

**VILLAGE OF EPHRAIM
BOARD OF TRUSTEES MEETING MINUTES
MONDAY FEBRUARY 13, 2012**

Present: John Cox- President, Sue Sherman, Jane Olson, Tim Nelson

Absent: Steve Sauter

Staff: Charity Buhr- Administrator/Clerk, Niles Weborg- Fire Chief, Susan Shallow- Deputy Clerk

Guests: Mike McCutcheon, John Held, Diane Taillon, Tad Dukehart, Keith Krist, Anne Glabe, Kate Houston

1. **Call to Order:** Meeting called to order by President Cox at 7:01 pm.
2. **Changes in Agenda:** None
3. **Review and Approve January 9, 2012 Village Board of Trustees meeting minutes.** Olson requests correction on Page 2, item 7, paragraph.

Motion per Nelson to approve the January 9, 2012 meeting minutes as amended, seconded by Sherman, all ayes, motion carried.

4. **Visitors' Comments:** Keith Krist commented that he had not yet heard back from Buhr regarding plowing at his location. Diane Taillon would like more information about why the Board was not interested in purchasing the property discussed last month. It was explained that because it is not contiguous with other Village owned properties the Village would not be interested at this time. In addition it was a concern of the Zoning Administrator that if the current lot was split it would result in creating a sub-standard lot. Taillon added that The Smart Growth plan suggests that the Village should acquire, Nelson replied that while that is a goal of Smart Growth it is not always possible. Taillon inquired if the Village would be interested if the property were gifted, perhaps replied Cox.
5. **Consent Agenda Items**
 - a. Administrator/Clerk shorefront property Report and Year to Date Financials
 - b. Zoning Administrator Report
 - c. Buildings and Grounds Supervisor Report
 - d. Community Protection - Fire Chief's Report
 - e. Wastewater Plant Manager's Report
 - f. Treasurer's Report
 - g. Bills to be Paid

Motion per Sherman to approve the consent Agenda items as presented, seconded by Nelson, all ayes, motion carried.

6. **Community Protection**
 - a. Discussion and consideration regarding change in Firefighter Accident and Sickness Insurance Policy. Item forwarded by the CPC committee to the Board after review of insurance specifications provided to them by Administrator Buhr with recommendation that they consider switching the insurance coverage to Provident. A discount of 10% can be claimed if we contract for a three year period and prepay. Nelson inquired as to where the funds would come from. Buhr stated that there is another option – to contract and pay in installments that would only put them over their 2012 budget \$126 this year. They could adjust next year's budget to accommodate the increased premium. There is money in the mid door fire calls line item suggested Buhr. Sherman suggests that we go with the three year commitment and pay in installments. Money to come from the mid door call category.

Motion per Sherman to proceed with Provident Plan 1 for the Fire Fighters, seconded by Nelson, all ayes, motion carried.

- b. Discussion and consideration regarding sale of fire truck #6: Cox feels we may not be marketing the truck properly and provided examples such as stripping it down and selling the Mack chassis separately as it has many other applications Chief Weborg has spoken with someone regarding the potential for selling the complete truck. The 1992 Truck should garner \$20,000-\$30,000 as is, stated Dukehart. Cox suggested that if we can get \$20,000 it would be a good base price. Olson suggests we market it at both angles, whole and in pieces and see what we are offered. Krist inquired who is authorized to ok a sale; he feels that either Dukehart or Chief Weborg should be the final word. Dukehart suggested that Administrator Buhr be the contact person. Nelson suggests that Weborg and Dukehart talk to the brokers to get their best offer and then inform Buhr who will schedule a special Board meeting for final sale approval. Dukehart will provide additional information to the Board next month.
- c. Discussion and set public hearing regarding Ordinance 01-2012 – Burn Ordinance: This item was sent back to the CPC in January for further consideration. Cox has listened to the last CPC audio minutes, feels the Board was misrepresented, the Board thought the suggested ordinance was good but asked for definitions and that it not be too restrictive. It seemed thru the audio that the message they got was to exclude outdoor fireplaces and chimeras. Cox would also like Commercial properties addressed within this ordinance. Cox noted that are Commercial properties that do not provide Commercial food preparation that at some time might want to do a fire pit or a fish boil. Dukehart inquired why this has become so complicated, he has heard from many residents who would like the Village to please make it legal so they can have a fire pit. Cox responded that when we write an ordinance we have to be clear and concise so that it is not misinterpreted should it become a legal issue. Brief discussion regarding who writes ordinance, Houston thinks it is the Planning Committee, this is incorrect the Planning Committee is responsible for Zoning Ordinances not all of the Village ordinances. Ordinance language is writer by Bristol the Zoning Administrator, General ordinance by Administrator Buhr and our Village attorney because all ordinance must be legally defendable. The Board wants clear definitions of Fire pits, Chimneys, Chimeras, Webber type fireplaces, set-backs. It must also include commercial properties and separately commercial food preparation.

