

**Village of Egg Harbor  
Parks and Public Works Meeting Minutes  
Wednesday, January 4th, 2017 – 8:30 AM  
Paul J. Bertschinger Community Center  
7860 STH Hwy 42, Egg Harbor, WI 54209**

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

Van Laanen called the meeting to order at 8:32 a.m. Those in attendance were Lisa Van Laanen, Pam Wegner, Don Helm, Kaaren Northrop, Ryan Heise, and Megan Vandermause. Also in attendance from McMahan Engineering was Mike Simon. In attendance from WPS was Bob Laskowski. In attendance in the audience were Clarence and Mary Anne Scherer, Jan Luser, and John Heller.

**Northrop moved to adopt the agenda, second by Wegner, motion carried.**

**2. Open Session**

**3. Approval of Committee meeting minutes December 7th, 2016**

Wegner moved to approve the December 7<sup>th</sup>, 2016 meeting minutes, second by Van Laanen, motion carried.

**4. Highway G updates and discussion on buried utilities**

- Simon stated that he researched burying of the power lines on CTH G to the last power line past the bird trail and the cost came in around \$500,000 so he began looking at how the project could be shortened to reduce the cost.
- Laskowski stated that WPS deals with about 10 of these projects a year.
- Laskowski stated that there are some contingences with the project such as having to run a trench down the bluff.
- Laskowski explained that the CTH G lines are a secondary feed into the village.
- Laskowski stated that at least two of the poles are owned by Frontier and Frontier would need to cover the cost of WPS moving the poles. This would slightly reduce the cost for the Village.
- Van Laanen clarified the starting point for burying the powerlines.
- Laskowski stated that easements will need to be acquired and this would be the Village's responsibility.
- There are contingences built into the price because of the amount of rock in the area and having to go down the bluff.
- Laskowski stated that all the lines would go into conduits which would be capped with concrete.
- Laskowski said that eliminating the pole going across STH 42 would be beneficial because of boats turning onto G.
- Laskowski stated that a utility box would need to be placed somewhere along the highway.

- Helm asked if there is a setback requirement for the utility box and Laskowski explained that ideally the poles should be 12 ft. off the highway however, current utility poles are not this far off the highway.
- Helm asked Laskowski if it would be possible to place the utility box on the Double Delites property if the Village acquires it, and Laskowski explained that this could be possible.
- Laskowski will get a firm price and contract drawn up for the project. A decision will need to be made by August in order for the work to start late fall and be finished by summer 2018.
- Van Laanen asked if the county has an exact date for their project, and Simon confirmed that the county is hoping to start their project in 2018.
- Laskowski stated that the project would take about three months and WPS would like to be done with the project by summer.
- The earlier a decision is made the earlier the project could start.
- Northrop asked if WPS will be working on any other projects in Northern Door this year and Laskowski stated that a few other municipalities are having discussions about similar projects, but no other municipalities are at the stage of completing a project.
- Laskowski stated that WPS will not make money on this project and the Village will be charged what KS charges and what the line crews charge.
- WPS's goal is to be done with the project by the end of March.
- Simon stated that the County's plan is to resurface the two travel lanes on CTH G and the Village's plan would include curb and gutter sidewalks.
- Northrop asked if the curb and gutter can be started as soon as WPS is done, and Simon stated that the current plan is to complete the curb and gutter by Memorial Day.
- Northrop confirmed that WPS would not charge the Village until the work is completed.
- Heise stated that the cash would need to be on hand in 2017.
- Heise asked the committee how they feel about the two poles on the south end of the project plan as leaving these two poles above ground would remove the contingency of going down the bluff.
- Laskowski stated that WPS can start and stop wherever the Village would like.
- Helm asked how big the switch box would be that would need to be put along the highway and Laskowski explained that the box would be 6 ft. long by 6 ft. wide and 8 ft. tall.
- Simon stated that if the project is going to start in fall the Village would need to know where the boxes would go so that the Village could acquire the easements.
- Laskowski stated that the design would be included in the contract.
- Simon asked Laskowski how long it would take to find out how much cost could be saved if the two south poles are eliminated, and Laskowski stated that this will not take long.
- The committee reviewed some pictures of powerlines on CTH G.
- Laskowski stated that he will work on a firm price, contract, and design.
- Northrop thanked Laskowski for attending the meeting.

## **5. Public Works Report**

- Heise reviewed the Public Works report with the committee.
- The Public Works department has been working on snow removal and has negotiated a price with a private contractor to plow the on-street parking stalls.
- The Public Works department has purchased a new blower and has done the fabricating that was required to make it quickly detachable.
- Meyer has purchased the boom truck and will be picking up the truck in Pennsylvania today and driving the truck back.
- The Public Works department will start prioritizing their projects for 2017.
- The Public Works department is excited to order flowers and will be adding additional hanging baskets in 2017.
- Northrop pointed out that the lights on the Egg Harbor sign look very nice and are very bright.
- Van Laanen asked about Meyer buying flowers from a whole sale shop in Milwaukee.

