

# VILLAGE OF EPHRAIM

FOUNDED 1853



## VILLAGE OF EPHRAIM BOARD MEETING MINUTES MONDAY JUNE 11, 2018 7:00 P.M

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

**Absent:** Paul Roppuld

**Staff:** Brent Bristol- Administrator, Andrea Collak- Clerk, Susan Shallow- Deputy Clerk

**Guests:** Various Property Owners

1. **Call to Order:** Meeting called to order by President McCutcheon at 7pm
2. **Quorum:** A quorum is present for this meeting
3. **Changes in Agenda:** Move Presidents comments to begin item 7.
4. **Review and Approve Board Minutes (5/8/2018, 5/14/2018, 5/17/2018, & 6/5/2018)**

**Motion per T. Nelson to approve the May 8, 2018 meeting minutes as presented, seconded by C. Nelson, all ayes and motion carried.**

**Motion per T. Nelson to approve the May 14, 2018 meeting minutes as presented, seconded by C. Nelson, all ayes and motion carried.**

**Motion per T. Nelson to approve the May 17, 2018 meeting minutes as presented, seconded by C. Nelson, all ayes and motion carried.**

**Motion per T. Nelson to approve the June 5, 2018 meeting minutes as presented, seconded by C. Nelson, all ayes and motion carried.**

5. **President's Comments:** Moved to beginning of item 7.
6. **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 T. Nelson to approve the consent Agenda items as presented, seconded by C. Nelson, all ayes and motion carried.**

### 7. **Administration:**

#### a. **Board Discussion of the Goals and Objectives of the Streetscape Project:**

McCutcheon welcomed all to this Board Meeting. McCutcheon provided a brief review of the information provided at the last meeting and an outline for tonight's meeting. Bristol provided a handout with information concerning the cost and impact on taxes for each part of the project. Nick Becker from AECOM provided a written progress report on the project for the Board packets. Steve Parent from Parent Construction was also in attendance.

McCutcheon provided his thoughts concerning this project, he is in favor of all aspects as proposed. McCutcheon then read correspondence from Trustee Roppuld who while not in agreement with all aspects of the proposed project feels they are in the best interest of the Village as a whole.

Cindy Nelson spoke about how being part of different committees helped her understand the Village need for this project in order to better serve people of the Village of Ephraim not only today but also tomorrow and beyond.

Tim Nelson spoke about this project and provided history of previous Village projects including the Streetlighting, Treatment Plant, Harborside Park, Norway Fire Station projects. These project benefited Ephraim without changing the village character as originally feared, added Nelson.

Jim Stollenwerk spoke about this project and believes that this project contains essential items for the good of Ephraim. It is time to bring the Village into the present day, added Stollenwerk.

**b. Discussion and public comment regarding adding the following work to the approved Streetscape Project:**

**1. Additional Stormwater Work, Moravia Intersection and Moravia Point Project**

Ken Nelson provided the latest figures on this project. K. Nelson introduced Nick Becker from AECOM and Steve Parent from Baudhuin. We intend to construct new culverts under Highway 42. The half mile south end of Ephraim beach to the Firehouse goal is for a positive drainage system. A roll type curb would not be able to handle our water during a large event. The sidewalk is to provide safety for pedestrians. Asphalt is a very poor material to build a curb. Once the pedestrians can no longer walk along the shoulder we have to give them a safe place to go, the sidewalk must be six feet wide as required by the DOT. We can color the sidewalk any color we want. The sidewalk will be located on the land side of the road where the shoulder is now. Cost remains \$1,700,000.

Drainage beyond the ½ mile reconstruction. Will contain stubs so property owners can tie in there sump pumps and will require an application and inspection. 9 new culverts will be installed, 4 in the reconstruction project area and 5 elsewhere along Highway 42. Cost - \$550,000

McCutcheon stated that on October 2017 the Village signed an agreement with the DOT for re-surfacing of Highway 42. McCutcheon opened this item for public comment and requested that comments be limited to 2 minutes in duration.

**Public Comments**

Diane Kirkland – Most of this is infrastructure and utilities. Underground wiring should be done now. Since 1997 her property tax has only gone up \$300. All of this project is justified, well thought out and now is the time to do it.

Kathy Kirkland – We should think about sustainability in the Village, ecological considerations such as solar lights where possible should be considered. Part of the problem is that this has gone on for so many years without making a decision. Decisions all though they may be hard should be made by the Board.

Paul Heim- Ephraim is a special place and we are all lucky to be here. This is an opportunity to make an investment to ourselves and our children. This has been done with a lot of thought and input. Strongly support this project.

