

**Village of Egg Harbor
Parks and Public Works Meeting Minutes
May 2nd, 2018 – 8:30 AM
Donald & Carol Kress Pavilion- Great Hall
7845 Church Street, Egg Harbor, WI 54209**

1. Call to order and adopt agenda

Van Laanen called the meeting to order at 8:34 a.m. Those in attendance were Lisa Van Laanen, Angela Lensch, Don Helm, Kaaren Northrop, Jeff Meyer, Ryan Heise, and Megan Vandermause. Also in attendance were Clarence Scherer, Mary Ann Scherer, and Mack Bonk.

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

2. Approval of Committee meeting minutes March 14th, 2018

Van Laanen moved to approve the March 14th, 2018 meeting minutes, second by Northrop, motion carried.

3. Open Session

- Lensch asked if a 30 mph sign could be added going south on 42.
- Meyer stated that the DOT would need to be consulted on this.
- Lensch stated that once you go around the curve going south there is only one 30 mph sign.

4. Beach project update

- Smith Group JJR finished the drawings that were submitted to the DNR.
- The only permitting requirements were the dredging and land improvement permits.
- A number of limestone blocks are proposed to be used for the retaining wall.
- The limestones blocks that were selected would mimic the limestone blocks that currently sit on the west side of the beach property.
- A stamped concrete retaining wall instead of the limestone blocks could offer some savings.
- Concrete walkway will provide longevity.
- Additional trees and picnic tables are shown on the drawing, but could be eliminated.
- Boshek stated that there are not a lot of robust features.
- There is a good amount of storm water coming down the hill and a tile drain system will be installed to carry the storm water around the retaining wall and eject it through an outfall location so it does not drain across the beach.
- Boshek stated that some of the site features can be pulled back to reduce the cost.
- Boshek reviewed the opcc
- Boshek reviewed the items that were applicable for grant funding.

- Boshek stated that these items are directly related to forming a beach instead of the upland improvement.
- These items are related to water quality.
- Northrop confirmed that the grant was applied for 60% of the eligible costs for the project.
- Northrop asked when the Village will know if the grant has been awarded.
- Announcements will be made by June.
- Northrop stated that the only cost saving would be replacing the limestone with a concrete retaining wall.
- Boshek stated that stamped concrete could be used which looks very nice.
- Heise asked if this item could be a bid alternate.
- The limestone will provide a more terraced seating environment.
- Northrop confirmed that the screen wall fence, picnic tables, café tables, and trees are all optional items.
- The screen wall fence would help deter the public from climbing the stone.
- Van Laanen asked what the cost saving would be if the Village went with a concrete wall instead of the limestone blocks.
- Boshek stated that the cost could be reduced by \$40,000 to \$50,000.
- The concrete walk paths could be changed to asphalt, but Smith Group JJR proposed concrete as it doesn't get as hot on the feet.
- Meyer asked if pavers could be used instead of concrete because the Village already has a lot of pavers.
- Boshek stated that this would offer a cost savings because only the cost of labor would need to be included.
- Boshek stated that some areas could be pavers and others could be concrete.
- Meyer will look into how many pavers the Village has in regard to the square footage of the walk path.
- The total cost of the project is \$535,315 with a contingency of \$107,000 bringing the cost up to \$642,415.
- The grant would reduce the cost by \$120,000.
- The engineering costs are included in the Village's current contract.
- Heise confirmed that the cost of the project as it has been discussed over the past few years as come in around \$500,000.
- The project will be reviewed with the Village Board, then Smith Group JJR will put together the bid package, and then the project will go out to bid.
- Northrop confirmed that the Village should know if the grant funding will be received before the project goes out to bid.
- Northrop asked if there is a timeline for using the grant funds.
- Getting the project done by May 2019 might be a little tight but this depends on how the final engineering goes.
- Heise confirmed that the Village first applied for a Coastal Management Grant and then submitted a grant through the Fund for Lake Michigan group.
- Lensch asked if the water coming down the hill in the new area has more natural filtering since there is more green space.

