

**Village of Egg Harbor**  
**Parks and Public Works Meeting Notice and Agenda**  
**Wednesday, February 7<sup>th</sup>, 2018 – 9:00 AM**  
**Donald & Carol Kress Pavilion- Great Hall**  
**7845 Church Street, Egg Harbor, WI 54209**

**1. Call to order and adopt agenda**

Heise called the meeting to order at 9:00 a.m. Those in attendance were Angela Lensch, Kaaren Northrop, Joe Smith, Jeff Meyer, Ryan Heise, Megan Vandermause, and Lisa Van Laanen by phone. Also in attendance in the audience were Jan Luser, Kristen Jacquet, Jerry Seroka, Clarence Scherer, Mary Anne Scherer, and Mack Bonk. Northrop moved to adopt the agenda, second by Lensch, motion carried.

**2. Approval of Committee meeting minutes December 6<sup>th</sup>, 2017**

Smith moved to approve the December 6<sup>th</sup>, 2017 meeting minutes, second by Northrop, motion carried.

**3. Open Session**

**4. Book Nook Gardens**

- Jacquet stated that she is here to present the Book Nook Gardens program.
- Jacquet said that this idea was inspired by Book Worm Gardens in Sheboygan.
- Jacquet presented a PowerPoint that reviewed the Book Worm Gardens property in Sheboygan.
- Jacquet reviewed some of the programs that take place at the Book Worm Gardens.
- Jacquet shared pictures of her children visiting the Book Worm Gardens.
- Jacquet said that children's books are kept at all of the stations and are laminated so that they are weather proof and families can read the books that correspond with each station.
- All of the stations are interactive so that kids can connect with the books they are reading.
- Jacquet stated that there is a group that feels as though Book Work Gardens can be brought to Door County.
- Luser stated that this group has met twice and has developed a mission statement for the project.
- Luser said that the idea is to tie the Book Nook Gardens project in to the Donald and Carol Kress pavilion.
- Luser said businesses could get involved and host stations.
- Luser stated that the group will be looking into sponsorship and fundraising opportunities.
- Luser said that the Book Worm Gardens gets about 60,000 visitors a year.
- Northrop asked when the Book Worm Gardens started and Luser stated that the Book Worm Gardens started their fundraising in 2008 and opened in 2010.

- Luser said that this is something that grandparents could do with their grandchildren.
- Jacquet said that this group really wants to make Egg Harbor a destination and this is something that could be helpful in this.
- Jacquet stated that there are various groups that the Book Nook Gardens group could connect with to help get the project started.
- Northrop asked who worked on the Sister Bay Library garden project and Jacquet said that a landscape company was heavily involved in the Sister Bay garden project.
- Seroka said that this project can start off small and grow.
- Seroka stated that he worked on an ABC garden down in Milwaukee.
- Jacquet said that the school systems could be incorporated into the project or a youth internship program could be started like at Book Worm Gardens.
- Luser stated that Jacquet did email the UW system to ask for their consideration in having students get involved in this project.
- Luser said that the Book Nook Gardens group did speak with the Public Arts Initiative and received their support.
- The committee liked the idea of the project and the idea of moving people throughout the Village.
- Seroka stated that the group would like to start out by creating a garden on the Kress Pavilion property.
- Heise stated that one property that stands out to him that could be incorporated into this project would be the terrace property near the beach.
- Northrop asked what the group would like from the committee and Jacquet stated that the group would like approval of the concept from the committee.
- Smith stated that the committee does agree with the concept and the group should come back with certain areas for development of the Book Nook Gardens.
- Northrop stated that the group should come up with specific books and locations so that the project is clear.
- Seroka asked at what point the group could find out how much area on the Kress Pavilion property would be available for the project.
- Smith stated that the group needs to come up with a proposal of what land they would like to use.
- Heise stated that there is some conduit that was run out to the west side of the property for some solar power panels.
- Jacquet asked what the next steps would be for the group and Heise stated that the group should wait to have more solidified plans before presenting the project to the Village Board.

