

**Village of Egg Harbor
Parks and Public Works Meeting Minutes
Wednesday, June 7, 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, Angela Lensch, Don Helm, Kaaren Northrop, Jeff Meyer, Ryan Heise, and Megan Vandermause. Absent was Joe Smith. Also in attendance in the audience were John Heller and Rebecca Carlton.

Van Laanen moved to approve the agenda, second by Lensch, motion carried.

2. Approval of Committee meeting minutes May 3, 2017

Northrop moved to approve the May 3, 2017 meeting minutes, second by Van Laanen, motion carried.

3. Open Session

4. Public Works Supervisor Update

- Meyer stated that the new solar lights have been installed in Harbor View Park and they are very nice lights.
- Meyer said that the DPW ordered plants and some old shrubbery in Harbor View Park was taken out and replaced with perennials.
- Meyer stated that the DPW has been doing a lot of weeding and mulching.
- Meyer oversaw the beach project last week.
- Van Laanen reported that the chairs look very nice at the marina.
- Northrop asked how many people were hired for the summer.
- Meyer said that he has two full time guys and one other guy that was hired for the summer.
- Northrop asked why the DPW is understaffed and Meyer stated that he doesn't know.
- Heise said that outsourcing some of the services may free up some of the DPW time.
- Meyer stated that the DPW did look into outsourcing the lawn mowing in the past.
- Van Laanen asked if rather than outsourcing the DPW could hire an hourly person to do the lawn mowing.
- Meyer said that Bob Hatala does all of the lawn mowing, but he now only works three days a week.
- Heise said that the budget has remained the same as far as hourly staff.
- Meyer said that it is harder to hire decent workers for less money.
- Northrop asked if outsourcing lawn mowing has a different effect on the budget than hiring someone.

- Heise stated that the DPW needs to be smart about the projects that they take on, so the Village needs to be smarter about outsourcing some of these projects.
- Heise stated that as the Village moves into the next budget cycle, Meyer needs to make a compelling argument about the amount of work that has increased for the DPW.
- Northrop said that at her business they hire a lot of international kids that are looking for second jobs that would be willing to work for 4 hours a day for the DPW.
- Northrop stated that she feels there would be a lot of applicants for the position if this would be an option for the Village.
- Meyer stated that the budget will need to be reviewed.
- Meyer said that the DPW gets a little bit behind this time of year, but eventually they will catch up.
- Heise said that in between sidewalk and curb landscape is a bit of a problem because some property owners take care of this landscape and some do not.
- Heise said that if the Village does the work the property owners could be billed back.
- Heise suggested sending a letter to these property owners.
- Lensch asked if there is an ordinance that requires these property owners to maintain this landscape.
- Northrop suggested just charging a flat rate each month to the property owners that do not want to maintain these areas.
- Van Laanen asked if this could be looked into and Heise stated that this will be researched.

5. Celebrate WI Sculpture Project Update

- Rebecca Carlton wanted to update the committee on the Celebrate WI Sculpture Project.
- Carlton reported that all five of the concrete pads have been installed and stated that if any of the committee members want to take a look at them they are welcome to.
- Carlton said that only one application was received in response to the call to artists for the Celebrate WI Sculpture project.
- Carlton stated that the Public Arts Initiative Board is in the process of looking into why there was only one application for the project.
- Carlton said that an artist was selected for the Bay View Terrace Park and the Public Arts Initiative did meet with the artist.
- Carlton said that the six other artists that had submitted applications for the terrace project were asked to show their work as part of the Celebrate WI Sculpture Project.
- Carlton said that three of the six artists agreed to show their work and the original applicant for the Celebrate WI project was also invited to show her work.
- Carlton shared pictures of the art pieces that will be showed around the Village.

