

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 24, 2019

1. **Call to Order:** Chairman Tom Christensen called the meeting to order at 6:05 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, Marion Janssen, Town Treasurer. There was also 12 other people in attendance.
4. **Open Meeting Verification:** Mr. Christensen noted that he had posted the meeting agenda at three locations in town on January 23, 2019 before 5:30 P.M.
5. **Citizen's Comments – Citizens are encouraged to share their concerns and ideas with the Board. Please limit your comments to five minutes or less:**
 - a. **Jerry Burkett:** Mr. Burkett, broker for Burkett Century 21 Realty in Eagle River, presented the town board with an offer to purchase for the Whitetail Inn for \$1,550,000. The acceptance date for the offer is March 15, 2019. The offer had been signed by Joy & Jeff Sievert. Mr. Burkett suggested that the purchase the Whitetail Inn for town purposes.
6. **Discussion /Action Items:**
 - a. **Continuing Discussion with Funktion Design concerning the Red Brick Schoolhouse:** Melody Hamlin from Funktion Design Studio handed out her Red Brick School House conceptual design plan. Ms. Hamlin reported that the structure was structurally sound. The grade around the building needs to be sloped away from the building; the 1965 roof needs to be replaced and the soffits and fascia would be made to match the 1941 building; the wing walls would be removed; the foundation would be sealed from the outside and drain tiles would be installed; the lower bricks and mortar would be replaced as needed; the inside of the foundation walls would be power washed and the mortar would be tuck pointed; the parking lot would be graded and resurfaced; the fascia and soffit of the 1941 building would be painted and caulked; the interior would be painted and the 1941 basement floor would be leveled.

The plumbing and heating system would be completely replaced; there would be a new well and septic; the electrical system is undersized and would have to be upgraded; the fire alarm system used by the school district would be removed.

It was the consensus of the board that the Red Brick School House would be used primarily as a town hall facility; there would be town offices; town meeting rooms; a conference room; fire proof vault; the lower level of the 1965 building would be left open; future organizations could configure it as needed.

The foundation walls would be insulated from the outside; the main floor walls would be framed out and insulated; the consensus of the board was that the windows and entrance should be replaced with energy efficient materials and made to look like the original 1941 windows and entrance; the lights in the 1941 school would be replaced with period looking LED school lights; rather than use a room as a history room, it was the consensus of the board that historical items of interest should be placed throughout the building.

Ms. Hamlin explained that since the new construction would probably less than 50% of the project, the town could use the building without making it ADA accessible; however, it was the consensus of the board that the plan should include an elevator; the new restrooms would also be made ADA compliant, but could either be in the new structure with the elevator or on the upper level of the 1965 building. The town hall area in the new building plans last year included approximately

3,000 sq. ft. of space. The Red Brick School House includes approximately 10,000 sq. ft. of space. Funktion Design will determine the optimum use of the space. The next phase will be for Funktion Design Studio to provide the town board with two or three options with costs.

Mr. Olson left the meeting at this time.

- b. Approve Bartender Licenses:** Motion Cooper seconded Swenson that bartender licenses are issued to Christian Baker and Todd Stanek. By a voice vote: Yes – 4, No – 0. Motion carried unanimously.
 - c. Cell Phone for the Clerk’s Usage:** Mr. Martens stated that he has not needed a town phone. However, after this next term he plans on retiring and would like to start weeding his personal phone numbers from town business. Motion Ritter seconded Swenson to table item 6c so that Mr. Martens can bring a proposal to the board. By a voice vote: Yes – 4, No – 0. Motion carried unanimously.
 - d. Fire Department Bylaw Changes:** The town board members had questions concerning the Fire Department By-Laws. Mr. Ritter stated that he had not received the latest version that had been sent out today. Motion Ritter seconded Cooper to table item 6d until all of the town board members receive the same By-Law document and a representative from the fire department is present at the town board meeting. By a voice vote: Yes – 4, No – 0. Motion carried unanimously.
 - e. Appointment of Board of Appeals Alternates:** Motion Christensen seconded Cooper that Tim Gebhardt be appointed as alternate #1 and that Bob Schell be appointed as alternate #2 to the Board of Appeals. By a voice vote: Yes – 4, No – 0. Motion carried unanimously.
 - f. Payment of Bills:** Motion Swenson seconded Ritter that general account vouchers 26040-26053 and golf course account vouchers 16100 & 16101 be approved. By a voice vote: Yes – 4, No – 0. Motion carried unanimously.
- 7. Next Town Board Meeting Date – Regular Town Board Meeting, Monday, February 11, 2019. There will be a special town board meeting held on Thursday, January 31, 2019 at 6:00 P.M. There will be a public hearing on a re-zone application on Monday, February 18, 2019 at 6:00 P.M.**
- 8. Adjourn:** Mr. Christensen adjourned the meeting at 9:00 P.M.

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor