

VILLAGE OF EPHRAIM

FOUNDED 1853



VILLAGE OF EPHRAIM BOARD MEETING MINUTES TUESDAY, DECEMBER 12, 2017 – 6:30 P.M (CLOSED) 7:00 P.M. (OPEN)

Present: Mike McCutcheon- President, Tim Nelson, Paul Roppuld, Cindy Nelson, Jim Stollenwerk

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

Guests: Marianne Roppuld, Keith Krist, John Held, Mr. & Mrs. Peterman, Paul Wilson, Ken Nelson, Fred Bridenhagen, Bruce Nelson, Chief Justin MacDonald, Chuck Pearson, Dick Van De Ven, Jackson Parr

1. **Call to Order:** Meeting called to order by President McCutcheon at 6:30 P.M.
2. **Quorum:** A quorum is present for this meeting
3. **The Village Board may entertain motion and convene into closed session per §19.85(1) (e) Wis. Stats.** Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session. For the purpose of discussing appraisal reports of village properties impacted by WisDOT's right of way correction project, and for general property acquisition discussion as it applies to the streetscape project.

Motion per T. Nelson to convene into closed session per §19.85(1) (e) Wis. Stats. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session. For the purpose of discussing appraisal reports of village properties impacted by WisDOT's right of way correction project, and for general property acquisition discussion as it applies to the streetscape project seconded by Cindy Nelson, poll of Board Stollenwerk aye, T. Nelson aye, C. Nelson aye, Roppuld aye, McCutcheon aye, all ayes and motion carried.

4. **Please take notice pursuant to §19.85(2) Wis. Stats, the Village Board may entertain motion and reconvene in open session and may address the matters considered in closed session and all other matters on the agenda. The Village Board believes it will reconvene in open session at approximately 7:00)**

Motion per T. Nelson to reconvene in open session, seconded by Roppuld, all ayes, motion carried.

Motion per T. Nelson to proceed as discussed, seconded by C. Nelson all ayes, motion carried

5. **Changes in Agenda: Chief MacDonald requested item 11 to follow consent Agenda**
6. **Review and Approve 11/14/2017 Board Minutes**

Motion per T. Nelson to approve the November 14, 2017 meeting minutes as presented, seconded by C. Nelson, motion carried.

7. **Visitors' Comments:** M. Peterman thanked the Board for the new tables at the Village Hall.

8. **President's Comments:** McCutcheon welcomed all to this meeting.

9. **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 Stollenwerk, all ayes and motion carried.

T. Nelson inquired why he was listed on the Streetlight Rebate List, Sue will check.

10. Administration

- a. **Discussion and consideration regarding Resolution 06-2017 Approval of 2018 Fee Schedule:** This is a yearly document for public reference. Bristol noted that there will be a minimal increase for Inspection fees.

Motion per T. Nelson to approve resolution 06-2017 the 2018 Village of Ephraim Fee Schedule as presented, seconded by Stollenwerk, all ayes, motion carried.

- b. **Discussion and consideration regarding approval of RFP for Streetscape Plan Engineering:** The AD HOC Committee has met and developed an RFP proposal for the Board to discuss. A copy of the proposal was included in the Board packets. K. Nelson explained the proposal and the scope of work. Part of the scope of work will be done after the States re-surfacing project and some of the work will be done prior to the re-surfacing. Coordination with and review by the WisDOT will be required noted K. Nelson. They are recommending a qualification base selection for an engineering firm, not a cost based selection. All firms are pre-qualified by the DOT. AECOM, Ayres Associates, Meade & Hunt, MSA Professional, McMahan, SEH will all be approached. Tim Nelson stated on the second scope of work should include all overhead utility and communication lines. Roppuld would like a week or so before approving this document. The Engineering firms would develop contract plans which would then go out for bid explained K. Nelson. There is no monetary commitment by the Village at this point noted C. Nelson, we are asking for proposals no payments until we sign a contract.

Motion per C. Nelson to accept this RFP for Engineering and Design Services, seconded by Stollenwerk, all ayes and motion carried.