- Lensch asked if the locations for the art pieces have been selected, and Carlton reported that the PAI will be meeting next week and will determine which piece is going where.
- Carlton said that PAI made the assumption that Meyer and the DPW crew would be able to assist with the installation for each of the pieces.
- Carlton stated that she has images for the anchoring of the pieces.
- Carlton said that the PAI did not account in the budget to pay the DPW.
- Heise said that because the PAI is bringing about \$50,000 worth of artwork into the Village the DPW can assist with the installation.
- Carlton reported that the pieces will be installed over a 4 day period of time and she anticipates each installation taking about 2 hours.
- Meyer asked how heavy the pieces are and Carlton reported that they are different weights.
- Carlton said that none of the pieces are very large.
- Carlton stated that the PAI wanted to be as prepared as possible so that the DPW does not have any time wasted.
- Van Laanen stated that the park should be addressed as Beach View Park Terrace and the nature trail should be referred to as the Bird View Park trail.
- Northrop stated that she thinks that this project is very exciting.

Northrop moved to recommend approval of the PAI's proposal to the Village Board, second by Helm, motion carried.

- Lensch stated that she has some experience with sculpture installation so if the DPW and PAI need a volunteer she would be willing to assist.

6. Bike Rack Location/ Bike Repair Station Location

- Heise stated that two locations were selected for the Eggy Bike, bike rack locations.
- Heise stated that a concrete pad was poured for the bike rack at the marina, and the other bike rack was originally proposed to be placed in between the Nature Works building and the BP gas station. The owner of the BP gas station was upset with the bike rack being placed at this piece of property.
- Heise stated that on the fly the bike rack location was moved by Main Street Market, but there were some issues with the neighboring property owner.
- Heise said that he and Meyer had reviewed a new location for the bike rack.
- Northrop stated that there are no longer issues with the adjoining property owner, and she expressed to Northrop that she likes it there and she sees that it gets used a lot.
- Van Laanen stated that she was at Parador last night and the owner of Parador told her that the project is even more than he imagined.
- Heise asked where the bike repair station should be placed, and asked if the bike repair station could be placed near the Coastal Byways sign in the park.
- Northrop stated that the bike repair station is not just for the Eggy bikes so if there is room near the sign it could be placed there.

- Northrop asked if the repair station should be placed near the bike rack at the marina because it needs to be bolted to a concrete pad.
- Helm stated that he thinks the repair station should be placed down at the marina because this way if there is something wrong with the repair station the marina staff can be notified.
- Meyer discussed whether or not the repair station should be taken in during the winter.
- Van Laanen stated that if the repair station is placed at the marina, it should not be close to the curb so that boats and trailers cannot back into it.
- Meyer said that the pump and the repair station are two separate pieces.
- Meyer said that if he took a plate of steel and anchored bolts in to it he could just take the steel plate off.
- The committee agreed to place the bike repair station by the bike rack at the marina.
- Meyer reported that when he was working at the beach last week he saw a lot of bikes go by.
- Heise recommended putting a laminated map of the village in the bike baskets.

7. Beach Project Update

- Meyer stated that last week he monitored the sand coming in and worked with Smith Group JJR.
- Meyer said that Smith Group JJR had a representative on site that came to help with the grades.
- Meyer stated that the project ended up coming out very close to perfect.
- Meyer stated that about 2,600 tons of sand was added to the beach and the beach ended up coming out pretty close to grade.
- Meyer said that the turbidity barrier washed up on shore, but at that point it was no longer needed.
- Northrop confirmed that the stakes from the turbidity barrier will be removed.
- Meyer said that he has been thinking about how to groom the beach.
- Meyer stated that the sand should be dragged.
- Northrop asked how Nicolet Beach grooms the beach.
- Meyer said that he went to a presentation a few years ago at Cave Point where they had a machine that would clean up the sand and shoot it back out.
- Meyer stated that the DPW does have problems with getting the tractor on the beach.
- Van Laanen asked how often the beach needs grooming and Meyer stated that at least on Friday and Monday morning.
- Heise said that staff will work on a solution for grooming the beach.
- Heise stated that he got an email from the DNR warden who received a concern regarding the plume that may have been developing from the fines that were placed.
- Heise said that whoever tipped the DNR warden also tipped channel 5 from Green Bay, but the story ended up being a great story and great publicity.

- Heise reported that everything that has been done was permitted and by regulation.
- Heise reported that the project came in under budget.
- Heise stated that staff is working on getting a maintenance permit for removing cobblestones from the water and this process is underway.
- Northrop asked if since the project came in under budget if there would be money available for grooming and Heise said that because the money was budgeted from a public purpose bond he thinks the answer is no.

8. Review Bay View Terrace Plans

- Heise stated that the Trustees have allocated \$25,000 for the renovation of the terrace.
- Heise said as the committee is aware this project had gone out to bid a few times and came in way over budget.
- Heise stated that he would like to simplify this project as much as possible.
- Heise shared some pictures of the stone that currently exists at the terrace.
- Heise would like Meyer to hire a contractor to come in and work on a time and materials basis with a not to exceed clause to restore the terrace in kind.
- When Heise reviewed the plans with Mathys, Mathys brought up a concern with steps in the center of the terrace and Heise said that he thinks that any decent mason should be able to restore the steps.
- Van Laanen stated that she uses the steps a lot and they get really slippery when they are wet.
- The committee agreed that the steps in the center of the terrace should stay and be restored.
- Heise said that another concern is removing the trees along the roadway.
- Meyer reported that the trees were trimmed by the Village for the view and were trimmed by the utility company.
- Meyer said that this time of the year is not the best time of the year to take out trees.
- Lensch asked if the trees are removed if the cedar could be repurposed.
- Meyer stated that the DPW thought about putting a picnic table in the bunk house.
- Northrop suggesting putting out a plaque with some historical information about the property.
- Northrop suggested having one of the Troop children write a little historical piece about the property.
- Heise stated that the art piece will go on the top of the terrace and shared a site view for the piece.
- Lensch asked if the bat houses have been put out yet.
- Heise said that he reached out to the UW Extension office to see if they would be interested in working with the Village to do the plantings on the property.
- Van Laanen asked if there is a time schedule for this and Heise would like to see it done by the end of July.
- Lensch asked if the \$25,000 is being held and will be used for the contract work, and Heise confirmed that this is correct.

- The committee discussed which type of bench should be used for the terrace.

9. Paint Colors for Bertschinger Center

- Lensch reported that she went to the marina and the beach and looked at the color of the buildings.
- Lensch said that she thought it would be interesting to tie the Village logo colors into the color pallet.
- Lensch reported that the railings and doors would be blue.
- Lensch said that she thinks that blue also ties in the painting on the building nicely.
- Lensch stated that she thought that the main color of the building should be more of an earth tone rather than a color.
- Northrop stated that she thinks that the color pallet looks great.
- Meyer stated that the contractor will not be available to paint the building until August.
- Lensch confirmed that just the exterior of the building will be painted.

10. Open Session

- Heller asked if the Parks and Public Works Committee would have ever thought about or considered discussing some type of shuttle service.
- Northrop said that she was in Sister Bay last night and she saw the Trolley go past a few times.
- Helm asked about using something similar to the Gibraltar Grill because they have a large golf cart that they use to shuttle people.
- Meyer asked where people would be shuttled from and Heller stated from the overflow parking on Church St. or to the beach.
- Van Laanen said that this is something that the Egg Harbor Business Association could coordinate.
- Northrop said that the shuttle service for boaters should be handled by the marina.
- Meyer stated that the marina does use the golf cart to shuttle people from the overflow parking back to the marina.
- Van Laanen suggested setting routes for the golf carts.

11. Next Meeting

The next meeting is scheduled for July 12th, 2017 at 8:30 a.m. in a location to be determined.

12. Adjourn

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

*Respectfully submitted by,
Megan Vandermause*