

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 7, 2019

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:10 P.M.
2. **Pledge of Allegiance**
3. **Roll Call, Establish a Quorum:** Tom Christensen, Doug Olson, Ted Ritter, Jim Swenson, Brian Cooper, Marion Janssen, town treasurer, Tom Martens, town clerk. There was also one other person in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on January 5, 2019 before 6:10 P.M.
5. **Approval of the Agenda:** Motion Olson seconded Cooper that the agenda be approved in any order at the discretion of the chair. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.
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 Cooper seconded Olson that voucher #16087 to Timber Restaurants, LLC \$1,500.00 for pro shop rent and check #25987 to Anne Small \$61.32 for reimbursement for Fern Ridge & Awassa Trail expenses be paid. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.
 - b. **Continuing Discussion on Board Policies and Ordinances:** Motion Ritter seconded Cooper that the alcohol consumption on town property policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously. Ms. Janssen noted that she thought that the beer and wine servers at the golf course should have background checks and bartender licenses. Mr. Cooper said that he would agree, if the town can legally require the licenses. Mr. Martens said that he would check with the Department of Revenue. Ms. Janssen also thought that all town employees should have background checks.

Motion Cooper seconded Ritter that the first unsigned policy for citations for violations of town ordinances be removed from the town website, but that the second signed policy for citations for violations of town ordinances should remain in effect and remain on the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Christensen seconded Cooper that the closed session meeting policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Cooper seconded Olson that the ordinance and resolution posting policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Christensen seconded Olson that the animal control officer policy be removed from the town website that it remain in effect. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Christensen seconded Swenson the meeting posting policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Christensen seconded Olson that the policy and procedures review policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Christensen seconded Ritter that the public records policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0.

Motion carried unanimously. Mr. Cooper will look into what constitutes a public record and how long they have to be kept.

The public use of meeting room #4 and #5 will remain in effect and remain on the town website. Motion Christensen seconded Olson that town board member authority policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Christensen seconded Cooper that the town board member conflict of interest policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Christensen seconded Cooper that the charge account policy no longer be in effect as of January 7, 2019 and that it be removed from the town website. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

The public works department will look at the winter road maintenance policy to see if it should remain in effect or be changed.

8. Closed Session – Adjourn to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to discuss Zoning Administration 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 Ritter that the meeting be adjourned into closed session at 7:50 P.M. By a roll call vote: Mr. Olson – yes; Mr. Swenson – yes; Mr. Cooper – yes; Mr. Ritter – yes; Mr. Christensen – yes. Motion carried unanimously.

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 Cooper seconded Swenson that the meeting be reconvened into open session at 8:26 P.M. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Ritter seconded cooper that the Marion Janssen, Deputy Zoning Administrator be paid 35% of the zoning permit fees for the permits that she had issued in the third and fourth quarters of 2018. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

Motion Ritter seconded Cooper that the zoning committee define the duties and responsibilities of both the zoning administrator and deputy zoning administrator including compensation for both. By a voice vote: Yes – 5, No – 0. Motion carried unanimously.

9. Adjourn: Motion Olson seconded Cooper that the meeting be adjourned. By a voice vote: Yes – 5, No – 0. Motion carried unanimously. Meeting adjourned 8:31 P. M.

Town Clerk

Chairman Supervisor Supervisor

Supervisor Supervisor