

VILLAGE OF EPHRAIM

FOUNDED 1853



VILLAGE OF EPHRAIM BOARD MEETING MINUTES TUESDAY, JULY 10, 2018 6:30P.M (CLOSED) 7:00 P.M (OPEN)

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

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

Guests: Margaret & Jim Peterman John Held, Dick Van De Ven, Fred Bridenhagen, Ken Nelson, Paul Wilson, BD Thorp, Keith Krist, Karen McMurtry, Russ Salfi, Marianne Roppuld, Joel Bremer, Natalie Neddersen, Elfie Johnson, Chuck Pearson, Mr. & Mrs. Krebs

1. **Call to Order:** Meeting called to order by President McCutcheon
2. **Quorum:** A quorum is present for this meeting
3. **The Village Board may entertain motion and convene into closed session §19.85(1) (g)**
Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *For the purpose of discussing nuisance abatement*

Motion per T. Nelson to convene into closed session §19.85(1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. For the purpose of discussing nuisance abatement, seconded by C. Nelson, poll of Board, T. Nelson aye, Stollenwerk aye, Roppuld aye, C. Nelson aye, McCutcheon aye, 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 convene into open session seconded by C. Nelson, poll of Board, T. Nelson aye, Stollenwerk aye, Roppuld aye, C. Nelson aye, McCutcheon aye, and motion carried.

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

5. **Changes in Agenda:** None
6. **Review and Approve 2 sets of Board Minutes 6/11/2018 and 7/2/2018**

Motion per T. Nelson to approve the June 11, 2018 meeting minutes as presented, seconded by C. Nelson, all ayes and motion carried.

Motion per T. Nelson to approve the July 2, 2018 meeting minutes as presented, seconded by C. Nelson, all ayes and motion carried.

7. **President's Comments:** No comments at this time

8. 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.

9. Administration

- a. **Update regarding streetscape project:** Ken Nelson introduced this item, the public workshop was June 28, 48 people attended. Progress report received from Nick Becker at AECOM. Project on time and meeting expectations. Meeting with the DOT on Thursday to discuss the 60% plans that have been received and sent to WisDOT.
- b. **Discussion and consideration regarding streetscape project bay side shoulder width:** K. Nelson explained this item. We have a choice of either a 2' or 4' shoulder width from the beach to German Rd. The existing pavement is narrowest at German Road. We have a fairly wide shoulder as you get closer to the beach. If we choose to go to a 4' wide shoulder there will be little to no additional impact. The AD Hoc Committee recommends to the Board a 4' shoulder. No additional property will be needed. It will stay at 2' at German Road. We have done some parking surveys the last few weeks and there have been very few parking on the non-bay side north of the beach. Johnson still feels that we do not need the sidewalks. Nedderson inquired about the parking on the bayside, happy to see the parking on the bayside only. Roppuld thinks a 4'ft shoulder solves a lot of problems including emergency vehicle access.

Motion per C. Nelson to accept the 4' paved shoulder as presented, seconded by Stollenwerk, all ayes and motion carried.

- c. **Discussion and consideration regarding streetscape project Moravia intersection:** K. Nelson introduced this item. The goal is to make this intersection safer. There were 2 options presented by AECOM. Option 1 keeps intersection in its current location, tightens up the intersection and installs a small retaining wall creating parking between the intersection and the Firehouse Museum, all 6 driveways will be retained. Option 2 moves the intersection to the north, brings it closer to a 90 degree angle, reduces the amount of parking from 8 to 6 and impacts the driveway access for the homes adjacent. Ad Hoc Committee recommends option #1.

Motion per T. Nelson to accept the AECOM option #1, seconded by C. Nelson, all ayes and motion carried.

- d. **Discussion and consideration regarding change order to AECOM design contract concerning additional stormwater design costs from Baudhuin, Moravia Street Intersection amendment, and previously discussed AECOM final streetlighting design:** K. Nelson introduced this item and provided a synopsis of its content. We had Baudhuin look at larger look at drainage on the side streets and they recommend additional storm sewer line on Hidden Spring German, Cherry, and Anderson. The Change order also includes additional

moneys for the previously discussed and approved final lighting design, and for the Moravia Street intersection design with the inclusion of the retaining wall.

No change to deliverables, no change to the project schedule. Change in consultants Compensation – Time and materials not to exceed amount of \$415,460.88 an increase of \$108,511.63.

Motion per C. Nelson to accept the AECOM change order for \$108,511.63, seconded by T. Nelson, all ayes and motion carried.

Roppuld inquired if there is any list of potential future liabilities that may come up. K. Nelson does not anticipate any additional increases coming up. Bristol added that the cost for connection of the new wires to resident properties has not been received, and the Board has yet to decide how this will be paid for.

- e. **Discussion and consideration regarding streetscape financing options and obtaining the services of bond council to draft borrowing resolutions:** Bristol introduced this item. Moving forward with the financial aspect of the Streetscape project Bristol has consulted with the Village Attorney Kalny, Representatives from Ehlers, Nicolet bank and our Auditors to draft a resolution document to approve the borrowing as required for the approval of the Village Board. We may retain a Bond Counsel that works with municipalities to draft such a resolution. It may make the most financial sense in the long run for the Village to secure a short term loan then roll that debt over into a bond. Bristol mentioned that he had late this afternoon with representatives from Ehlers and Nicolet contacted regarding financing options. Our Attorney suggests we secure an independent Bond counsel to develop the resolution as he is not a specialist in this area. Bristol explained action items to be addressed in the next few months by the Board.

Bristol thinks that a Bond sale will be the least expensive route in the long run but that incurs a significant amount of Administrative fees. Check received would be for the full amount \$4.85 million and the interest would be for the full amount from day 1 and paid out over a period of 20 years. We may end up with more than we need and have to pay a lot more in interest than we need. Other options include going to Nicolet for short term financing that we would roll into a bond in the future. Interest rates are the unknown part of the equation for the short term financing option but it would allow us to only borrow what we need.

Representatives from Ehlers and Nicolet would be willing to come up and speak with the Board. Quarles and Brady may be a good source for bond counsel. A reimbursement resolution will also need to be done in August.

McCutcheon inquired of the Board members if we should have an AD Hoc committee for finance, T. Nelson that is a good idea if it can be done quickly, Roppuld believes that the most popular option are popular for a reason and we have very talented property owners in Ephraim an AD HOC committee would be useful. C. Nelson we have a tight timeline we cannot spend it looking for a committee, we should hire a professional. Stollenwerk is for a committee and we should move quickly. We need names by next week at this time added McCutcheon. Bristol added that there will be extensive fees involved for finance counsel and all need to be aware of that.

Bridenhagen suggested we look for grants for this project. Perhaps another committee to look into possible grants. Next Board meeting Friday July 13th 8am. No further action until

Friday's meeting. Pearson suggested we hire a professional as quickly as possible. A meeting will be scheduled for 8 am on Friday to discuss the financing and ad hoc committees.

- f. **Discussion and consideration regarding changing the Date for the August Board Meeting:** The normal date for the Board meeting was to be August 14th which also happens to be an Election date. It was suggested that the meeting take place on Monday August 13th 7PM.

Motion per T. Nelson to change the August Board meeting date to Monday August 13, 2018 7P.M., seconded by Stollenwerk, all ayes and motion carried.

- g. **Discussion and Consideration regarding– Combination CLASS “B” & “CLASS C” Retailer’s License- GOOD EGGS – 9820 Brookside Lane:** Clerk has received the corrected documents from applicant and has no issues with this application.

Motion per C. Nelson to approve the application for a CLASS “B” & “CLASS C” Retailer’s License- for GOOD EGGS – 9820 Brookside Lane seconded by Roppuld, all ayes and motion carried.

- h. **Discussion and consideration regarding Cherry Street steps utility burial:** Bristol introduced and explained this item. The previously approved burial cost was \$41,200 for 2 poles on the lower steps. The new cost will be approximately \$32,090 to remove 3 overhead poles and associated lines. The estimates were WPS \$9,539.77, Charter \$9,000 and Frontier \$13,551.48. Total \$32,091.25

Motion per C. Nelson to supersede the previous Board action and approve the price of \$33,000.00 for the removal of 3 poles and burial of lines at the Cherry Street steps, seconded by Stollenwerk, all ayes and motion carried.

Salfi stated that the Electrician will be installing conduit at the upper Cherry Street steps.

10. Wastewater

- a. **Discussion and consideration regarding Change in REU status for properties with a main dwelling and an additional dwelling under common ownership:** Salfi introduced and explained this item, the Wastewater Committee has discussed this change and recommends approval.

Motion per C. Nelson to approve the status change as recommended for properties with a main dwelling and an additional dwelling under common ownership, seconded by T. Nelson, all ayes and motion carried.

11. **Committee Minutes for Review:** No additional questions at this time

12. **Correspondence:** Trustees reviewed correspondence received

13. **Visitors’ Comments:** Elfie Johnson commented that she has often found empty beer cans and empty bottles on German Rd, would like maintenance to occasionally clean that area. Item to go to Physical Facilities. The next workshop for the Streetscape project will be in the fall.

14. **New Business for Next Meeting:** Ordinance for mobile food service

15. **Adjournment**

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

Recorded by,
Susan Shallow- Deputy Clerk