##### **5. Green Tier outline**

- Lensch stated that the Green Tier Sustainability Scoresheet is broken into five categories.
- Lensch went through the scoresheet and determined what the Village has accomplished already.
- Lensch reviewed the first steps for the Village's Green Tier program.

- Lensch stated that the Village is in the process of working through an energy audit for all of the public buildings.
- There are a handful of ordinances to review.
- Lensch said that with the potential of the Landmark
- There is potential for solar on the Kress Pavilion.
- PACE financing is still in the works.
- Village wide recycling bins is the focus project for this year.
- Lensch stated that she would also like to include some educational signage so that the public knows what to throw away in what bin.
- Another goal is to develop a program to dispose of hazardous materials to take place once or twice a year.
- Lensch stated that there is potential for a community compost pile over by the recycling center.
- Lensch stated that she has a couple of volunteers from the community that would be willing to help out with the compost.
- Another goal is to establish a Green Tier tab on the Village website. The Green Tier outline and links to other resources will be included on the Green Tier tab.
- Northrop asked where the community compost is and Meyer stated that there is community compost near the brush pile.
- Reinke will be collecting compost items from the Kress Pavilion for the community compost pile.
- Lensch stated that there is a meeting with some individuals from the Green Tier Legacy Communities program that will be coming to the Village to look implementing health in all policies.

## **6. TAP Grant update**

- Heise project, walk, bike and eggsplore Egg Harbor.
- The goal of the project is to create new sidewalks and bike accommodations.
- The project also includes curb and gutter, an improved crosswalk at CTH G and STH 42, street lighting, and landscape.
- The Transportation Alternative grant is a federal grant that is handed down to the state. The state approves the projects that qualify for grant funding.
- If the Village is awarded the grant funding, the funding would not become available until July of 2019.
- This project will likely need to be approved through a referendum.
- The Village will find out if the funds have been awarded in summer of 2018.
- The project includes three segments. Segment one is the southern sidewalk extension from South Trail to Harbor School Road. Segment two is the sidewalk from STH 42 on CTH G to the bird trail entrance. Segment three is the northern sidewalk extension from CTH E to Church Street.
- Segment one includes 1,800 ft. of new sidewalk, curb and gutter, street lighting, and landscaping.
- Segment two includes improving the CTH G interface, improving the pedestrian crosswalk and adding 800 ft. of new sidewalk.

- Segment three includes adding 2,100 ft. of new sidewalk, maintaining bike accommodations, adding new street lighting and landscaping.
- The grant application has been submitted.
- The Village has been working on these projects for about a decade.
- The project aligns beautifully with the Green Tier Initiative.

## **7. Coastal Management Grant update**

- Last time the committee discussed the location of the Door County Adventure Center building.
- The WDNR has been giving the village constant feedback on this project.
- Heise reviewed the location with Tim Pflieger from the Door County Adventure Center.
- The project includes adding 170 liner ft. of the beach and removing the seawall and rubble.
- The Door County Adventure Center building would be located near the lift station.
- Heise stated that he presented the Coastal Management Grant to the grant council down in Madison last week.
- Heise stated that the amount of funding requested was \$60,000.
- Heise said that he thinks there is strong potential to receive grant money from another source.
- Clean Water Fund has funds available for beach projects and Heise will be making a larger ask from this group.
- Some of the feedback that the Village received from the County was that the sand area should be pushed back.
- The existing cross section will be reworked.
- A storm water management system will be added.
- ADA compliant sidewalks will be added to the beach extension as well as a stone retaining wall.
- Heise stated that he would like to get some feedback on what type of stone will be used for the project.
- Heise stated that a mixture of stone and concrete work could be used.
- The committee preferred the natural looking stone.
- Lensch asked what the timeline is for the Coastal Management grant.
- The grant will be awarded in summer 2018 and construction could start in fall of 2018 or spring of 2019.
- There is potential for one terraced area.
- Heise stated that the screening options for the lift station were looked into.
- Northrop asked if this is possible because the building needs to be available for access at all times.
- Heise stated that this is still a concern that is being looked into.
- Lensch asked if there would be permeable pavers.
- Removable bollards could be used to create a barrier.
- Heise stated that a new bio filter area would be added.