7. Administration

- a. Discussion and consideration regarding election worker job description: Buhr provided an amended copy of the election worker job description for Board review. Buhr explained what the Clerk will do and what the Election Workers will be responsible for. Public test day is open for all who want to observe. Glabe and Houston requested access to the procedure book for set up, take down, and machine operation this will be made available on Public test day.

Motion per Nelson to approve the election worker job description as presented, seconded by Sherman, all ayes, and motion carried.

- b. Discussion and consideration regarding Resolution 01-2012 Budget Amendment: That the sum of \$22,000 be transferred from the Wastewater Plant Improvement Account to the Capital Reserve Account and designated as funds for future Reed Bed project. That the sum of \$5,938 be transferred from Contingency Account to the Airport Account to pay cost share of seal coating and crack filling pavement, master plan and land acquisition for future development. That the sum of \$126.00 be transferred from the Community Protection Mid Door calls Account to the Community Protection Extended Accident Policy for 2012 premium.

Motion per Olson to approve the 2012 Budget amendment01-2012, seconded by , Olson aye, Sherman aye, Cox aye, Nelson aye motion carried.

- c. Discussion and consideration regarding preliminary commitment to assist DC Hwy Dept in financing improvements to County Q – Moravia Street East – Options: Buhr presented item- This was in response to Boards request to make Hwy Q a no passing zone. John Kolodziej looking into adding shoulders to Hwy Q, also suggested a speed machine to determine just how fast traffic is traveling before determining if a no passing zone is warranted. It is a problem stated Cox and speed limit enforcement is slim. It behooves the Board to look at a cost sharing once a determination is made. Buhr directed to find out the nature of Gibraltar’s cost share on A and come back to the Board. We are interested added Nelson.
 - d. Discussion and consideration regarding request for monthly written reports from the Ephraim Gibraltar Airport Commission. This has been an ongoing problem over the years. McCutcheon volunteers to meet with the other Ephraim representatives and come up with a solution, he understands the problem and it must be resolved. The \$5,938.00 for the Master Plan, crack filling and seal coating was not a budget item and is similar to previous short falls. We must be notified at budget time for any expenditure planned by the Airport Commission, including any long range plans. Renovations and improvements at the Airport are paid 85% coming from Federal, 10% from the State and 10% from the two municipalities (5% from Gibraltar and 5% from Ephraim).
- 8. Communications / Correspondence:** Board will review all correspondence presented this month. The EBC now a 501C6.
- 9. Committee Minutes for Review**
- 10. Visitors’ Comments:** John Held concerned with the number of signs posted that can not be enforced and still require common sense, a sign is not going to make a lot of difference.
- 11. New Business for Next Meeting:** March 12, 2012
- 12. Adjournment**

Motion per Nelson to adjourn this meeting of the Ephraim Board of Trustees, seconded by Sherman, all ayes, motion carried.

Recorded by
Susan Shallow- Deputy Clerk