## **6. Bird City**

- Heise stated that Wegner provided the committee with some background on Bird City.
- The committee reviewed Tom Prestby's birding report and his recommendations.
- Heise stated that because Prestby's report contains a lot of work and the committee is already very busy with other projects he suggests creating an Ad Hoc committee to tackle Tom Prestby's recommendations as well as invasive species removal.
- Van Laanen suggested doing some advertising in order to find volunteers to help with these efforts.
- Clarence Scherer stated that buck throne removal is pretty easy and there is a county staff member that works with the removal.
- Clarence Scherer stated that he would be interested in serving on the Ad Hoc committee.
- Van Laanen pointed out that she was very excited to see that a red headed wood pecker was found in the bird park.
- Heise stated that he would recommend a 5 person committee.

**Northrop moved to recommend the creation of an Ad Hoc committee to work on tackling bird city efforts and invasive species removal to the Village Board, second by Van Laanen, motion carried.**

## **7. Bike Share**

- Van Laanen stated that she has talked to the gentleman at Nor Door Cyclery and received a quote for 20, 7 speed bikes with baskets and special seats and the bikes would cost \$280 each.
- Van Laanen stated that the bikes come in parts and then the bike shop puts them together.
- The only color both men's and women's bikes come in is black.

- Van Laanen stated that decals could be added to the bikes, or strips could be painted on the bikes to make them easily definable.
- The total bid would be about \$6,500 total.
- Van Laanen stated that there are still a lot details to be worked out regarding the project.
- Northrop stated that she feels that the program is a great program for not a lot of money.
- Van Laanen stated that Nor Door Cyclery would warranty and fix the bikes.
- Helm asked if Van Laanen has contacted Edge of the Park.
- Northrop suggested contacting Edge of the Park in order to research how their bike rental program is run.
- Northrop stated that she received a quote for bike racks.
- Heise stated that more details should be worked out for the project prior to presenting to the project to the Village Board.

### **8. Renaming Parks**

- Van Laanen stated that the ordinances list six Village parks.
- Van Laanen asked if the committee would like to think about renaming the parks and determining what is classified as a park.
- Van Laanen asked if this would need to go in front of the Plan Commission and Heise stated that this is something that he will look into.
- The committee agreed to allow staff to present the change in park names to the appropriate Village body.

**Van Laanen moved to recommend the name change of Nature View Park to Bird View Park, second by Wegner, motion carried.**

- The committee requested that staff find a name for South Park in order to designate the park as a park.

### **9. Bay View Terrace Art**

- Heise gave the committee an update on the Bay View Terrace Art piece that the Public Arts Initiative is working on.
- Heise stated that Ken Mathys has made a donation for an art piece that is inclusive to his previous donation.

### **10. General updates on capital improvement projects**

- In connection to the CTH G project, Simon stated that one option is to construct the project as proposed or the second option is to construct everything on the east side of the road.
- Simon stated that the curb and gutter on the west side of the highway would stay the same and everything would be constructed on the east side.
- A five foot sidewalk could be added to the east side of the road and Simon stated that it could be beneficial to bury the poles at this time.
- If the poles are not buried the sidewalk would need to be shifted on the east side.

- Simon stated that the utilities could be buried with the Double Delites building in place.
- Simon stated that the sidewalk would end just north of the Cupola House.
- Northrop asked if the whole project could be completed on just the east side of the street.
- Simon stated that if the 10 ft. trail is constructed everything needs to be done on both sides of the street, but if the 5 ft. sidewalk is constructed then just the curb and gutter would need to be done on the east side of the street.
- If the first option is chosen the utilities would need to be buried.
- If the second option is chosen the sidewalk would need to be ripped up when the Enhance Egg Harbor project takes place.
- Van Laanen asked what would be torn out if the second option was chosen, and Simon stated that the sidewalk would have to be torn out from Fat Louie's to the Cupola House.
- Van Laanen asked if this would all be considered part of the CTH G project and Heise confirmed that this is correct.
- Northrop stated that she is concerned with putting the utility boxes exactly where the Village wants them.
- Laskowski stated that sometimes the boxes can be moved and sometimes boxes cannot be moved.
- Laskowski said that any time the boxes are moved from their current location it is going to cost more.
- Laskowski stated that moving the box on the corner of the highway would be beneficial because it would be moved out of a dangerous area.
- Laskowski stated that he is comfortable completing CTH G and the thumbnail downtown within the timeframe.
- Simon stated that three poles would be eliminated on the east side of the street.
- Simon told Laskowski to keep the estimates for CTH G and the small area downtown separate.
- Northrop asked Simon to put together a drawing of all the work being done on the east side of the street.
- Simon confirmed that a five foot sidewalk would be constructed.
- Simon stated that the DOT does not see any issues with what is being presented.
- Simon asked if property will be acquired from Shipwrecked and Heise stated that he has started the conversation with Shipwrecked and will need to get back with them.
- Van Laanen asked if some parking spots could be eliminated in front of property number 14.

## **11. Open Session**

- Clarence Scherer stated that he feels that keeping the name Nature View Park is more appropriate than renaming the park to Bird View Park because there is more nature in the park than just birds.

## **12. Next Meeting**

The next meeting is February 1<sup>st</sup>, 2017 at 8:30 a.m.

**13. Adjourn**

Wegner moved to adjourn, second by Northrop, motion carried.

*Respectfully submitted by,  
Megan Vandermause*