

**Village of Egg Harbor
Parks and Public Works Meeting Minutes
Wednesday, May 3, 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 8:30 a.m. Those in attendance were Lisa Van Laanen, Don Helm, Kaaren Northrop, Joe Smith, Jeff Meyer, Ryan Heise, and Megan Vandermause. Absent was Pam Wegner. Also in attendance in the audience were Mack Bonk, Luke Bentley, Clarence Scherer, and Mary Anne Scherer.

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

2. Approval of Committee meeting minutes March 8, 2017

Van Laanen moved to approve the March 8, 2017 meeting minutes, second by Smith, motion carried.

3. Open Session

- Northrop stated that she and her husband were in Coronado a month ago and every morning they took a 5 mile walk.
- Northrop said that Coronado has very wide streets and one particular intersection was 90 ft. long.
- Northrop asked someone who lived in Coronado why the streets were so wide and the resident did not know.
- Northrop said that another thing they noticed there was that in certain areas of town the sidewalks were wider and they found themselves walking on the wider sidewalks.
- Northrop pointed out that sidewalks matter in a walking town.
- Northrop said that the power lines in Coronado are buried in the center of town and all of the transformer boxes are artistically painted.
- Northrop reported that she took pictures to share.
- Northrop said that powerlines are buried in a lot of places and people have come up with a lot of creative ways to disguise transformer boxes.
- Mary Anne Scherer asked if the committee was told at one time that the boxes could not be painted, and Northrop said that the boxes can't be painted for one year after they are installed.
- Clarence Scherer said that the street sign on Market Street was taken down and Meyer said that it was taken down for maintenance.
- Clarence Scherer asked if there will be another public directional sign put on the corner of Market Street and Church Street and Meyer reported that he thinks there is one there, but he will check it out.

4. Public Works Supervisor Update

- Meyer reported that a full time employee was hired to replace Larry Desotelle, and his name is Cody DeMuse.
- Meyer also reported that a part time summer employee was hired and his name is Nathan Schmelzer.
- Meyer said that some landscape areas will be reworked at the marina.
- Van Laanen asked if all of the plantings in the park at the marina have been pulled out, and Meyer said that some junipers have been pulled out and they are on schedule to be replaced this spring.
- Meyer said that some shrubs will be used and perennials.
- Van Laanen pointed out that an outside landscaper has not been hired and all the work has been done in house.
- Meyer said that some of the festivals take a toll on the park.
- Meyer said that the fence around the playground at the marina was rotting, so the fence will be replaced.
- A little brick area will be added to the marina and the marina manager has an idea to have bricks individuals can purchase for memorials.
- Meyer reported that a bunch of bird houses, bat houses, and duck houses have been built and Public Works is waiting for suggestions from the Bird City Ad Hoc Committee for placement.
- Meyer said that some new cedar garbage receptacles have been built for the beach.
- The ardiondack chairs at the marina were painted.
- The marina bathrooms have been opened.
- Some street light maintenance was done with the new bucket truck and Meyer said that the new bucket truck made this very easy.
- Meyer reported that there was a plumbing project that was completed at the Bertschinger center.
- Meyer said that some concrete was removed at the beach that was a safety issue for the kayak rental.
- Meyer reported that Public Works worked with the DNR.
- Meyer reported that some street work was done around the Village and there were a lot of fallen trees that were taken care of.
- Meyer said that Public Works assisted with the installation of the new lift station at the marina.
- Meyer stated that this was long overdue.
- The Public Works Department did some cleaning of storm drains because over the winter they get plugged up.
- All of the signs on the Point were checked and replaced if necessary.
- Ten new hanging baskets have been ordered and will be added around the Village.
- The bunk house on the terrace is being restored and eventually there will be a brick patio walk out near the structure.
- The Public Works Department also cleaned up some snow plow damage.
- Van Laanen asked about the signs near the beach that say “public bathing beach” and asked if the signs could be replaced with signs saying Beach View Park.

- Northrop asked when the hanging baskets will be out and Meyer said that they should be up right after Memorial Day weekend.
- Northrop said that because Memorial Day is later this year it would be nice if the baskets could be up for Memorial Day weekend.
- Heise asked if the flowers have been ordered.
- Meyer reported that last year he looked into a wholesale flower distributor out of De Pere and they had an open house that Richmond attended.
- Heise asked if the strip of grass in between Main Street Market and Mojo's has been worked out, and Meyer said that he will take a look at this.
- Northrop said that she does not care what is done with area, but Main Street Market will maintain it.

