



Wednesday, April 15th, 2020

Village Parks and Public Works (PPW) Meeting at 4:00 PM

Teleconference Meeting

Members of the public are encouraged to join the meeting following the instructions below:

TO CONNECT VIA TELEPHONE CALL:

312-626-6799

Meeting ID: 950 4726 2071

Members of the committee and the public who are hard of hearing are encouraged to join the meeting via video conference by following the instructions below:

TO CONNECT VIA COMPUTER/PERSONAL DEVICE:

Meeting Link: <https://villageofegg Harbor.zoom.us/j/95047262071>

Meeting ID: 950 4726 2071

1. **CALL TO ORDER**

a. Approval of agenda

Suggested Action: Motion to approve the agenda.

- VanLaanen called the meeting to order at 4:00pm.
- **VanLaanen moved to approve the agenda, seconded by Helm. Motion carried.**

b. Approval of the March 4th, 2020 Village Parks and Public Works Meeting Minutes

Suggested Action: Motion to approve the March 4th, 2020 meeting minutes.

- **VanLaanen moved to approve the minutes of the March 4th, 2020 PPW meeting, Conlon seconded. Motion carried.**

2. **OPEN SESSION** - *This is an opportunity for members of the audience to bring to the committee's attention any concerns regarding items listed on or not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of ten (10) minutes for all items. Speakers may not yield their time to others.*

- VanLaanen acknowledge Kaaren Northrop for going above and beyond with her business during COVID-19.
- Heise stated that the committee received an email from Trustee Smith. Smith asked a number of questions related to personnel in light of the policies put in place by President Heller regarding essential duties.
- Heise, VanLaanen, and Cody DeMeuse discussed the questions. The PPW Committee addressed Trustee Smith's questions. All 3 full-time PPW employees were working 40 hours per week with plenty of work to do. There were no concerns from the group.

3. Action item list review

- Heise stated that the action item list is outdated, but it was included for discussion purposes.
- Heise stated the beach expansion project is moving forward and is tracking towards a memorial day weekend completion.
- Heise stated there are 2 components to the CTH G project, the Village's work which is slated for the fall pending property acquisition and negotiations, and the other component is the County's resurfacing from Alpine to the beginning of the Village project. Cody DeMeuse stated the highway department is currently shut down until April 25th, stated that paving could possibly start in mid-end May.
- Heise stated that the tree work and mulching along the bird trail has been completed. Mathys agreed that it looks very nice.
- Heise reminded that the County will be widening the shoulders of CTH G. VanLaanen asked if it was 1 foot on each side or 1 foot total, Heise said they would revisit that.
- Mathys asked if Cody knew anything about trees that are marked to be removed. DeMeuse stated that there are some trees that still need to come down, but he is not sure about cutting down stumps further. Mathys stated there are still some overhanging trees by the stop sign coming from Alpine.
- Heise discussed the Church Street project, reminded that we received a \$1,000,000 grant. Plans are still being worked on for Church Street from Harbor School Road to CTH E and the project is expected to move forward as the project is slated for 2022. Plans for Church Street from CTH E north towards are in preliminary design, anticipates that part of the project will be put on hold.
- Heise stated that invasive species control has been temporarily put on hold, cannot promise that the program will launch this spring into the summer. Semo agreed that the timing of COVID-19 brought up other unforeseen duties, and not knowing how long this will last pushes back the beginning of the program launch. Mathys asked if the pause of this program will be included in the Village update.

4. Facility closures review

- Heise stated that the latest policy from President Heller closed some additional facilities, when the Trustees met initially they closed down the Kress Pavilion and the Village Hall after elections. The playgrounds, dog park, and public restrooms have been closed. The boat launch is still open and the Marina is slated to open as it has been deemed an essential service.
- VanLaanen stated that she frequently visits the dog park, there will be a lock on the dog park gates and possibly some caution tape around playgrounds to keep children off.
- Heise stated that the boat launch allows for social distancing, and that the Village wants to keep things available for people to do as long as they are behaving responsibly.

- Heise stated that there is a Bass Fishing Tournament being promoted in Sturgeon Bay, Mathys asked if we could ask the promoters to not pre-fish in Egg Harbor, Heise stated he has reached out to the coordinators and that it could possibly even be shut down with the Governor's orders.
- Helm asked if fishing was considered an essential activity, if we are being encouraged to stay indoors then the boat launch maybe shouldn't be promoted as open. Mathys stated that Evers closed down State Parks after crowding was demonstrated, and that the behavior will probably ultimately drive future decisions. Helm preferred that we be proactive rather than reactive.
- VanLaanen asked if the Village has the authority to close the Marina if needed, Heise stated yes if deemed necessary. VanLaanen asked how it would work to regulate the number of boats launching. Heise stated that with staff concerns, the best move forward would be to start with contactless payment. Helm stated that the boat launch should be closed until the State is back to business as usual, if it is closed then we don't have to worry about it. Conlon agreed with Helm that he does not see it being critical.
- VanLaanen asked if the consensus was to keep the Marina closed with Safer At Home. Mathys stated that if a problematic situation presents itself then it can be dealt with. Bins stated that people are still being encouraged to come up to Door County, it may add to the problem but if someone local needs to go fishing (i.e. unable to go to the grocery store) then they will need to use the boat launch.
- VanLaanen asked if other launch locations are still open, Mathys stated yes.
- Mack Bonk stated that just because someone is allowed to fish does not mean that they need to be allowed to launch at a specific boat launch.
- Northrop asked if there are employees at the Marina, Heise confirmed. Heise stated that the staff is doing their best to monitor visitors.

