

# TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

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

## MINUTES TOWN BOARD MEETING: APRIL 8, 2019

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 23 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, April 6, 2019 before 6:15 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 5 – 0.
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 March 11, 2019, and the March 20, 2019 town board meetings are approved as written. By a voice vote, motion carried unanimously 5 – 0.
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:** Tim Clark stated that he had a problem with using public funds to plow driveways.
8. **Report of the Standing Committees:**
  - a. **Zoning:** Mr. Ritter stated that there will be a public hearing concerning a conditional use permit application for Select Storage, LLC on Thursday, April 11, 2019 at 6:30 P.M. in the community center.
  - 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 there would be a payment from the state for about \$34,000 towards the lakes grants coming soon. It is to go into the lakes account.
  - b. **Non-Motorized Trail Committee:** Mr. Swenson said that the culverts for the Fern Ridge Trail had been ordered. The bridge on the bike and hike trail near South Bay Road has been under water and needs some work. The committee is looking for adopt a mile volunteers for the bike and hike trail again this year.
10. **Report from Lake Districts and Other Organizations:** Mr. Christensen noted that the Little St. Germain District had met and discussed the Onterra Contract for 2019. The aeration system worked well this winter, but there is a leak in the line that needs to be repaired this summer. Mr. Swenson also noted that the Independence Day Celebration will be on June 30, 2019. The committee will be looking for a replacement for Lois Ruediger who is retiring after this year. Volunteers are also needed to serve on the committee. Mr. Swenson added that Greater Headwaters Trail Committee has signed a contract with Becker Hoppe to help design the bike trail between St. Germain and Eagle River. The projected cost is around \$5,000,000. The group is hoping for mostly private funding.
11. **Discussion /Action Items:**
  - a. **Payment of Bills:** Motion Swenson seconded Cooper that golf course account checks 16128-16145, general account checks 26171-26220, and direct deposit checks DD103-DD146 be approved with exception of check #16141 along with the following extra bills: Advanced Turf Solutions \$259.51—course & practice cups; Eagle Waste \$81.28—course dumpsters. By a voice vote, motion carried unanimously 5 – 0. Motion Swenson seconded Cooper that check #16141 to the Chamber of Commerce and postage reimbursement to Ted Ritter for \$76.25 be paid. By a voice vote, motion carried 3 – 0. Mr. Christensen & Mr. Ritter abstained.

**b. Town Chairman's Report**

- 1. Golf Course Report:** Mr. Christensen reported that Margo Rogers Anderson, the course pro, didn't have a problem with having the people who serve beer on the course taking the responsible server course. The cost would be \$30 apiece. There are around 14 people who serve beer, but as long as one person who has taken the course is present, not everyone would need one.
  - a. Bartenders Class:** Motion Ritter seconded Swenson to approve that six people who serve beer at the golf course take the responsible server course so that at least one person is present at all times. . By a voice vote, motion carried unanimously 5 – 0.
- 2. Public Works:** Mr. Christensen stated the International Truck had problems this winter with the brakes and that an oil leak in the John Deere had been fixed. The crew will be working the bleachers from the old ball park. The crew will also be putting up the "Snowmobile Friendly Town" signs. As soon as weather permits, the crew will use the blower to clean the intersections. A crew from McNaughton has been trimming branches. The pier at Vandervort Park will be rebuilt. Mr. Christensen will be reviewing the recording of the May 17, 2017 town board meeting at which the golf course and public works committees were disbanded. Mr. Christensen will either have the rest of the board listen to the recording at a later meeting, or will have it transcribed if is too long.
- 3. Lion's Club Building Update:** Mr. Christensen noted that the remaining items in his report had been issues that had been brought up in the recent election. Mr. Christensen stated that snow from the prime timers building had slid off of the roof and damaged the Lions Club building. The Lions Club building will be repaired and braced better than it had been. The prime timers building is a different construction and shouldn't need extra bracing.
- 4. Hwy 70 ATV/UTV Update:** Mr. Christensen noted that the ATV/UTV Club is looking for a resolution so that they can apply to the DOT to run on Hwy. 70 for 594' from Parkway Road to Sunrise Lane. Motion Christensen seconded Cooper to approve the writing of a resolution to support the ATV/UTV Club's application to the DOT. . By a voice vote, motion carried unanimously 5 – 0.
- 5. Town Debt Update:** Mr. Christensen stated that the town was to have become debt free in 2019. However, since the town board borrowed money for roadwork in 2018, the debt service will now be paid off in 2020.
- 6. Road Repair/Paving Update for this Spring:** Mr. Christensen noted that Pitlik and Wick had run out of time last fall to complete the scheduled roadwork. The town is at the top of the list for this spring. MSA Engineering will be looking at Found Lake Road this summer.
- 7. BoBoen Groomer Barn Repair Update:** Mr. Christensen reported that a committee of town board members and club members were working on the plans. Mr. Cooper stated that the group was getting proposals for the specifications for the size of the building. Any costs above the insurance claim payment will be paid by the Bo-Boen Snowmobile Club.
- 8. Chamber Building Update:** Mr. Christensen noted that the building is being paid for with a loan and chamber funds. No taxpayer money is being used. The Chamber should be able to move into the building by the middle of May. The landscaping and exterior works will be completed this summer.
- 9. Fire Department Water Leak Repair:** Mr. Christensen stated that from the water stains and mold in the attic, the water leak has been going on for some time. The back of the fire station and the area over the vehicles also need to be checked. Once a solution is found, the costs will be determined.
- 10. Hwy 155 Pothole Update:** Troy Schlinske from the Vilas County Highway Department was present. He stated that the county has been cold patching the pot holes as best as they can. There are other roads in the county that are worse than Hwy. 155. Once Pitlik & Wick is able to make hot patch, the county will try to make a more permanent fix. Hwy. 155 is not scheduled for any DOT repairs until at least 2025.

