

# VILLAGE OF EPHRAIM

FOUNDED 1853



## Physical Facilities/Utilities Committee Minutes Tuesday, November 7th, 2017 – 8:00 A.M.

Present Jim Stollenwerk- Chair, Cindy Nelson, Diane Kirkland, Paul Flottman

Absent: Jim Peterman, Theresa Weborg

Staff: Brent Bristol- Administrator, Justin MacDonald- Maintenance Department, Susan Shallow- Deputy Clerk

1. Call to Order: Meeting called to order by Chair Stollenwerk at 8:00 A.M., A quorum is present for this meeting.
2. Changes in Agenda: None
3. Visitors' Comments: None
4. Previous Minutes for Approval: 10/3/2017

**Motion per Nelson to approve the October 3, 2017 meeting minutes as presented, seconded by Kirkland, motion carried.**

5. **Discussion and recommendation regarding gazebo railings:** The railings are in need or re-painting, the warranty has expired. Nelson suggested that we look at other materials to replace the railings and make it something the Maintenance crew can maintain.

**Motion per Kirkland to replace them with new, monies to come from Capital Reserve, seconded by Nelson, all ayes, motion carried.**

6. **Discussion and recommendation regarding maintenance trucks and possible 2018 purchase:** Per MacDonald-Rasmusson proposes that the department sell the 2007 Ranger which currently does not meet the needs of the department, on auction, the Blue Book value is between \$9,800 and \$12,500 the minimum we would take would be \$10,000 it only has 34,000 miles on it and the body is in good condition. We would then combine the current Capital Reserve amount for the 2008 F-250 and the 2007 Ranger \$7,000 and we would then have \$35,400 to put toward a new dump truck. After we receive the new dump truck we would then sell the 2005 F250 and get \$5,000 back. The new dump truck would help with plowing and other large projects. Any overage can come out of Capital Reserve for the Hall boilers which would be paid back. Kirkland suggested that we get quotes from other sources. We may get a better deal on a 2017 since it is at the end of the year.

**Motion per Flottman to approve and recommend that we purchase a new F-350 2017 or 2018 Ford Dump Truck, at a cost not to exceed \$50,000 which includes snow plow and dump box and other accessories as needed with monies to come as presented from source at the discretion of Rasmusson seconded by Nelson , motion carried**

7. **Update regarding street scape related projects:** We are proceeding on Cherry Street noted Stollenwerk, Hockers is to begin working on the upper steps this week. The bottom steps will not be done until the utility burial of lines at the top of the steps is completed. Stollenwerk hopes that the next thing on the Board Agenda will be picking out an engineering firm and a project manager to be responsible for all the competitive bids received. Discussion regarding McMahan and other potential engineering firms. There are two areas on Streetscape that Nelson would like to speak to, one is the lights. We talked to McMahan and they gave a bid of \$6,000 but would not come up here to speak with us, the second is SHE who came up to speak with Stollenwerk, Nelson and others and they have been involved in Dark Sky compliance practices. Flottman commented that the Hall is looking better than it has in several years, however he has issue with the light fixture at the entrance. Bristol offered that we may wish to consider LED dimmable lights may be an

option. Secondly, C. Nelson would like to discuss the beach area, when the Board voted no to doing the beach, she feels that we should keep it on the plate and not let the Board forget about it. Tim Nelson wants cedar bushes again, but Rasmusson and Cindy Nelson have talked to Lake Shores Landscape and design about what would work for \$2,750 he would put the concept together. Baudhuin bid for \$2,300 to provide a possible design. Some discussion regarding why the Board did not approve this project. The beach is ugly and mostly weeds but it is a focal point of the waterfront added C. Nelson. Kirkland stated that we need a footing for any wall, if we do it right it will coordinate with other areas of the Village. The committee thinks we should keep it on the plate. Bristol suggests that we have some professional back-up our plan and say yes, that will work. Stollenwerk thinks that we really should do something there.

**Motion per Kirkland to recommend to the Board that in as much as the beach was the impetus to begin this whole streetscape plan and that it is a prime tourist focus and is the focus of the new walking path and that expert testimony that the wall will work that the Board re-consider the renovation of the Beach as part of this project, seconded by C. Nelson, all ayes, motion carried.**

8. **Discussion regarding village property maintenance plan and feedback:** MacDonald is here to present the Administrator's report. General maintenance duties were performed along with changing the battery on the sump pump at the Village Hall and work on the Hall alarm system, a couple of set up and breakdowns at the Hall for potential Board meetings, painted the Gazebo with a 2 part epoxy paint, removal of air conditioning unit at Admin office which required repair of the wall and the siding. Work continues at the old dump site on German Road so far we have had 2-20 yard dumpsters full, one garbage and one metal recycling. Kirkland asked about the work at the Smith property was there any consideration to her comment that we must maintain a berm of some kind there. MacDonald could not comment on this item. Kirkland explained the deed restriction and feels we should honor it. Bristol stated that Rasmusson plan is for plantings and a berm there, it is a project in works.

Flottman stated that the jersey barriers at Anderson Dock are falling apart and need to be replaced. We also need something to deflect high water there as well. Whatever we put in would have to run the north wall of the dock. Nelson asked if this is under the auspices of the Marina and Moorings Committee, Bristol thinks when this comes up both committees should meet and possibly do a 50-50 split on whatever is to be done.

Kirkland asked about removing a display case from the VIC, it was put in by Rocky and now they didn't want it- it has been taken to recycling. Kirkland asked about the yard waste at recycling, most of it is gone now replied MacDonald.

9. Next Meeting: Wave protection at Anderson Dock. December 5, 2017 8AM  
10. Adjournment

**Motion per C. Nelson to adjourn this meeting of the Physical Facilities Committee, seconded by Kirkland, motion carried.**

Recorded by,  
Susan Shallow Deputy Clerk