

**Village of Egg Harbor  
Parks and Public Works Meeting Minutes  
July 11<sup>th</sup>, 2018 – 8:30 AM  
Paul J. Bertschinger Community Center  
7860 STH 42, Egg Harbor, WI 54209**

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

Van Laanen called the meeting to order at 8:30 a.m. Those in attendance were Lisa Van Laanen, Kaaren Northrop, Ken Mathys, Jeanine Brennan, Coleen Bins, Jeff Meyer, Ryan Heise, and Megan Vandermause. Absent was Ed Conlon. Also in attendance were John Heller and Aaron Lopez.

Northrop moved to adopt the agenda, second by Van Laanen, motion carried.

**2. Approval of Committee meeting minutes June 9<sup>th</sup>, 2018**

Northrop moved to approve the June 9<sup>th</sup>, 2018 meeting, second by Van Laanen, motion carried.

**3. Open Session**

- Heise thanked the Public Works team for the event pick up and the event coordination for the July 4<sup>th</sup> event.
- Northrop stated that because the committee has changed so much there are a few things she would like to say.
- Northrop stated that the committee has been working on a street scape plan for a long time and the committee thought that their street scape could be completed before Sister Bay's was completed.
- Sister Bay's road project has been completed for 3 years now and Ephraim worked toward allowing alcohol in the Village and once that passed they worked on a street scape.
- Ephraim developed a plan and talked about pushing the project to a referendum, but it was decided unanimously not to put the project to referendum and the Village will be completing the street project in 2019.
- Northrop stated that she would like to see the street project through and would like the committee to revisit the street scape plan and the maps that were created so that everyone can be on the same page regarding the project.
- Northrop said that she is happy there are old committee members and is happy there are new committee members and would like everyone to be able to review the plan.
- Mathys stated that he is definitely on board with reviewing the project and doing a walk through and stated that the committee needs to honor the past as they move into the future.
- Helm said that he has been on the committee for 12 years; he has seen 6 committee chairs, 4 Village Presidents, and 3 Village Administrators.
- Helm stated that the committee's legacy needs to be identified and there has been so many other committee's that worked toward a legacy such as the library committee and the harbor committee.

- Helm said that anytime major projects are worked on there is going to be controversy and he hopes the committee can get the energy going for the road project.
- Helm stated that the committee came up with a priority list about two years ago and would like to revisit the priority list.
- The committee would like to review the priority list at the next meeting.
- Mathys stated that he was on the marina committee for six years and went through the whole process with two referendums and he thinks this experience will really help.
- Mathys stated that he thinks there is a question on what the Village wants to be and what the strategic direction of the Village is.
- Mathys said that the committee needs to work on a message for the project.

#### **4. Parking during parade correspondence**

- The gentleman that wrote the correspondence doesn't want people parking in the parade route.
- Van Laanen stated that this was reviewed by the Village Board and it was determined that there is not much that could be done about this issue.
- The committee agreed with the Village Board's decision.

#### **5. Eggy bike update**

- The committee would like the bike racks painted, the signs up at the racks, and the information cards put in the Eggy Bike baskets.
- None of the bikes have been stolen.
- The committee agreed that the bike rack outside of the Bertschinger Center should be a designated Eggy bike rack.
- The committee agreed that the small bike rack in Harbor View Park can be removed as the area is messy and the bike rack doesn't fit in the area.

#### **6. Congestion Mitigation and Air Quality grant update**

- Vandermause explained that the Congestion Mitigation and Air Quality grant application becomes available in spring of 2019.
- The CMAQ grant would be available for the sidewalk extension project and the CTH G project.
- Although the application does not become available until spring of 2019. Staff will begin some preliminary work for the application.
- The summer intern, Aaron Lopez, will be completing some traffic counts at the STH 42 and White Cliff Road intersection by Main Street Shops and the STH 42 and CTH G intersection.
- Staff will also be developing a travel survey that will be sent out to the Village email list and distributed throughout various areas of the Village such as businesses and condo associations.
- All of the information collected will be used on the CMAQ grant application and it was also pointed out by the engineer that even if the grant was not available this information would be great to have for the projects.

- Funds available by the CMAQ grant are 80% federally funded and 20% locally funded.
- The grant could be used in addition to the Village's TAP grant which awards should be determined for this summer.

#### **7. Bay View Terrace update**

- The plantings are in at the Bay View Terrace and many people pitched in to get the project completed.
- The benches are placed and are placed at different angles so that there are different views.
- Meyer stated that the last thing to be done is to add top soil and plant grass around the sculpture and benches.
- Mathys stated that he heard a suggestion to have some benches facing the gardens instead of the water so people can enjoy the gardens.
- Van Laanen stated that at the last Trustee meeting the Trustees discussed clearing out some of the over grown area on either side of the terrace.
- Meyer stated that there is a lot of work that could be done at the terrace and the work just needs to be prioritized.
- Northrop asked what items are realistic next steps for the crew to work on and Meyer stated that the crew could work on clearing out the brush.