- The committee discussed the steps leading down to the beach and stated that there is already a ramp down to the beach.
- Heise stated that a representative from the Adventure Center may need to attend a meeting to explain.
- The committee preferred a grass terrace feature.
- Lensch stated that she is concerned with the fact that the playground is separated from the new beach section.
- Northrop confirmed that the terrace is not currently in the scope of the project.
- Heise stated that he will ask for a bid alternate in regards to the terrace to look at the different costs.

#### **8. Review committee charge in regard to the PEPAC**

- Heise stated that a memo was included in the packet regarding the how the Parks and Public Works committee charge relates to the Peg Egan Performing Arts Center.

#### **9. Radar feedback signs**

- Meyer has talked to the County and the State regarding the speed radar feedback signs.
- Meyer stated that the feedback signs need to be placed after the first speed limit sign.
- The gentleman Meyer spoke with from the DOT recommended putting the signs in the 30 mph speed zone.
- The south end sign would be just past the Cape Cod Motel.
- On the south end of the Village the 40 mph speed zone starts on the top of the hill near Meadow Ridge.
- The sign needs to be within 100-200 ft. of the first speed limit sign.
- The speed limit sign placements are determined by the State DOT.
- The Village needs to make a recommendation of where they would like the sign but the DOT makes the final decision on the placement of the sign.
- The committee agreed that the radar feedback signs should be in the 30 mph speed zone.
- Northrop stated that the closer the sign is to the speed limit sign the better.
- Meyer stated that the feedback signs are about the same size of the speed limit sign.
- Northrop asked if there is still passing lanes in the center of the Village.
- Meyer stated that there is a passing lane, but he could speak to someone from the DOT on whether this could be changed to a no passing area.
- Meyer will continue working with the State DOT on the details of the feedback signs.

#### **10. Visitor Center update**

- Vandermause stated that staff created a lease agreement for the EHBA.
- The lease agreement was approved by the Village Board and the EHBA board and the Visitor Center will be moving into the old library space.

- Heise reviewed some of the renovation ideas that the EHBA presented to the Village.
- The Village budgeted for new flooring and painting the old library space.

### **11. Open Session**

- Mary Anne Scherer asked if the speed radar signs will make drivers more aware of pedestrians.
- Northrop asked if it would be possible to ask drivers to stop for pedestrians through the feedback signs.
- Mathys said that the committee should look at the Marquette University crosswalks.
- Mathys asked if the transport of beach rentals would be a distraction for beach goers.
- Mathys suggested a shoot for the kayaks near the steps.
- Heise stated that Tim Pflieger stated that when its peak it is different to carry the rentals through the beach traffic.
- Luser stated that she was really impressed with the Green Tier Outline.
- Clarence Scherer asked if it was ever looked into on whether reduced speed ahead or speed radar signs are more effective.
- Heise stated that he has a note to ask if reduced speed ahead signs can be added.
- Northrop stated that because many communities are looking into speed radar feedback signs so they must be effective.
- Clarence Scherer said that if the Village would like to keep the terrace as a sledding hill the steps should be wider and the second wall should not be included.
- Meyer stated that there is a sledding hill at Village View Park and Scherer said that this area is very bumpy.
- Bonk asked if there is something on the Village website regarding the sidewalk extension information and Heise stated that staff will add something that is easy to access.

### **12. Next Meeting**

The next meeting is Wednesday, March 7<sup>th</sup>, 2018 at 9:00 a.m.

### **13. Adjourn**

Lensch moved to adjourn at 10:40 a.m., second by Northrop, motion carried.