

Village of Egg Harbor Board Public Hearing and Meeting Minutes
Monday, February 11 2008 at 7:00 p.m.

APPROVAL PENDING

1. Call to Order and Roll Call President Fisher called the meeting to order at 7:00 p.m. with roll call followed by Pledge Allegiance to the flag.

Present: President Nancy Fisher, Trustees Bob Dickson, Herb Mueller, Chris Anderson, Administrator, Josh VanLieshout and Clerk-Treasurer Pat Gureski.

Also present: Paige Funkhouser of Door County Advocate, Jim Petersen, Gerald Martens, Wayne Peterson, Tom Kispert of McMahon Associates, and Paul Hemauer of McMahon Associates.

2. Approval of the Agenda

Fisher moved to approve the agenda as noticed, seconded Mueller. Motion passed unanimously.

3. Public Hearing on Sanitary Sewer Construction

Jerry Martens spoke of their property on east side of the hill and inquired how the project would affect their property. Tom Kispert responded to the inquiry. President Fisher closed the public hearing at 7:04 p.m.

3. Approval of Minutes January 14, 2008 Regular Board Meeting, Fisher moved to approve the minutes of January 14, 2008 regular board meeting, seconded Mueller. Motion passed unanimously.

Approval of Minutes January 22, 2008 Special Board Meeting

Fisher moved to approve the minutes of January 22, 2008 special board meeting, seconded Dickson. Motion passed unanimously.

4. Open Session. No comments.

5. Village Officers and Committees

a) Village President

i) Engineer's Report and Bid Award on Sanitary Sewer Construction

Kispert reported there were nine bids and the lowest was \$448, 087.50. Kispert recommended the Board award the contract to PTS Contractors, Inc. of Green Bay. The project is scheduled to begin February 19 and completion by mid-April. Fisher asked VanLieshout to explain how Town of Egg Harbor properties are affected. VanLieshout stated that the Village's current policy is for not providing sewer service beyond the limits results in a deferred assessment to the properties now in the Town.

Dickson moved to award the contract to PTS Contractors in the amount of \$448,087.50, seconded Mueller. Motion passed unanimously.

ii) Approval of Lease Agreement with Egg Harbor Business Association for the Visitor Center.

VanLieshout referenced the Egg Harbor Business Association's request for a sound system at the Peg Egan Performing Arts Center and suggested in lieu of the 10% room tax revenues, the Village would purchase the sound equipment.

There was discussion on Section 3.2 of the agreement as to how the hours of operation would be monitored or that the Business Association would have an option to change. It was suggested to leave the hours of operation flexible upon request of the Business Association. Fisher moved to

approve the agreement for the period March 1, 2008 thru February 28, 2013, seconded Mueller. Motion passed unanimously.

iii) Consider Action regarding sound amplification equipment for use at Peg Egan Center.

VanLieshout stated the Business Association requested a sound system as recommended by the Dragonfly agency for performances at the performing arts center. There is an estimated cost of \$4,800 for speakers, microphones, wiring and monitors etc. by a Sister Bay vendor. Paul Larsen of Larsen TV offered to make a proposal on supplying the equipment. A consideration that must be made is responsibility for the equipment and sufficient storage. A few suggestions were made on vendors who might be contacted. Fisher moved to table further discussion to the March meeting for VanLieshout to provide some proposals, seconded Mueller.

iv) Consider action regarding continuation of room tax payments to Egg Harbor Business Association.

Fisher moved to discontinue the sharing of 10% of the Village's room tax revenues as of December 31, 2007 with the February payment to the Business Association, seconded Mueller. Fisher amended her motion to include the discontinuance is for calendar year 2008, Mueller seconded. Motion passed unanimously.

v) Discussion Better Utilization of Email.

Fisher commented on village email addresses to the trustees and asked the Trustees to provide Clerk Gureski with what was their preferred email address for communications.

vi) Financial Planning Workshops Fisher stated, that after a telephone conference with Ehlers Associates, the first suggested financial planning workshop for the Village Board is February 29 at 9:00 a.m. with an alternate date of Wednesday the 27th. The Friday 2-29 date was chosen. The March meeting was agreed for Friday 3-28 at 9:00 a.m. This meeting will focus on the Marina rebuild financing.