John Held – Spoke about the history of Ephraim and the changes that were made historically. Held mentioned that although many were against the Marina initially it has for several years' generated revenue and is self-sustaining. Asks the Board to think long term and think big.

Amy Murphy – Would like to see drawings for Moravia Point. The Board should talk about crosswalks and speedbumps should be considered where applicable.

Elfie Johnson- Ken Nelson provided a wonderful explanation and needed clarity last week. Still, so many of us resist the sidewalk. Lights do need to be replaced, touch them and they could fall over. Flooding is a priority that needs to be taken care of immediately. Johnson feels that the parking of boats and trailers a problem on Hwy 42 and Moravia is out of hand and that we should find parking elsewhere. We will only gain 7 parking places with the project, we need a hundred parking spaces. The Board should keep in mind that for 8 or 9 months of the year there is nobody here.

Fred Bridenhagen – All change is resented initially, but when you consider the public safety and the lack of storm water abatement this project must be completed. Urges the Board to pass streetscape entirely.

Matt Meacham – The petition recently submitted undermines the Village. The Committees and Board have done their due diligence. In favor of all aspects of this project as presented.

Jim Schwengel – In awe of the Board and Committee members. Their hard work and consideration of Ephraim and its visitor's has been evident during this process. Speaking as a property owner along the proposed Hwy 42 project area he and his family have seen many near accidents, feels a sidewalk is absolutely necessary. In favor of this project.

John Cox – The Fire Station was contentious, however, there was a referendum that passed. All of these projects are elective projects. Suggests an advisory referendum. Does not approve of a curb. Feels that with only a 60% plan people with shorefront property are going to get squeezed by the road.

Dick Volkmann – We should be progressive about capital improvements in the Village. The additions to the base plan are all necessary. We should not do this piece meal. Sidewalks can be any color except plaid. Conduit for future needs should be added. In favor of all the changes proposed.

Jeff Lutsey – Approved the proposed improvements, water drainage is paramount. In favor of all of the base improvements and all of the additions. Approves the sidewalk.

Grace Held – Has watched the Board working on this project for many years. This Board and the associated committees have worked hard and have been thoughtful and prudent and the complete plan should move forward.

Steve Eatough – Neither for nor against streetscape but feels the residents both voting and non-voting should have input by a vote. Ephraim is literally owned by non-voting residents 55%. Recommends a non-binding referendum. It should be divided into 4 sections with associated costs.

Dick Van De Ven – We heard over the weekend that the petition was returned for resubmittal due to technicalities. Due to the imperative timing limits we have decided not to re-submit the petition. We do support an advisory non-binding referendum. Believes property taxes will be significantly impacted. Although Mr. Van De Ven's time limit was up he was reminded that he will be able to speak again in the next section.

Mike McCarthy – He is so impressed with this Board. The project over the last 4 years has included

multiple opportunities for property owner participation and input. In the long run this is an improvement for Ephraim. In favor of this entire project.

Chuck Pearson – He is a skeptical Engineer, however in the last year or two he noted that we have had clear problem definition and as an engineer is now in favor of this project. Ken Nelson is a highly qualified engineer and we have been lucky he has been so dedicated to this Village. The solutions as presented are very clear and concise. Encourages the Board to go forward. Let's go forward united.

Rob Krebs – Generally supports the project is concerned about the amount of space between the road and the houses along the highway. Hopes the Board will consider the property owners there.

Deb Shannon- Have attended many meetings over the last few years. Did the walking tour with the Board members along 42. This Board has been concerned with the impact on the property owners, and applauds the Board. In favor of this entire plan.

## **2. Village Streetlighting Project from Brookside Ln to Anderson Ln**

Ken Nelson – when AECOM introduces the final plans AECOM will have a public meeting where property owners can ask questions one on one. In August we will also have a public meeting. 1.2 miles and designed according to DOT requirements. Pole about 16 feet. Energy use, we are going to use LED lighting. Spacing about 100 feet so 67 poles along 42. All down lighting, color of pole to be addressed. Cost \$600,000.00

Elfie Johnson- Inquired if the electric is coming off private electrical meters and be connected to a central Village meter. Yes replied McCutcheon.

Dick Van de Ven – Continued with his initial comments. Van De Ven is concerned that property taxes will go up more than estimated. Understands it would be more cost effective to do these projects now. The cost of providing sidewalks could incur the potential liability of multi million dollars. Would like the Board to rescind the sidewalks. It is not the Villages responsibility for the personal safety of pedestrians.

Kathy Kirkland inquired about the 67 streetlights, seems like a lot. Ken Nelson responded every 100 feet per the DOT regulations.