Mr. Christensen also noted that Mary Platner has decided to retire from the Walter Olson Memorial Library Board. St. Germain will need to find a replacement representative.

**c. Treasurer's Report:**

- 1. Bank Account Balances:** Balance General Account as of 03-31-2019: \$12,582.41; Room Tax Account \$22,666.21; Lakes Committee Account \$16,224.72; Skateboard Park Fund

\$2,847.73; Bike & Hike Trail \$43,809.53; mBank Money Market \$172,583.35; Playground Equipment Fund \$1,501.52; Public Works Equipment Fund \$60,042.67; Fire Department Restricted Account \$1,732.11; Fireworks Donation Account \$1,662.24; Hometown Bank Ambulance Acct \$8,533.90; Fern Ridge Trail Savings \$3,050.60; Road Work Savings \$270,134.96; Community Development Account \$186,669.49; Golf Course General Account \$11,797.51; St. Germain Ambulance Fund \$12,979.88; Awassa Trail Fund Savings \$8,794.00.

2. **Review First Quarter Room Tax & Community Development Budgets:** Ms. Janssen asked if there were any questions on the reports that she had sent to the board. Mr. Christensen noted that the insurance claim for the Bo-Boen Building had been placed in the community development account.
- d. **Fire Chief's Report:**
1. **Update Since Last Report:** Jason Hyczyk handed out a report from Fire Chief Tim Gebhardt. There had been seven fire calls in March.
  2. **Ambulance Update:** There had been 15 ambulance calls in March. A total of \$6,948.82 had been paid into the Ambulance Account.
- e. **Zoning Committee Appointments – Two Members for Three Year Terms:** Motion Christensen seconded Cooper that Bob Schell be appointed to replace Marion Janssen on the zoning committee and that Ted Ritter be reappointed to the zoning committee. Both appointments are for three years. By a voice vote, motion carried unanimously 5 – 0.
- f. **Background Check for Town Employees:** Motion Cooper seconded Swenson that there be no background checks for town employees or new hires. By a voice vote Yes- 2; No- 3 . Motion failed. Motion Ritter seconded Christensen that to table the background checks for town employees until the board can get more information from the WTA, legal counsel, and other sources. By a voice vote, motion carried 4 – 1.
- g. **Board Member Potential Conflict of Interest Concerns:** Mr. Christensen said that the way that he understands it, since he is on the Bo-Boen Snowmobile Club board and the Chamber of Commerce Board, that he can't vote on anything that would benefit either organization financially. Motion Christensen seconded Cooper that the conflict of interest issue be tabled until the board has a chance to check with town Attorney Steve Garbowicz. By a voice vote, motion carried unanimously 5 – 0
- h. **Horseshoe Pit Roof Repair:** Motion Ritter seconded Swenson that the town crew repair the horseshoe pit for \$2,500 as proposed, with the money coming out of the community development account and if the electrical is found to be not up to code to either eliminate it or to spend up to an additional \$500 to bring it up to code. By a voice vote, motion carried unanimously 5 – 0
- i. **Emergency Preparedness Plan – Is an Update to the Plan Needed and set a Date for a Training Seminar:** The main concern of the emergency preparedness plan is to have other resources lined up in case of an emergency. Motion Christensen seconded Cooper to have Ms. Janssen send the most up to date plan to the town board members so that they can read it and bring it up again at a later meeting. By a voice vote, motion carried unanimously 5 – 0
- j. **Second Review of Emergency Vehicle Access Ordinance – Previously Titled Fire Lanes:** Mr. Ritter thought that the Fire Lanes Ordinance belonged as part of the Travelway Ordinance and not Chapter 1, the zoning ordinance. He also thought that the name should be changed to the Emergency Vehicle Access Ordinance. The width of any travelway should be at least 14 feet wide and the height should be at least 15 feet. He also thought that vacant homes with automated alarm systems needed to be plowed during the winter. Also, the fines for first, second and third offenses needed to be raised. Motion Ritter seconded Swenson to approve Chapter 8, the Emergency Vehicle Access Ordinance for adoption at a later date with the revisions made tonight. By a voice vote, motion carried unanimously 5 – 0