#### **8. Wayfinding signs information**

- Vandermause stated that at the last meeting the committee was briefly updated on the DCVB and community coordinators efforts to bring wayfinding signage to the Door County peninsula.
- Included in the packet was an information sheet that was prepared by the DCVB since the committee's last meeting.
- Vandermause explained that all of the signs would have a similar theme and color, but each community could incorporate their own branding.
- Vandermause explained that the pie chart included on the information sheet breaks down the costs for each community.
- The costs for Egg Harbor combined the Town and the Village so Vandermause followed up with the DCVB to determine that the Village would be responsible for \$8,973 of the design costs.
- The DCVB and community coordinators are working on reviewing a number of proposals for this project.
- Staff will continue to update the committee on this item as more information becomes available.

#### **9. Road resurfacing**

- Road surfacing for Harbor Heights Road and a section of White Cliff Road as well as roads in the Point Beach area was included in the FY 2018 budget.
- The County is doing the work and is going to notify residents in the areas that the work is being done.

## **10. Farmer's Market**

- Heise stated that this is specific to signage for the Farmer's Market and it was discussed by the Trustees to put up a permanent sign for the Farmer's Market during the season.
- Staff discussed adding a panel to the Tourist oriented direction sign that already exists on the south end entrance at Harbor View Park.
- The committee liked the idea of adding a panel to the existing signage.
- Helm asked if there has been feedback from the vendors regarding the new location and Van Laanen stated that she has heard that the vendors like the location.

## **11. Pedestrian signs**

- This request was made by a resident to John Heller because not all of the crosswalks have pedestrian crossing signs.
- Heise stated that he spoke with Meyer and some crosswalks do not have a sign because they are in a location where the sign would interfere with the turn radius.
- The pedestrian signs are expensive.
- Northrop suggested painting the crosswalks more often so that they stand out more.
- Helm suggested adding a crosswalk on the north end of Market Street.
- Helm stated that it would be a good idea to do something to make the crosswalks more obvious.
- The committee agreed that for this year the crosswalks should be painted more often in order to help them stand out.
- Meyer will look into if a crosswalk could be added across the highway on the north end of Market Street.
- Mathys asked if anyone has been down to Marquette and asked if there is a main crosswalk in the Village where a light indicator for people crossing could be installed.
- The committee stated that this could be looked into, but would probably need to be built into a plan and reviewed by the WisDOT.

## **12. No parking signs on STH 42**

- Meyer received a request to paint the curb yellow on the corner on the south end of Market Street and STH 42 because cars parking on the STH 42 created a visibility issue.
- There was an additional request to continue the paint on the corner all the way to the new distillery.
- Northrop stated that another bad parking area is on the highway north of Casey's.
- Meyer asked if the committee would like to paint the curbs yellow everywhere there isn't a designated parking area.
- The committee would like to add this to next month's agenda for review.

## **13. Parking situation on CTH G**

- Van Laanen stated that the parking situation on G is a mess and cars are parked all the way from STH 42 to the bird trail.
- Van Laanen said that she thinks the county should paint the right away line along Shipwrecked and paint parking spots.
- Van Laanen suggested adding parking spots on the road opposite of Shipwrecked.
- Heise stated that the staff will need to work with the County on this issue.
- Heise stated that he would be reluctant to paint parking spots on the road without really studying the area.
- The committee would like this issue on next month's agenda after it can be studied more, but would like the County to paint the right of way lines.

#### **14. Village sidewalk correspondence**

- The committee reviewed the correspondence.
- The committee would like to schedule a walk through meeting of the downtown corridor.
- The committee would also like to do the walk through with the Trustees.
- The committee suggested having meetings with two options either the 20<sup>th</sup> or the 26<sup>th</sup> of July at 3:00 p.m.

#### **15. Open Session**

- Van Laanen stated that poison ivy on the Bird Trail is very bad and also by some trails at the terrace.
- Meyer stated that the poison ivy would need to be sprayed.
- Heise stated that if the committee would like to start spraying plants there needs to be a policy and a plan.
- Heise said that the specific areas that will be sprayed need to be mapped out.
- Meyer stated that Public Works is very busy with various projects.
- The committee would like to see a report from Meyer each month.
- Van Laanen stated that the Trustees did discuss cutting some trees back behind the Chocolate Chicken on the Village property.
- Mathys asked Meyer to sit down with him and walk through the departments operations.
- Mathys asked if Meyer submits budget requests and the committee explained that they do a line item review.
- Van Laanen stated that the lock boxes at the Peg Egan for donations have been doing very well.
- Brennan asked about the seagull problems at the Kress Pavilion and Heise reported that the building manager is working on a solution for this problem.
- Mathys stated that the bike lane on CTH G needs to be reviewed because it is only on one side of the road and it is very confusing.
- Staff would need to work with the County on this issue.
- The committee suggested having someone from the County attend the next committee meeting.

#### **16. Next Meeting**

The next meeting is August 1<sup>st</sup>, 2018 at 8:30 a.m.

**17. Adjourn**

Van Laanen moved to adjourn, second by Helm, motion carried.

DRAFT