5. CTH G Resurfacing County HWY Dept.

- Discussed in Action item review list.

6. Landscape and flowers

- VanLaanen stated that since Public Works is deemed essential, she would be in favor of planting flowers as normal.
- Heise stated he has heard two thoughts on the flowers: one was if we should be spending money on things that are nonessential, and the other is we will still show that we still care and will get through this together since flowers are a symbol of renewal. DeMeuse stated that if the order is in before May then they will be good to go.
- The committee agreed that Public Works should move forward with planting the flowers. Heise stated he and DeMeuse chose the color palette in winter.

7. Beach project update

- Heise stated that the project looks great so far and President Heller has been going down there frequently to check on the sight. VanLaanen asked if there would be a blacktop, Heise stated that a concrete sidewalk will run down to the beach. VanLaanen stated there might not be a rush to put in the sand now.
- Heller stated that on a windy day the wave action against the breakwaters was pretty active with a lot of overtopping and spray, but at the beach itself the waves were rolling up onto the beach it was fairly calm. Heise stated that he thinks the project ties in well with the upper terrace.

8. Recycling services

- Heise stated recycling center is being kept open right now with requests for people to maintain social distancing while dropping off recycling. VanLaanen asked if recycling will be going to twice a week. DeMeuse stated it could possibly. Mathys asked to what degree people are screened going in for yard waste, VanLaanen just reminded that the recycling center is combined with the Village and Town.

9. PPW Report

- VanLaanen stated the steps near Bayview Terrace need some repair.
- Heise stated that committee members should not hesitate to contact Cody if they see things in the village that need sprucing up.
- Helm asked about the wall in front of Casey's, Heise stated it was hit by a car. Helm asked if that could be a project for PPW, VanLaanen asked if Casey's is responsible. DeMeuse stated that the busted pieces from the wall are at the shop and the PPW staff was waiting for nicer weather to replace and rebuild that wall. Heise stated he is not aware who is responsible but should check police report to see if there are insurance claims. VanLaanen asked if the DOT is not happy about the location of the wall, should we just take this opportunity to remove it.

10. Update on the downtown Wifi grant

- Heise stated that Ensign, the parent company of Cellcom, received the grant. The Village was working with Door County Government and Cellcom, the project was initially scoped as public wifi in the downtown highway corridor. When we found out we were awarded the grant, we were already in the midst of COVID-19 so it is currently low-priority.
- Smith asked if they were looking to install the wifi boxes on street poles, Ryan said those had higher probability of being knocked over so they are looking at putting it on more solid nearby structures.

11. Comprehensive outdoor recreation plan

- Heise stated that a few things were updated, provided for information purposes. VanLaanen stated that she will email comments to Ryan.

12. Windward Plaque

- Heise stated that there was some concern of this setting the precedent for other signage in the community.
- Mathys gave a visual of the dimensions and stated that he and Cody researched different styles.
- DeMeuse stated it is made to go on a square tubing post into concrete and it will be flush with the ground. VanLaanen asked if it will be tilted, DeMeuse stated it will be at about a 45 degree angle. VanLaanen stated the sign should not detract from the artwork and the view, prefers it would be at the lefthand side if you are looking down at the beach. Mathys stated it could go near the bench off the bird trail. Bins asked if it could be attached to the base that is already there, Mathys stated that is a possibility. Conlon asked how well the sign will hold up to the elements, DeMeuse stated it will be a bronze sign and will hold up fairly well.
- VanLaanen asked when it could be installed, DeMeuse stated it could take up to 5 weeks from the time you order it to the time you get it back. Northrop asked if the plaque could be rectangular and not square, Mathys said that is a possibility.
- Mathys asked if Cody could request more of an aesthetic shape from the producer. Primary concern is to make sure the plaque does not withdraw attention from the sculpture. The Committee decided that they could visit the location to choose a place that looks the best.

13. **OPEN SESSION** - *This is an opportunity for members of the audience to bring to the committee's attention any concerns regarding items listed on or not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of ten (10) minutes for all items. Speakers may not yield their time to others.*

- VanLaanen asked if PPW was going to meet monthly or as needed. Heise stated that the Trustees are meeting as needed.

- Heise thanked the committee members for joining the meeting, thanked Jess for coordinating the meeting and figuring out the technology side of things, Lydia for flexing out of normal duties and helping with meeting minutes, and Cody for coming in and working.
- VanLaanen thanked the Parks and Public Works crew for all the work they've been doing.

14. **ADJOURNMENT**

- **VanLaanen moved to adjourn, seconded by Northrop. Motion carried.**