

TOWN OF ST. GERMAIN

OFFICE OF THE CLERK

P.O. BOX 7

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org

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MINUTES SPECIAL TOWN BOARD MEETING: JULY 29, 2004

The chairman noted that this was a duly called meeting in accordance with the Wisconsin Open Meeting Law.

The chairman asked all present to rise to Pledge Allegiance to the Flag.

Board members present: Wendt, McConnell, Nimz, Odette, Ritter.

Motion Ritter seconded McConnell that the agenda be amended so that the items are discussed in the order of 4,1,2,3. Approved.

There was a discussion concerning the alcohol beverage policy. In order to enforce a penalty, the policy must be considered an ordinance. The penalty for non-compliance is that any existing permit would be forfeited. The organization would be denied a permit for a period of one year. The organization would be denied further use of town property. Mr. Wendt suggested a forfeiture of any deposits. A second violation would require review by the town board. A public hearing is not required to enact such an ordinance. It was suggested that at least the organizations in town should be notified of the ordinance.

Alternative procedures for paying bills were discussed. Any bills that are paid without board approval must be done so by ordinance. If the town board meeting were moved to the first Monday of the month, there would not be any late fees as there have in the past. A \$50 petty cash fund was discussed. The ordinance would give the clerk the authority to pay payroll, payroll expenses, utilities, and taxes.

There was a discussion concerning the payment of town bills. The wording will depend on the outcome of the previous discussion.

There was a discussion concerning the Open Records Law. The town clerk is the custodian of the records. The committee chairpersons are to provide the clerk with any committee records. Town records will be kept in the town office. The clerk is to either provide the records, a denial, or an explanation for a delay within 48 hours of the request. The question was asked if any of the file cabinets are fire proof.

Mr. Ritter asked that the town board provide input for the facility needs assessment. Mr. Ritter noted that the town needs a secure place for the town records. Mr. Wendt added that there is a need for a large meeting room. The town needs an office that is accessible to the public. Mr. Wendt would like to see something with a stage or a band shell. Ms. Nimz suggested more meeting rooms. She would like six or seven meeting rooms and/or classrooms. The present kitchen space isn't adequate. Ms. Nimz also noted that a weather shelter is necessary. Mr. Wendt added audio-visual concerns. Ms. Nimz would

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like storage for the organizations in town. Mr. Ritter asked that the board continue to consider the needs of the town.

The board opened the one bid from Waldmann Construction for the Red Brick Schoolhouse. The bid for the roof is \$32,014. The bid for restoring the windows and door is \$52,609. If both bids were accepted, the total bid would be \$83,000. Mr. Ritter was concerned about the lack of response to the bid request. Mr. Ritter prepared two addendums. Brad Waldmann was concerned about insurance and bonds. Some of the items in the specs were very vague. Ms. Nimz asked what the next step would be. The board advertised for bids. Anyone had a chance to bid. Mr. Ritter asked that the bid be sent back to the committee. Money for the restoration would come from the fund raising committee. Ms. Nimz did not want to see the process delayed again. Once the exterior restoration is completed, than the interior restoration could begin. Mr. Ritter will bring a report from the committee to the board at the August meeting.

Mr. Odette reported to the board concerning the James Miller property. Mr. Miller had received the certified letter. There has been no other response from Mr. Miller. Our ordinance has been violated. Right now it is a health and safety issue. Ms. Nimz was concerned about all of the other violations that may show up. Mr. Ritter stated that the committee would be prepared to consider any health or safety issues. The town would have to file a raze order with the register of deeds. Mr. Wendt felt that since a permit had been issued, Mr. Miller should be given a chance to complete the building. Mr. Ritter added that if Mr. Miller is allowed to complete the building, it must meet current HUD guidelines. An inspection would be at Mr. Miller's cost. The construction would have to be completed within a prescribed period of time. Mr. Wendt asked that a Planning & Zoning recommendation be given to the town board prior to the August 9, 2004 meeting. Ms. Nimz asked that Mr. Miller be notified again. Mr. Ritter felt that Mr. Miller has had enough notices. Mr. Miller has not responded. Mr. Ritter suggested that Mr. Wendt write to Mr. Miller notifying him that the town board may consider action at the August 9, 2004 meeting. And, that it may benefit Mr. Miller to attend the meeting. Mr. Wendt would like to consider getting legal counsel involved.

The board discussed a town-mowing proposal. The Bo-Boen Snowmobile Club has done the mowing for the past several years. Mr. Ritter noted that the work should be done as economically as possible. The first obligation is not to the snowmobile club. Ms. McConnell stated that she had talked to Tim Ebert. He stated that he did not have the time to do all of the mowing and trimming without another employee. The Bo-Boen bid for mowing is \$4,400. There is also an estimate from Aring to rent a machine for the trimming for \$5,800. Motion Nimz seconded Odette that the town accepts the bid from the Bo-Boen Snowmobile Club for \$4,400 to mow the shoulders of the town roads. Approved. The work is to begin immediately. Mr. Ritter asked what would happen if we didn't mow this year. Mr. Ritter noted that if we do the limbing with that rotary blade

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it makes a terrible mess. Ms. Nimz noted that there are trees on the road right of way that need to be cut.

Fred Radtke asked how the alcohol policy is going to work. He stated that it would possible that the Prime Timers would not know that someone is sneaking in hard liquor. Will they be denied their license? Perhaps a sign can be put on the door of the Community Center.

Mr. Ritter would like some input from the board concerning the date and time of the Lakes Fair. The committee would like to hold it during the Flea Market on a Monday. Ms. Nimz was concerned about the parking.

Mr. Ritter asked if the town insurance covered liability for buoys placed in a lake such as Lost Lake, with a DNR permit, that doesn't have a Lake Rehab. District. It is the board's opinion that as long as the buoys are legally placed, the town's insurance would cover it.

Mr. Odette asked if he needed to get bids for file cabinets. The board thought that quotes would be all right.

Mr. Wendt noted that the Board of Appeals structure would be on the agenda for the August meeting.

Mr. Ritter asked about bids on the pump for the Red Brick Schoolhouse and Community Center. Mr. Ritter also asked about the work on Deadman's Gulch Road. At least the stumping and brushing had been done.

Motion Odette seconded Nimz that the meeting be adjourned. Approved.

Town Clerk

Chairman

Supervisor

Supervisor

Supervisor

Supervisor