Fisher stated, after those two meeting the Board will work with Ehlers Associates to try to compress the last two meetings on a faster track.

vii) Consider Action Rescinding Tax on Parcel 118-11-0201 Clerk Gureski explained that an assessment error was made to the property in that the owner did not own the property as of January 1, 2007. Fisher moved to rescind the tax on the improvements to the property on 11-0201 in the amount of \$291,500, seconded Dickson. Motion passed unanimously.

b) Administration Committee:

i) Recommend Hiring a Firm for developing a proposal for a data network Fisher referenced a January 24 meeting with Tim Ullman of Door County Information systems, who recommended the Village move forward to begin the infrastructure for developing wireless internet service throughout the Village as it may be as long as five years before the County will provide extended service. Fisher moved the Board explore hiring a consultant to develop a request for proposal for a Village data network, seconded Dickson. Motion passed unanimously.

ii) Website proposal from GovOffice. Dickson moved to accept the proposal of \$1235.00 and contract with GovOffice, seconded Anderson. Motion passed unanimously.

c) Plan Commission:

i) Consider Part of Government Lot 2 of Section 13, and part of Government Lot 1 of Section 24, in township 30 North, range 26 East, Village of Egg Harbor, Door County, Wisconsin – commonly known as 8191 White Cliff Road owned by the Earl Matthiesen Family.

Fisher moved to approve the CSM for Earl Matthiesen property, seconded Dickson. Motion passed unanimously.

d) Harbor Committee:

i) Update on Marina Rebuild Project: VanLieshout reported the hydraulic modeling has been delayed but is still moving along. He expects to do a site visit the third week in March. Within the next week the permit application will be at the Village office for signature. There was some extra time spent on trying to make cost saving measures due to the fact that the Village grant opportunities will be more limited than expected.

e) Public Works Committee:

i) Consider and Hear Troup Property renovation cost estimates. Paul Hemauer was asked to speak to this project. Hemauer spoke of his recommendations on the Troup Property. There are two options that the Village could do - a) a complete renovation for an estimated cost of \$260,700 or demolition and new construction for an estimated cost of \$288,900. In addition to these there would be contingency, and asbestos and lead paint survey costs that range from \$2500 to \$3000 each in addition to removal and abatement costs of those items. Hemauer stated he was initially leaning toward renovation, however the foundation is suspect. Upon comparing costs of both aspects, he is convinced that demolition at this time would be more feasible.

There was consensus among the Board that lesser designed building plans might be considered, and after demolition making a good hard consideration on how the property might best be used. Mueller moved the Board move ahead with the demolition of the building for future consideration, seconded Dickson. Dickson stated we should consider recycling as much of the materials as possible, subject to the results of the asbestos and lead paint surveys. Motion passed unanimously.

f) Clerk-Treasurer financial reports

i) Budget year to date and other financial reports – Reports were presented by Clerk Gureski, and it was reported that the tax collection has been completed. Settlement with the County and other taxing districts will take place next week. The Village staff is undergoing a significant change in the accounting system by adopting the State's chart of accounts and adding two modules to the accounting software.

g) Administrator

i) Sign Legislation: VanLieshout reported there is a request for approval of sandwich sign boards to be allowed to be placed for businesses that are open during the winter months. Mueller suggests an off-season permitted use. Consensus is the suggestions will be brought to the Plan Commission after which a recommendation will be brought to the Board for amending the ordinance.

ii) Sexually Oriented Businesses Ordinance. Fisher moved to set the public hearing for March 10, 2008, seconded Mueller. Motion passed unanimously.

iii) Review and possible action on Board and Commission Compensation. Fisher moved to table discussion to the March 10 meeting, seconded Mueller. Motion passed unanimously.

iv) Report on D.O.T Informational Meeting February 5, 2008. VanLieshout reported on the meeting that was well attended. Construction will begin around the 15th of May and completed by July 4th, 2009. Sidewalk extensions will run concurrently. That is still in the planning.

VanLieshout had communication with D.O.T. supervisors who agreed to make a speed and traffic study after which they will make recommendations.

6. Open Session

Fisher stated board members will receive copies of Rules of Order at the March 10 for review to make suggested changes.

Mueller referenced the January 22 joint Public Works and Village Board meeting of which there were only two Public Works committee members present and asked how we can encourage better attendance by committee members.

Mueller inquired on the contractual arrangements of the PEPAC and whether it is solely up to the Business Association or whether the Village has some responsibility in approving or handling any part of the arrangements. Fisher stated yes it is up to the Business Association.

Mueller also asked whether the snow removal in the parking stalls are the responsibility of the Village or the Property Owners, as there have been some inquiries and complaints that some are not being cleared as much as others even for businesses that are open regularly. It was consensus that with the small parking areas and excessive snow this winter it has been difficult to manage complete clean up.

7. Adjournment

Fisher moved to adjourn at 9:00 p.m. seconded Mueller.

Recorded by
Patricia C. Gureski, Clerk-Treasurer