$100,000 property would be \$73 per year and for a \$300,000 property it would be \$220 per year. The fee for the bonding program including underwriting would be 1.5% of par. To start with, the six-month note would be like a construction loan. There would be no fee. If the town board decided to hire Baird Company, it would require an audit of the past three years at a cost of \$10,000 to \$20,000. Then there would need to be an annual audit for the life of the loan for around \$8,000 per year. The town board would have to have a fund balance policy and a debt policy. Finally, there would be bond credit rating phone call. Mr. Ritter asked how long it would take for the financing to be in place. Mr. Fisher said that it could be ready by the end of the year. If hired, he would give the town board a to do list. Mr. Ritter asked if it was necessary for the town board to shop around. Mr. Fisher said that the board could shop around, but that it didn't have to. After approximately six years, the town board could refinance the borrowing program, or could make extra payments. The interest rate that is quoted in the proposal is an average. The rate will start low and gradually go up each year. Mr. Fisher thought that they would not go any higher than four percent. Mr. Christensen said that the board couldn't make any decisions until after the special elector meeting on August 30<sup>th</sup>. Mr. Christensen signed the disclosure form that Mr. Fisher had sent to him. It just explained that Mr. Fisher had presented an estimate to the town.

- c. **Continuing work on the Public Works Employee Handbook:** Mr. Christensen said that he would like the employee duties list to be set up by categories rather than with bullet points. There were a few suggestions of items to added or combined with others. Mr. Christensen will prepare the list of public works employee duties in an outline form for the next meeting.
- d. **Continuing work on informational mailer concerning the Town Hall – Community & Recreation Center:** Mr. Christensen said that he had not had a chance to work on the mailer. It will be on the agenda for the next meeting.

8. **Next Town Board Meeting Date – Regular Town Board Meeting, Monday, August 13, 2018.** There will be a special town board meeting on Thursday, July 26, 2018 at 6:00 P.M. with Funktion Design.

9. **Adjourn:** Motion Swenson seconded Olson that the meeting be adjourned. By a voice vote Yes –5, No – 0. Motion carried. Meeting adjourned 7:25 P.M

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisor