

VILLAGE OF EPHRAIM

FOUNDED 1853



VILLAGE OF EPHRAIM BOARD MEETING MINUTES TUESDAY, MARCH 14, 2017 - 7:00 P.M.

Present: Cindy Nelson, Jim Stollenwerk, Paul Roppuld, Tim Nelson

Absent: Mike McCutcheon

Staff: Brent Bristol- Administrator, Susan Shallow- Deputy Clerk

Guests: Mr. & Mrs. Jim Peterman, Keith Krist, Russ Salfi- Treatment Plant Operator in Charge, Fred Bridenhagen

1. **Call to Order:** Deputy Clerk Shallow called the meeting to order and requested the Trustees appoint a temporary chair for tonight's meeting.

Motion per C. Nelson to appoint Tim Nelson as the chair for tonight's meeting, seconded by Roppuld, motion carried

2. **Quorum:** A quorum is present for this meeting.

3. **Changes in Agenda:** None

4. **Review and Approve 2/14/2017 Board Minutes**

Motion per Stollenwerk to approve the February 14, 2017 meeting minutes as presented, seconded by Roppuld, C. Nelson abstains, motion carried.

5. **Visitors' Comments:** Krist requests that when they plow Hoganson Lane, Please don't close it off.

6. **President's Comments:** None

7. **Consent Agenda Items**

- a. Administrator Report
- b. Clerk Report
- c. Maintenance Report
- d. Year to Date Financials
- e. Community Protection - Fire Chief's Report
- f. Wastewater Manager's Report
- g. Bills to be Paid

Motion per C. Nelson to approve the consent Agenda items as presented, seconded by Roppuld, T. Nelson abstains, motion carried.

8. **Administration**

- a. **Discussion and Consideration regarding Ephraim Fire & Rescue Association – TEMPORARY CLASS "B" License:** Bristol introduced this item is an application from the Ephraim Fire Association to serve alcohol at this year's Fyr Bal. Bristol stated the only alcohol allowed is Beer. Bridenhagen questioned if the EBC should be the applicant as they are responsible for Fyr Bal. Bristol responded yes and we have not received an application for the event this year and that this may be putting the horse before the cart. Bristol mentioned that a brick and mortar business cannot have a picnic license. Brief discussion regarding businesses not be able to set up a tent and sell alcohol. A group like the Sister Bay Lions Club could apply for such a license stated Nelson. T. Nelson noted that the Board will have to talk about this at a future meeting. C. Nelson suggests we should wait until the EBC informs us of the date and their intention, suggests we table this for future consideration.

Motion per C. Nelson to table the application from the Ephraim Fire Fighters Association until such time as we have heard from the Ephraim Business Council, seconded by Stollenwerk, motion carried.

- b. **Update regarding Village Streetscape plan:** Bristol introduced this item, the Board approved a contract with AECOM to develop and provide 30% engineering plans to be delivered to the Village by May 15, 2017. This plan will include storm water runoff added Bristol. Peterman also inquired about burying power lines, which will be looked at after we see the plans and determine the possible costs involved responded C. Nelson. Bridenhagen inquired if we have given any thought to keeping the walkway free of snow. That will also be something the Board will have to talk about after we see the costs, responded T. Nelson.

9. Wastewater

- a. **Discussion and Consideration regarding manhole inspection quotes:** Salfi introduced this item, he received two quotes for the inspection of 66 manholes along Highway 42, one of them also included a price for other manholes in the Village, and Salfi is suggesting that we concentrate on just those that will be impacted by the re-surfacing project. At the recent Wastewater meeting McCutcheon was concerned that this work may have to be repeated if the DOT accepts our plan and if they want to make any changes to the elevation of 42. Salfi will speak to Sabel about this possibility and the possible cost for repair and bring this back to the Committee next month. T. Nelson inquired if Salfi will be asking Sabel for a quote for other manholes in the Village, yes responded Salfi.
- b. **Discussion and Consideration regarding repair of sludge transfer pump:** Recommendation from the Wastewater Committee that we accept the bid from Sabel Mechanical LLC to overhaul 1 vertical sludge pump and motor and other repairs if needed at a cost of \$6,000. Stollenwerk inquired about the cost for a new pump Salfi responded about \$15,000. T. Nelson asked Salfi if he thought this was the way to go, yes he believes these repairs will be the most economic responded Salfi.

Motion per Roppuld to approve the Wastewater Committee recommendation as presented, seconded by Stollenwerk, motion carried.

- c. **Discussion and Consideration regarding installation of level display install at Lift #2:** Salfi provided information on the display and the need for it. Recommendation from the Wastewater Committee that we accept the bid from PJ Kortens & Company, Inc. to provide and install a remote level display at lift station #2, cost not to exceed \$1125.00.

Motion per Roppuld to install a level display at Lift Station #2 and approve the Wastewater Committee recommendation as presented, seconded by C. Nelson, motion carried.

- d. **Discussion and Consideration regarding operator in charge cell phone stipend increase:** Salfi explained the need for the increase. Recommendation from the Wastewater Committee that we increase the cell phone stipend for the Plant Operator in Charge to \$30 per month.

Motion per C. Nelson to increase the Stipend for Cell Phone for the Operator in Charge to \$30, seconded by Roppuld, motion carried.

10. Physical Facilities

- a. **Discussion and Consideration regarding culvert replacement on Hoganson Ln:** Stollenwerk introduced this item and provided information on the three culverts. Recommendation from the Physical Facilities Committee that we have installed the three culverts as proposed by John Kolodziej of the Highway Department at a cost not to exceed \$9,300. C. Nelson noted that the estimate was totaled incorrectly and should total \$9,400.

Motion per C. Nelson to approve the replacement of the three culverts as presented, not to exceed \$9,400 seconded by Roppuld, motion carried.

- b. **Discussion and Consideration regarding Moravia point and conceptual observation deck on old fire station:** Bristol introduced the item and Krist explained its genesis. Recommendation from the Physical Facilities Committee that we prepare a plan to add an observation deck to the top of the Firehouse Museum which would include cleaning up the view of the upper area above the building and would protect the roof of the firehouse and include an ADA compliant stair access. Bristol added that the Fire Fighters association asks that if we decide to do this project that we take measures to protect the integrity of the roof.

Motion per C. Nelson to direct the Physical Facilities Committee to continue their work to develop a plan to add an observation area on top of the Fire Museum, seconded by Stollenwerk, Roppuld abstains, motion carried.

11. **Committee Minutes for Review:** C. Nelson stated that the Dark Sky representative will not come but will provide a phone consultation. Stollenwerk suggested that perhaps we should pick out a few options and let the property owners comment and choose one. We have 111 Streetlights noted Stollenwerk.
12. **Correspondence:** A copy of the letter recently sent to property owners on the private portion of North Shore Rd.
13. **Visitors' Comments:** Peterman commented that he hopes the manholes are put in straight and level.
14. **New Business for Next Meeting:**
15. **Adjournment**

Motion per C. Nelson to adjourn this meeting of the Ephraim Board of Trustees, seconded by Roppuld, motion carried.

Recorded by,
Susan Shallow- Deputy Clerk