Bill Schult – How far will it extend along Highway 42? Ken Nelson responded that initially it will be 1.2 miles, the Board could decide in the future to add additional lights.

## **3. Burial of Overhead Utilities from Wetland Preserve to German Rd**

Ken Nelson introduced this item. WPS provided the Village a cost estimate from south of the wetlands to German. It will be a lot less for trenching, they will refund us if it costs less. The power is much lower level power than Sister Bay. We will only have two big green boxes the rest will be smaller ones. Frontier Charter and Nsight, Action electric will go to all the home impacted and they will do the re-wiring. Total 1,750,000.00.

John Cox – Wants to know the Village and residents responsibility for electric connection costs. Would like clarification on this. Wants assurances that they are not going to get hit hard.

McCutcheon replied that the Board has not decided this. The price includes all of the trenching and Action Electric connection to the homes. Will they provide the conduit and the wire? Bristol

believes that is included in the price they provided. Will the Village pick up all of this or half of this? The topic is open for discussion stated McCutcheon.

Fred Bridenhagen – In favor of burying power, thinks the Village should bare this cost.

Bill Schult – When you replace a service we should ask the provider if the homeowner has to bring their electrical system up to date.

Brief discussion by the Board, this is an unknown, however if the internal wiring for a home or business is not up to current code, the homeowner will be responsible for updating their internal wiring.

**c. Board discussion and consideration regarding adding the following work to the approved Streetscape Project:**

**1. Additional Stormwater Work, Moravia Intersection and Moravia Point Project.**

**Motion per C. Nelson to approve the Additional Stormwater Work, Moravia Intersection and Moravia Point Project, seconded by T. Nelson, poll of Board, C. Nelson aye, Tim Nelson aye, Jim Stollenwerk aye, McCutcheon aye, and motion carried.**

**2. Village Streetlighting Project from Brookside Ln to Anderson Ln with the inclusion of final design costs, surveys, and plats**

**Motion per T. Nelson to approve the Village Streetlighting Project from Brookside Ln to Anderson Ln with the inclusion of final design costs, surveys, and plats, seconded by C. Nelson, poll of Board, C. Nelson aye, Tim Nelson aye, Jim Stollenwerk aye, McCutcheon aye, and motion carried.**

**3. Burial of Overhead Utilities from Wetland Preserve to German Rd**

Additional discussion on this topic concerning funding. By consensus all Board members feel this is for the good of the Village as a whole. Tim Nelson also believes that the project will improve the property value. The Village Board will have more discussion regarding the party bearing the cost for reconnection to the homes.

**Motion per C. Nelson to approve the Burial of Overhead Utilities from Wetlands Preserve to German Rd, seconded by Stollenwerk, poll of Board, C. Nelson aye, Tim Nelson aye, Jim Stollenwerk aye, McCutcheon aye, and motion carried.**

**d. Discussion and consideration regarding Committee appointments and re-appointments:**

**Motion per C. Nelson to re-appoint all continuing committee members, seconded by T. Nelson, all ayes and motion carried**

**Motion per C. Nelson to appoint Diane Taillon to the Physical Facilities Committee, seconded by Stollenwerk, all ayes and motion carried**

**Motion per C. Nelson to appoint Jim Stollenwerk as chair of the Historic Preservation Committee, seconded by T. Nelson, all ayes and motion carried**

**e. Discussion and consideration regarding – CLASS “B” Retailer’s Licenses:**

1. CLINK! – 10331 N. Water Street: Clerk has no issues with this application.

**Motion per T. Nelson to approve the CLASS “B” Retailer’s Licenses for Clink as presented, seconded by C. Nelson, all ayes and motion carried.**

2. SOMERSET INN & SUITES – 10401 N. Water Street: Clerk has no issues with this application.

**Motion per T. Nelson to approve the CLASS “B” Retailer’s Licenses for the Somerset INN & Suites as presented, seconded by C. Nelson, all ayes and motion carried.**

**f. Discussion and Consideration regarding– Combination CLASS “B” & “CLASS C” Retailer’s Licenses:**

1. CHEF’S HAT LLC – 3063 Church Street: Clerk has no issues with this application.

**Motion per C. Nelson to approve the CLASS “B” & Class C Retailer’s Licenses for CHEF’S HAT LLC, as presented, seconded by Stollenwerk, all ayes and motion carried.**

2. GOOD EGGS – 9820 Brookside Lane: Clerk has no issues with this application. C. Nelson noted that information was lacking on the application.

**Motion per C. Nelson to approve the CLASS “B” & Class C Retailer’s Licenses for GOOD EGGS, as presented, seconded by Stollenwerk, 1 aye 3 nays motion failed.**

Applicant should not sell alcohol at his establishment until additional information is provided and the Board approve license in July, applicant can re-apply after providing required information.

3. JOE JO’S PIZZA & GELATO LLC: Clerk has no issues with this application.

**Motion per C. Nelson to approve the CLASS “B” & Class C Retailer’s Licenses for JOE JO’S PIZZA & GELATO LLC, as presented, seconded by, T. Nelson, all ayes and motion carried.**

4. OLD POST OFFICE – 10040 Water Street: Clerk has no issues with this application.

**Motion per C. Nelson to approve the CLASS “B” & Class C Retailer’s Licenses for OLD POST OFFICE, as presented, seconded by Stollenwerk, all ayes and motion carried.**

5. SUMMER KITCHEN – 10425 N: Clerk has no issues with this application.

**Motion per C. Nelson to approve the CLASS “B” & Class C Retailer’s Licenses for, SUMMER KITCHEN, as presented, seconded by T. Nelson, all ayes and motion carried.**

6. TRIXIES'S LLC – 9996 Pioneer Ln: Clerk has no issues with this application.

**Motion per C. Nelson to approve the CLASS "B" & Class C Retailer's Licenses for TRIXIES'S LLC, as presented, seconded by Stollenwerk, all ayes and motion carried.**

**8. Wastewater**

- a. **Discussion and consideration regarding installation of gate at plant receiving station:** Salfi presented this item. Provided new pricing from Fortress Fence, The Committee has discussed this item and recommends approval at new price.

**Motion per T. Nelson to approve the quote from Fortress Fence for installation of a gate at plant receiving hill at a cost not to exceed \$6,300.00, to be funded from the line item, collection system projects, seconded by C. Nelson, all ayes and motion carried.**

- b. **Discussion and consideration regarding purchase of new F-550 service vehicle:** Salfi introduced this item and provided information of all bids received – The Wastewater Committee has discussed this item and recommends approval. Salfi contacted Nicolet Bank for possible monthly payments. Interest \$2,350.00 for 3 years. Ford credit offered a lease with a 6.5 interest rate. Tim Nelson inquired how badly we need a new truck, Salfi provided a response the vehicle it would replace is a 2001.

**Motion per T. Nelson to approve the quote from Olson Ford dated 5/30/2018 for a 2018 Ford F-550 at a cost not to exceed \$44,330.00, plus DMV fees, seconded by C. Nelson, all nays and motion failed.**

T. Nelson not enthused with financing, did not hear emergency, feels we should look at the replacement fund and update replacement for vehicles. C. Nelson stated that Maintenance just bought a truck and we now have 2 plow trucks. Stollenwerk suggests we hold off on this for a few months when we have a little more breathing room without financing. Bristol thinks on principle he does not agree with financing, likes the idea a waiting and thinking on it. McCutcheon suggests we wait and see what happens with the maintenance 250.

**9. Physical Facilities**

- a. **Discussion and consideration regarding replacement book drop door at Ephraim Library:** Committee has discussed this item and recommends approval.

**Motion per Stollenwerk to accept the June 1<sup>st</sup> quote from LAFORCE for a new book drop at the Library at a cost not to exceed \$2,217, which includes book drop, installation and painting of the door with funds to come from line item for facility, seconded by T. Nelson, all ayes and motion carried.**

**10. Community Protection**

- a. **Discussion and consideration regarding transfer of title for 1934 Fire Truck to the Ephraim Fire & Rescue Association:** This item has been tabled for future discussion.

**Motion per T. Nelson to transfer the title for the 1934 Fire Truck to the Ephraim Fire & Rescue at a cost of \$1.00 with the caveat that should the Association ever dissolve title would revert back to the Village, seconded by C. Nelson, motion carried.**

- b. **Discussion and consideration regarding uniform speed limit in Ephraim:** McCutcheon recommends that this item be returned to the CPC for further consideration. John Held concerned that a motion from a committee was not being addressed by the Board.

**Motion per C. Nelson to adopt a uniform speed limit in the Village to 25 miles per hr. throughout the Village, seconded by T. Nelson, all nays motion failed.**

- c. **Discussion and consideration regarding purchase of WW F150 for the Fire Department:** This Item has been tabled for future discussion.

- 11. **Committee Minutes for Review:** No questions at this time.
- 12. **Correspondence:** Board reviewed all correspondence as submitted.
- 13. **Visitors' Comments:** None
- 14. **New Business for Next Meeting**
- 15. **Adjournment**

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

Recorded by,

Andrea Collak- Clerk and Susan Shallow- Deputy Clerk