

# VILLAGE OF EPHRAIM

FOUNDED 1853



## **Physical Facilities/Utilities Committee Minutes Tuesday, May 1st, 2018 – 8:00 A.M. 10005 Norway -Administration Office**

Present: Jim Stollenwerk-Chair, Cindy Nelson, Paul Flottman, Jim Peterman

Absent: Theresa Weborg

Staff: Brad Rasmusson- Physical Facilities Manager, Susan Shallow- Deputy Clerk

Guests: Diane Taillion

1. Call to Order: Meeting called to order by Chair Stollenwerk, a quorum is present for this meeting.
2. Changes in Agenda: None
3. Visitors' Comments: None
4. Previous Minutes for Approval:

**Motion per Nelson to approve the January 30, 2018 meeting minutes as presented, seconded by Peterman, all ayes and motion carried.**

5. **Discussion and recommendation regarding Village Hall restoration work:** Rasmusson proposed that another \$24,000 come out of room tax and go toward continues restoration of the Village Hall. Work would include repairing the windows on the top floor and installing a new weather vane on the peak. In order to do this we would need to rent a very large articulating man lift cost between \$2,000 and \$4,000 per month. Rasmusson happy with work begun by E.S. Olson Construction and would like to continue working with them. The rusted book drop at the Library would also be replaced.

**Motion per C. Nelson to approve and recommend to the Board that we continue with restoration of the Village Hall at a cost of \$24,000 to be paid for out of the room tax fund, seconded by Peterman, all ayes and motion carried.**

6. **Discussion and recommendation regarding Larson Lane rebuild:** Rasmusson stated that per DC Hwy Dept. we replaced the culverts and let them acclimate one freeze and thaw cycle prior to road work so as not to have future settling issues. We already have engineering plans from Baudhuin, they will help with the bidding process. We currently have \$155,000 in capital Reserve Funds for road work.

**Motion per C. Nelson to approve and recommend to the Board that we put the project of rebuilding Larson Lane out for bid, utilizing Steve Parent of Baudhuin seconded by Peterman, all ayes and motion carried.**

7. **Discussion and recommendation regarding Beach property:** Nelson has spoken with John Meredith from Lakeshores Landscape regarding submission of 3 different ideas/plans for sand retention at the Beach. Meredith would charge \$2,750.00 to do this work, which would be paid from acct Parks & Grounds Maint/Repair. Aesthetics, function and privacy are important issues to be addressed stated Nelson.

**Motion per Nelson to approve and recommend to the Board that we contract with John Meredith from Lakeshore Landscape to develop plans for the beach renovation to include 3 options for sand retention at a cost of \$2,750.00 to be paid for out of the Parks and Grounds category, seconded by Peterman, all ayes and motion carried.**

8. **Discussion and recommendation regarding lighting Cherry St steps:** Peterman introduced this item. This project has been previously approved. One item that was not addressed was lighting for the steps. Rasmusson recently met with Peterman, Action Electric and WPS to discuss installing 3 light bollards on each staircase to match Harborside Park. We have power at the lower steps from the streetlights that were removed, the upper steps are a bit more complicated and we would need an easement from Anderson Condo's to bring power over. Nelson would like us to consider solar lighting at those areas. Peterman and Rasmusson will look into this option, by consensus the committee approved.
9. **Discussion and recommendation regarding alternate donations:** Stollenwerk introduced this item which has been discussed several times in the past- here are more ideas to consider. Stollenwerk suggests swings along the waterfront. Feels it would be unique for Ephraim. They would be all weather and would not have to be removed in the fall. Nelson feels it would be a beautiful idea. Pricing will be sought for these swings. Item tabled for further discussion. Stollenwerk recommends that we take a look at the park in Baileys Harbor which was done by John Meredith from Lakeshores Landscape.
10. **Maintenance Manager's Report:** Rasmusson provided a synopsis of the work completed by the crew over the last three months. Trees have been trimmed back on several roads. The Hall back bathrooms and stage have been painted, and Hall Dishwasher has been repaired. Brian overhauled the front end of the F-250 including brakes. The refinished rails have been re-installed on the Harborside gazebo. Flushed the storm drains by Spruce St, everything comes out of the concrete pipe.

Stollenwerk and the committee commended the Maintenance Department for all their hard work during snowstorm Evelyn was of course a challenge, required overtime by staff and it took a toll on Village equipment, the plow on the F-550 had the welds on one of the wings broke or bent. Brian and Joe Biewer both worked on making the plow operational during this event, however we may have to replace this plow. Enormous amounts of snow filled various locations throughout the Village. 95 dump truck loads were transported to storage locations. Nelson also stated that they did some amazing work Work continues to get Ephraim ready for the season. The ½ Marathon banners have been hung and they will begin use of the Hall on Monday the 30<sup>th</sup> with the actual event taking place on the 5<sup>th</sup> of May. Mulch is available at the maintenance department, contact Rasmusson.

**Motion per Nelson to accept the Manager's report as presented, seconded by Peterman, all ayes and motion carried.**

11. Next Meeting: Tuesday June 5, 2018, Additional item for that agenda report from Nelson on Green Tier.
12. Adjournment

**Motion per Nelson to adjourn this meeting of the Ephraim Physical Facilities/Utilities Committee, seconded by Peterman, all ayes and motion carried.**

Recorded by,  
Susan Shallow- Deputy Clerk