- k. **County Deer Removal Program – Should the Town Participate in the Program:** Motion Christensen seconded Swenson that the Town of St. Germain participate in the Vilas County Deer Removal Program at a cost of \$250 per year. By a voice vote, motion carried unanimously 5 – 0
- l. **Appointment of Animal Control Officer:** Motion Christensen seconded Olson that Don Baumann be appointed as Animal Control Officer for one year effective April 16, 2019. By a voice vote, motion carried unanimously 5 – 0
- m. **Consider Eliminating Deputy Zoning Administrator Position:** Mr. Ritter noted that the deputy zoning administrator cannot also be a voting member of the zoning committee..Motion Ritter seconded Cooper that the position of Deputy Zoning Administrator be eliminated. By a voice vote, motion carried unanimously 5 – 0.
- n. **Review Draft of “Duties & Compensation of Zoning Administrator:** Mr. Ritter noted that the zoning committee had not made any decisions concerning the seven point draft. Point #5 has three requirements; an updated activity log needs to be provided each month; a monthly statement of compensation due needs to be provided; copies of permits need to be in room #5 of the community center and not in the town shop. The consensus of the board was to take no action until the draft has been approved by the zoning committee.
- o. **Review Needed Repairs to the New Pavilion:** Mr. Christensen stated that the roof of the new pavilion needed to be replaced. The interior roof needs to be stripped and restained. Mr. Martens is to see if he can find a bill for the original shingles to see if there is any warranty left on them. Mr. Cooper will check to see if a metal roof might be better than shingles.
- p. **Resolution for E-Bike Usage on Bike and Hike Trail:** Mr. Swenson explained that the Wisconsin DNR has already allowed E-bikes on specified bicycle trails. They are restricted to a maximum speed of 15 mph. Motion Swenson seconded Ritter to adopt resolution SG19-04-1, a resolution to allow battery powered E-bikes on the Town of St. Germain’s bike and hike trails. By a voice vote, motion carried unanimously 5 – 0.
- q. **Review Proposal for a Parking Lot off Forest Lane to Support Non-Motorized Trail Usage:** Mr. Swenson stated that the committee is recommending that a 50ft. x 100ft. parking area for the Fern Ridge Trail be constructed at the end of Forest Lane near the present yard waste facility. The yard waste facility would be moved to the old landfill site beyond the transfer station on Peducourt Road. Forest Lane has been used as a snowmobile trail, but would need to be plowed in the future. ATV/UTV and snowmobile users could also use the parking area. Ms. Janssen thought that the parking area should be constructed sooner than later since the present parking area on STH155 is not a very safe parking area. Mr. Ritter questioned whether or not moving the yard waste facility would affect the transfer station. No action was taken at this time.
- r. **Closed Session – Adjourn to closed session in accordance with Section 19.85 (1) (c) of the Wisconsin Statutes to discuss Public Works Employees.**  
**(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 9:35 P.M. By a roll call vote: Mr. Olson – yes; Mr. Swenson – yes; Mr. Cooper – yes; Mr. Ritter – yes; Mr. Christensen – yes.
- s. **Reconvene to Open Session – Reconvene to open session to take such action as the Board deems appropriate, following consideration given in closed session:** Motion Olson seconded Cooper that the meeting be reconvened into open session at 9:58 P.M. By a voice vote, motion carried unanimously 5 – 0. There was no further business.

12. **Next Regular Town Board Meeting Date – Monday, May 13, 2019, 6:30 PM, Community Center.**

13. **Adjourn:** Mr. Christensen adjourned the meeting at 9:56 P.M.

Chairman

Supervisor

Supervisor

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Supervisor

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Supervisor