

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

MINUTES TOWN BOARD MEETING: DECEMBER 10, 2018

1. **Call to Order:** The chairman called the meeting to order at 6:30 P.M.
2. **Pledge of Allegiance**
3. **Roll Call, Establish A Quorum:** Tom Christensen, Jim Swenson, Ted Ritter, Doug Olson, Brian Cooper, Tom Martens, Town Clerk. Marion Janssen, Town Treasurer. There were also 17 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on Saturday, December 8, 2018 before 6:30 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, motion carried unanimously.
6. **Read and Approve Minutes of Past Meetings:** Motion Swenson seconded Olson to dispense with the reading of the minutes and that the minutes of the November 12, 2018 meeting are approved as written. By a voice vote, motion carried unanimously
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:** Carolyn Ritter noted that an invitation was open to everyone from Vilas County Economic Development for their open house. Mason Gerlach asked that a “widow maker” tree top be removed from the Juve Road. Mr. Christensen stated that the crew had checked the top and that it didn't appear that it would fall any time soon or that it would fall on the road. It is on Steve Vogel's property. Mr. Gerlach also asked some oak trees be removed from the intersection of Moon Road and Juve Road. They are blocking the view. Tim Ebert will check the trees. They may be on State Land. Mr. Gerlach also asked about the maintenance of the far end of Moon Road. Mr. Christensen stated that the road was a private road and that it would not be maintained by the town.
8. **Report of the Standing Committees:**
 - a. **Zoning:** Mr. Ritter stated that the committee would be meeting on Wednesday. He also added that the committee had given Mr. Ebert permission to purchase an app for \$8/mo. from zoning committee funds to be able to find lot lines.
 - b. **Finance:** Mr. Christensen stated that the committee had not met.
9. **Report of the Special Town Committees:**
 - a. **Lakes Committee:** Mr. Ritter reported that the committee had applied for three grants. The results should be available in February.
 - b. **Non-Motorized Trail Committee:** Mr. Swenson said that the trails are ready to go. The committee will be meeting on Thursday.
10. **Report from Lake Districts and Other Organizations:** There were no reports.
11. **Discussion /Action Items:**
 - a. **Payment of Bills:** Motion Swenson seconded Olson that golf course account checks 1602-16083, general account checks 25920-25967, except for check #25966 along with extra bills to AirGas for \$121.90 and Anne Small for \$61.32, and direct deposit checks DD111025-DD11052 & DD12000-DD12018 be approved. By a voice vote, motion carried unanimously. Motion Swenson seconded Olson that check #25966 to Tom Christensen be approved. By a voice vote, motion carried unanimously, 4 to 0. Mr. Christensen abstained.

Town Chairman's Report

1. **Golf Course Report:** Mr. Christensen noted that the 2019 golf course budget was later on the agenda. Also, Bob Stippich will be retiring at the end of the year. He will be working part time next year.
2. **Public Works:** Mr. Christensen noted that the plowing of town roads was later on the agenda. Tim Ebert added that the crew has been chipping trees. They have also added gravel to the

rough spot where the culvert had been replaced on Four Corner Lane. Pitlik & Wick will blacktop the spot next spring. Truck #2 needed some brake work.

b. Treasurer's Report:

1. **Bank Account Balances:** Balance General Account as of 11-30-2018: \$72,537.31; Room Tax Account \$53,184.71; Lakes Committee Account \$1,045.61; Lakes Committee CD \$15,765.24; Skateboard Park Fund \$2,847.27; Bike & Hike Trail \$42,902.46; mBank Money Market \$9,625.59; Playground Equipment Fund \$1,501.28; Public Works Equipment Fund \$60,032.88; Fire Department Restricted Account \$8,866.93; Fireworks Donation Account \$1,661.97; Hometown Bank Ambulance Acct \$1,000.68; Fern Ridge Trail Savings \$3,000.00; Road Work Savings \$295,348.00; Community Development Account \$28,331.86; Golf Course General Account \$53,032.13; St. Germain Ambulance Fund \$100.00; Awassa Trail Fund Savings \$8,453.60. Ms. Janssen also noted that the Lakes CD is coming due. The money will be transferred to the Lake Account. The culvert money has been approved by the Vilas County Highway Commissioner, but the board doesn't meet until January. The town won't be receiving the culvert reimbursement until next year.

c. Sanction the necessary areas for the upcoming Radar Run on Little St. Germain Lake, February 1 & 2, 2019: Motion Christensen seconded Olson that the town sanction the radar run including: 1. The snowmobile trail from Hearthside to Thunderbird Pass including the lake access spur from said trail to Little Saint Germain Lake through Little Saint Express and Cathy's Ice Cream property. 2. The Snowmobile Trail from St. Germain Rentals to Arrowhead Groomers including the lake access spur from said trail through Elbert's Resort. 3. The West Half of West Bay on Little St. Germain Lake. 4. The marked trails crossing Little St Germain within 100' of the barrels/lake markers used to cross the lake. By a voice vote, motion carried unanimously.

d. Town's Snow Plow Policy: Motion Olson seconded Cooper that the town roads be plowed after two-inch snowfalls, rather than after four-inch snowfalls, on the weekends as well as during the week. By a voice vote, 2 to 3, motion failed. Mr. Ritter noted that he had a 2006 public works policy that was on the town's website. He also had a plowing policy that was on the public works portion of the town's website. Mr. Christensen and Mr. Ebert will review the policies.

e. New Zoning Ordinance provision regulating/restricting clear cutting of trees in Town road rights-of-way: Mr. Christensen stated that the clear cutting question came up after loggers had cut the large white pine trees along Four Corner Lane near Found Lake Road. The town zoning ordinance says that there has to be a 200' buffer, but it is unenforceable. Mr. Christensen felt that it would be impossible to enforce any ordinance concerning clear cutting along the town roads. In most cases, it is unknown whether or not the town road is an easement road, and if so, the width of the easement, or if the town road is a town road merely by use. No action was taken.

f. Changes to the 2019-2021 UDC inspector contract to include:

1. **Adding unattached garages to buildings requiring UDC permit & Inspections:** UDC inspector Greg Baas had encouraged the town board to require a UDC permit for unattached garages. Mr. Baas said that there have been cases where detached garages have been turned into living quarters. Mr. Christensen stated that Mr. Baas has the right to require such violations to be brought up to code. It was the consensus of the board that a UDC permit for a detached garage would not be necessary.

2. **Requiring collection and submittal to Town for an occupancy permit bond for UDC permits requiring issuance of occupancy permit:** Mr. Baas also suggested that the town require a bond for an occupancy permit. Mr. Baas stated that there have been cases where the home owners have moved into the new home without having the final inspection. The bond would be refundable if all of the permit requirements have been met. Ms. Janssen thought that the board should do some research. Roger Weber thought that the permit fees were high enough already. Motion Cooper seconded Olson that the town board not add item #1, a UDC permit for a detached garage, but that Mr. Baas be invited to the next meeting to discuss item #2, the occupancy permit bond. By a voice vote, motion carried unanimously.

g. St. Germain Housing Authority: Mr. Christensen stated that Marv Anderson will discuss the Housing Authority at the February 2019 meeting.

h. MSA Found Lake Road & Dean Road engineering proposal: Motion Christensen seconded Olson that the scope of services agreement the Dean Road/Found Lake Road project with MSA Professional Services for \$21,000 be approved. By a voice vote, motion carried unanimously.

- i. **2019 Golf Course Budget:** Mr. Christensen stated that the new items on Mr. Becker's portion of the budget were Greens Study for \$7,200 and Irrigation Planning for \$8,500. Ms. Rogers Anderson has included six new carts for \$28,600 in her budget. Motion Christensen seconded Ritter that the 2019 golf course budget of \$862,800 be approved as presented. By a voice vote, motion carried unanimously

- j. **Funktion Design proposal for Schoolhouse Renovation:** Mr. Christensen discussed a proposal from Funktion Design Studios for the renovation of the Red Brick School House. The proposal included existing facility conditions evaluation; a conceptual schematic design; a presentation of that design; and a finalization of the design. Mr. Ritter wanted to be sure that the cost of the proposal would be coming from the community development account and not from taxpayer money. He also wanted to be sure that the final plan would be voted upon at an elector meeting such as the last two proposals. Mr. Christensen noted that any renovations to the community center could be done at a later date and not all at one time. Motion Christensen seconded Swenson to accept the Funktion Design Studios proposal for \$10,450 plus reimbursable expenses with the funds to be paid from the community development account. By a voice vote, motion carried unanimously

- k. **Set Special Town Board meeting Times for the Month of December:** Mr. Christensen stated that several things needed to be discussed at special meetings: a review of the Wisconsin Retirement System qualifications; an audit; old ordinances; town board policies; converting private roads to public roads. There will be special town board meetings on Tuesday, December 18, 2018 at 6:00 P.M. and on Wednesday, December 19, 2018 at 6:00 P.M. both in meeting room #4 of the community center.

12. Next Regular Town Board Meeting Date – Monday, January 14, 2019, 6:30 PM, Community Center.

13. Adjourn: Motion Ritter seconded Olson that the meeting be adjourned. By a voice vote, motion carried unanimously. Meeting adjourned 9:12 P.M.

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor