

# VILLAGE OF EPHRAIM

FOUNDED 1853



## VILLAGE OF EPHRAIM STREETScape AD-HOC COMMITTEE FRIDAY, JANUARY 12, 2018 - 8:00 A.M.

Ken Nelson- Chair, John Held, Tim Nelson, Chuck Pearson by phone.

Absent: C. Nelson

Staff: Brent Bristol- Administrator

Guests: Jim Peterman, Jackson Parr

1. **Call to Order:** Meeting called to order by Chair K. Nelson at 8:00 A.M.
2. **Quorum:** A quorum is present for this meeting
3. **The Village of Ephraim Streetscape Ad-Hoc Committee 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 submitted RFP proposals*

**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 submitted RFP proposals, seconded by C. Nelson, poll of Committee Held aye, Pearson aye, and T. Nelson aye, K. Nelson aye all ayes and motion carried.**

4. **Please take notice pursuant to §19.85(2) Wis. Stats, the committee may entertain motion and reconvene in open session and may address the matters considered in closed session and all other matters on the agenda.**

**Motion per T. Nelson to come out of closed session into open session, seconded by J. Held, poll of Committee Held aye, Pearson aye, T. Nelson aye, K. Nelson aye, all ayes and motion carried.**

5. **Changes in Agenda:** None
6. **Visitors' Comments:** None
7. **Discussion and consideration regarding RFP submittals for professional engineering services for the streetscape project.** Held added two additional comments to be added to his suggested list of additional questions for the Engineering firms he had sent to Bristol. K. Nelson stated that we need to feel very comfortable that the firm we select is going to be able to meet the schedule. T. Nelson feels that based on the input of everyone's input which were valuable. T. Nelson feels we should go with AECOM. John Held –no additional comments, Pearson thinks AECOM is now the first choice. Bristol thinks that Nick at AECOM has already been good to work with, he is a known entity, no issues from his end.

**Motion per T. Nelson that based on our analysis of the three candidates, SEH, McMahon and AECOM in terms of proceeding as discussed with this streetscape project and considering the teams presented by each of these candidates, their schedules their scope and the level of experience they presented that we go with AECOM, seconded by John Held, all ayes and motion carried.**

Held reviewed the list he had developed for this project and that raised some questions regarding the scope of the project. Future public meeting to be informational- information going out not asking for additional input from the public. We have to be sensitive about the quantity and location of utility

boxes and utility burial. Bristol inquired if AECOM is expected to talk to WPS about burial of lines or is the Village going to do that. Ken Nelson noted that the big green boxes are all over in Sister Bay, we have by comparison done pretty well with that here in Ephraim. Discussion of where the boxes could be located on a property and not necessarily in the right of way. Who is going to do this, K. Nelson feels that the Village has to be involved in working with WPS. This has to be done before we re-surfacing is done noted T. Nelson. We have to have a discussion with Nick and see what he thinks on this. If we do any trenching for streetlights or utility burial we should do it all at once, we did once and bury it added Held. Jim Peterman has talked to some guy named Rick Huget Ext. 3 from Rock Removal Resource out of Green Bay, a representative will come up here next and he will be here Thursday the 18<sup>th</sup> at 10am, McCutcheon, Salfi and Bristol will meet with him. Held left the meeting at this time. We could do this and finance it for the residents upfront and amortize it out 10 years on the taxes suggested T. Nelson. It's going to be pricy and we may have to borrow more, but we can help our residents out with this. Pearson likes to do simple things extremely well. It is hard to speculate but until we see the actual dates we don't know. There is a critical path to decision making. Feels the Village needs to sit down and determine their critical path and have decision dates go or no go. K. Nelson thinks we have a go for all the re-construction work we need for manhole repair, we have a go for all the drainage and the half mile, and he assumes we have a go for Moravia. Streetlights and burying utilities are still sitting out there. We are coming up on a go for burying utilities and streetlights added T. Nelson. More discussion regarding scope of service and the Board need of monthly progress reports. Pearson left meeting at this time.

## 8. Adjournment

**Motion per T. Nelson to adjourn this meeting of the Streetscape AD Hoc Committee, seconded by K. Nelson, all ayes and motion carried.**

Transcribed by,  
Susan Shallow Deputy Clerk