- There will be a new bio filtration area added at the start of the limestone retaining wall.
- Van Laanen stated that she is a bit torn regarding the stone because the concrete could offer a cost savings.
- Heise stated that the committee should look at the longevity of the stone.
- The project is within budget even with the limestone.

5. Bay View Terrace sculpture installation

- Vandermause stated that the Bay View Terrace sculpture will be installed and a dedication will take place on May 26th, 2018 starting at 1:30 p.m.
- The committee members are invited to attend and the dedication should take about 45 minutes.

6. 2018 Celebrate Wisconsin Sculptors project

- Vandermause reviewed the locations for the art pieces for the 2018 Celebrate Wisconsin Sculptors project.
- Sculptures will be placed at Peg Egan, the Dog Park, Harbor View Park, and the Bay View Terrace.

7. Opportunity to bury powerlines by Shipwrecked

- Heise was contacted by Wisconsin Public Service regarding the opportunity to bury the utilities next to Shipwrecked.
- The poles would remain, but the utilities would be dropped.
- The cost came in at \$25,000.
- Heise told the representative from WPS that the aesthetic would not look very attractive if the poles needed to remain.
- Heise asked WPS if there was an opportunity to bury the lines at a few more poles.
- Heise stated that this is something that the Village would need to move on fairly quickly.
- Northrop confirmed that this option has been presented because there is an opportunity for the utilities to be buried and it could save the Village money when the rest of the CTH G project is completed.

Northrop moved to recommend to the Village Trustees to drop utilities between two poles with consideration to drop utilities heading down G and at the intersection of CTH G and STH 42, second by Van Laanen, The committee discussed:

- Lensch stated that considering that the committee was looking at cost savings from the beach she is not sure that the cost of burying these lines is justified at this time.
- Northrop asked if the new sidewalk could also be installed.
- Lensch asked if the CTH G project goes through if there is potential for a sidewalk.
- Northrop asked if burying the powerlines would be helping WPS.

- Heise stated that WPs approached the Village because they have the opportunity at this point to bury the lines and they know that the village is interested in burying the lines at some point in the future.
- Van Laanen asked if burying these lines would help any power outages.
- Northrop stated that this would be an opportunity for the Village to see what the buried powerlines look like except that the poles would remain.
- Heise stated that he thinks if the poles stay he does not see a great advantage.

Northrop amended her motion to include the possibility of burying additional poles to reduce the number of poles, second by Van Laanen, the committee discussed:

- Heise will review the cost of burying additional poles.
- Heise stated that this will likely move on to the Village Trustees without returning to this committee.
- Lensch stated that it is easier to manage the lines above ground.
- Lensch asked if the Village gets charged for the repairs on WPS lines and Heise stated that this is a cost of WPS.

The committee voted, motion carried. Lensch abstained.

8. Sidewalk art

- Van Laanen stated that she and two community members got together to put together the Eggy Chalk Art event.
- The entry fees would cover the cost involved.
- The event will take place on June 22nd and will overlap with the Farmer's Market event.
- The chalk will be non-toxic and will wash away.
- The Kress Pavilion property will be used for the project and there is room for 115 entries.
- Van Laanen stated that the project was endorsed by the EHBA at their meeting yesterday.
- Reinke was consulted on the project and she thinks it would be a great project.
- Van Laanen stated that the project is an experiment and if it goes well the group will continue doing it.

Northrop moved to recommend the sidewalk chart art event to the Village Trustees, second by Helm, motion carried.

- Heise asked if the group has plans to remove the chalk once it starts to partially wash off and Van Laanen stated that the volunteer group will take care of this.

9. Bertschinger Center signage

- Vandermause reviewed the updated signage for the Bertschigner Center.
- The monument sign will be updated, but will stay the same for now. "Egg Harbor Library" will be replaced on the sign with "Egg Harbor Welcome Center".

- Four inch acrylic lettering will be added outside above the handicap entrance outside the Village office that will read “Village Office”.
- Four inch acrylic lettering will also be added above the overhang by the post office entrance that will read “U.S. Postal Service”.
- Vandermause and Meyer came up with a concept for a new Egg Harbor Welcome Center sign. The sign will hang above the steps at the main entrance of the Bertschinger Center. The same barn wood that was installed in the welcome center will be used on the sign and 6 inch acrylic letters will be used.
- Vandermause stated that the signage updates are restricted by budget, but there could be an opportunity to update the monument during the next budget year.
- Helm recommended updating the monument sign now.
- Helm stated that he understands the budget constraints, but thinks it would be beneficial to change the sign now that the changes are being made now.
- Heise would recommend outsourcing the signage update and it would be nice to match the new monument sign to the Kress Pavilion sign.

10. Eggy bike options

- Van Laanen stated that she spoke with a representative from Nor Door regarding new Eggy bike options.
- Van Laanen stated that there were some options for different bikes, but none of the bike options were viable.
- Vandermause asked what sponsorship price the committee wanted to go with this year.
- Northrop asked what the cost of the bikes is and Vandermause stated that the total cost for the bike and all the features comes in around \$350.
- Vandermause stated that when the initial program kicked off sponsorship businesses got a deal because the Village took on some of the cost.
- The one sponsor that came in later in the season paid the \$350 sponsorship fee.
- Lensch asked if the license plate advertising could be improved.
- Lensch asked if there is an opportunity to add a website or logo to the license plate.
- Helm suggested having a tiered sponsorship system.
- Helm asked what the condition is of the existing bikes.
- Meyer stated that the bikes did have some issues with the seat posts bending.
- Northrop suggested zip tying the baskets to the bikes so that they cannot be removed.
- Van Laanen stated that she would like to purchase two smaller bike racks for the Kress Pavilion and Harbor View Park.
- Van Laanen asked if the Village could find some volunteers to help move bikes around.
- Northrop stated that at the EHBA meeting next week it would be beneficial for someone from the Village to give a presentation on the Eggy Bike program.

11. Public parking concept

- Heise stated that this concept has been reviewed with the Plan Commission and the Village Trustees.
- Heise stated that this is only a concept, but there is an opportunity to create a public parking lot downtown as well as an opportunity for restrooms.
- Van Laanen asked how many property owners are involved.
- Heise stated that there are four property owners involved.
- Helm asked how many spots are being proposed for the parking lot and Heise stated that this is just a concept proposal so he hasn't gotten that far at this point.
- Van Laanen confirmed that the Village would maintain the parking lot and the pathway.
- Northrop suggested possibly making the parking lot square.
- There are no plans for the layout at this point because this was just a concept idea.
- Lensch suggested talking to Crossroads in Sturgeon Bay who recently redid their parking lot and created a grid sidewalk and incorporated solar panels.

Van Laanen moved to approve the concept of the parking public lot and land acquisition of said properties as well as overlapping the Green Tier Initiative in the project, second by Northrop, motion carried.

12. Open Session

- Clarence Scherer asked Meyer if limestone or concrete would be easier to maintain at the beach, and Meyer stated that he thinks concrete would be easier to maintain.
- Scherer stated that the community planners that have come to the Village before have all stated that public parking is a waste and that parking should be provided along the street.
- Scherer stated that Lena's lot could have been developed for cheaper than what it will cost to develop this new parking plan.
- Scherer stated that at one time there was a fee that would be charged if there wasn't enough parking provided by the businesses.
- Scherer recommended implementing this fee to help offset some of the cost.
- Van Laanen asked if there are other communities that charge a fee for parking requirements.
- Heise stated that there could be an opportunity to assess businesses that do not have the appropriate amount of parking to go towards some of the cost.
- Meyer picked up a landscape plan from Door Landscaping this morning for flowers by the Bertschinger Center and Harbor View Park.
- A price was also included for the installation of the flowers.

13. Next Meeting

The next meeting is June 6th, 2018 at 8:30 a.m. at the Donald and Carol Kress Pavilion.

14. Adjourn

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