11. Physical Facilities

- a. **Discussion and consideration regarding Baudhuin contract for beach design, specifications, and bidding:** The Physical Facilities committee has reviewed this item and has recommended to the Board that we accept the October 2, 2017 contract from Baudhuin Surveying & Engineering with a scope of service that would include the design and specifications and project bidding at a cost not to exceed \$2,300. Bridenhagen questioned the price list that was presented by Stollenwerk, the \$100,000 figure on that document was an error stated Stollenwerk.

Motion per Stollenwerk to accept the October 2, 2017 contract from Baudhuin surveying & Engineering with a scope of services that would include the design and specifications and project bidding at a cost not to exceed \$2,300, seconded by C. Nelson, T. Nelson no, Stollenwerk aye, Roppuld no, C. Nelson aye, McCutcheon no, and motion failed.

T. Nelson stated that planters on the wall should never happen, the beach has been a very discreet, private place for people to enjoy the beach, a visual barrier provided this a 18 inch wall will not provide this and he cannot approve this project. Roppuld is concerned that this will lead to escalating costs and he also cannot approve this. Bridenhagen would like more information about the proposed wall. T. Nelson has spoken with a concrete guy about alternatives. Questions from the audience concerning any liability from kids jumping off that type of wall. Bridenhagen feels that the committee has no real concept of what it is going to be. We have a vision but not a design replied C. Nelson that is why we need it designed so that we can then present a plan to the Board. Krist inquired if this wall is going to stop the sand from going across the road, nothing will stop it 100% noted T. Nelson. Marianne Roppuld inquired if they are asking Baudhuin for a design, we have given them ideas of what we want and they will give us a plan to do it replied C. Nelson. P. Roppuld does not see any sense in paying for a proposal. McCutcheon inquired of P. Roppuld if this would be a case for an RFP. A paragraph would do i.e. we have a problem with sand coming over the highway and ask for a proposal on how to deal with it, then they should provide alternatives and if we then approve we sign a contract, but don't put the cart before the horse suggested Roppuld. Ken Nelson stated that at a cost of \$2,300 no one will respond with a proposal, we should pick a company but provide them with a clear scope of service and ask them for another alternatives. Pearson suggests that we need to clearly define the problem in writing, the goals and the problems we want rectified.

McCutcheon suggested that the committee come back next month with a specific list of what we want out of Baudhuin for \$2,300. This will go back to committee for further consideration.

12. Community Protection

- a. **Discussion and consideration regarding addition of second captain position within Ephraim Fire Department:** MacDonald wished all a happy and healthy holiday. MacDonald explained the need for another officer. This was a budget item and was approved during the budget process.

Motion per T. Nelson to approve the addition of another captain for the Ephraim Fire Department, seconded by C. Nelson, all ayes and motion carried.

- b. **Discussion and consideration regarding Ordinance 03-2017, Creation of New Chapter 9, Peace, Order, and Nuisance ordinance:** On-going review of the suggested revisions to this document. Tonight we began with 9.06 Noise. McCutcheon read the proposed ordinance minor typo changes were made but no major changes. The Board will now review the document incorporating any changes made and this will be on the January Agenda for approval.

13. Marinas and Moorings

- a. **Discussion and consideration regarding Anderson Dock sheeting and rub rail replacement:** T. Nelson introduced this item. The committee met with Mike Cole a couple of months ago about possible repairs. A quote has been received from Iron Works to repair the sheeting at Anderson Marina and replacement of the 75 vertical bumpers at a cost of \$20,250.00. This is a bandage to hold us over for a decade when a much larger project is going to come stated T. Nelson. Money to come from Marinas & Moorings Budget added T. Nelson.

Motion per Roppuld to contract with Iron Works for the sheeting and repairs at Anderson Marina as presented at a cost not to exceed \$24,000.00, seconded by C. Nelson, all ayes, and motion carried.

14. Committee Minutes for Review: No questions at this time
15. Correspondence: Bristol provided a copy of the 2017 Wisconsin Act 67 and explained how this may affect local ordinance.
16. Visitors' Comments:
17. New Business for Next Meeting: Final Review of Chapter 9 Peace, Order and Nuisance
18. Adjournment

Motion per T. Nelson to adjourn his meeting of the Board of Trustees, seconded by C. Nelson, all ayes and motion carried.

Recorded by,
Susan Shallow- Deputy Clerk