5. Bike Repair Station Location

- Northrop reported that Nor Door Cyclery recommended that the bike repair station be placed by one of the bike racks.
- Van Laanen said that she would recommend putting the bike repair station near Harbor View Park where everyone can see it.
- Northrop said that the bike repair station could be placed near the bike rack that will be in between the BP and Nature Works.
- Northrop reported that one bike rack will be near the BP gas station and Nature Works and the other rack will be put in the marina.
- Meyer said that there could be an area in the marina where concrete could be poured for a bike rack and the bike repair station.
- Van Laanen asked if Meyer is referring to the slab that curves around the playground.
- Helm pointed out that a few yards of concrete will not cost much.
- Northrop asked if the committee could walk around in the marina to look at spots for the bike rack.
- Smith stated that either of the locations at the bottom of the hill near the marina is fine with him, but he thinks that at least to start off there should be a bike rack at the marina.
- If the concrete was added in the marina, it can always be used for picnic tables if the bike rack is moved.
- Northrop, Meyer, and Van Laanen will go to the marina tomorrow to find a spot for the bike rack.
- Helm asked if the bike repair station needs to be free standing and asked if it needs to be bolted to a concrete pad.
- Helm said that he thinks this needs to be removable for the winter.
- Heise recommended having a meeting when the bike station comes in.
- Heise congratulated Van Laanen on selling out all of the sponsorships.
- Smith said that if more bikes are ordered the owner of Shipwrecked would like more sponsorship.
- Heise said that if a sponsor wanted to pay more, more bikes could be ordered.
- Northrop stated that the signs for the bike racks will need to be figured out.

- Meyer said that there are a lot of sign companies that could make the signs for the bike racks.
- Smith asked about the wording of the sign and Northrop said that she put together a template.

6. Review of past year's projects

- Van Laanen said that she wanted to review all of things that the committee accomplished over the last year.
- Van Laanen reported that over the last year the committee established a bike share program, developed a snow removal policy, re-established the Bird City Ad Hoc Committee, improved the lighting in Harbor View Park, helped establish a Farmer's Market, coordinated with the Public Arts Initiative for their public art project, added solar lights at the village entrance signs, defined and named the Village parks, and established a disc golf course.
- Meyer stated that the bird city signs and other signs had to be removed because they cannot be put in the state right-of-way without approval.
- Meyer said that Richmond made up a structure to put the signs on, but Public Works does not know where to put it.
- Smith asked if staff can look into what it would take to put the signs 20-ft past the green population sign on the highway.
- Van Laanen asked if there were bird city signs on CTH E and CTH G and Meyer said that there are signs there and those can stay.

7. Beach Project Updates

- Heise said that the goal was to get phase one of the beach project, which includes beach nourishment, targeted for Memorial Day weekend.
- Heise stated that this comes down to bidding out for the material and hiring a contractor to place the sand.
- Heise asked Meyer how the sand was placed the last time.
- Heise reported that there are two sand types available from two local quarries.
- Heise said that the Village will have some samples later today.
- Heise reported that there would be about 200 truckloads added to the beach which would take about 6 days.
- Heise said that the project could be phased, but this is not ideal.
- Heise said that he will need to check with the attorney to make sure that the Village could purchase the material and then hire a contractor to place the sand at the beach.
- Northrop asked what the water level is like, and Heise reported that the water level is up from last year.
- Heise said that if the project does not have to be bid out, it should be able to get done by Memorial Day weekend.
- Van Laanen asked if this is in the budget, and Heise said that this is not necessarily in the budget, but there is a public purpose bond that was previously designated for highway engineering that could be used for the beach project.
- Heise said that this will be added to the next Village Board agenda.

- Northrop asked if the sand would be sitting on the beach until the contractor would come in and Heise reported that it would all be done at the same time.
- The committee stated that the Memorial Day deadline is not very firm.
- The Village has \$32,000 that will be awarded from the Coastal Management grant, but is being tied up with federal level conversations that are going on.
- This grant money is for the design work for phase two.
- Smith pointed out that there is a firm distinction between physical construction costs and design costs and Heise confirmed that this is always the case.

8. Memorial Policy

- Vandermause and Meyer worked on the Memorial Policy.
- Vandermause stated that staff identified what can be purchased as a memorial and where the memorials could be placed around the Village.
- Smith asked if the prices are base prices or mark up prices.
- Vandermause stated that she and Meyer did have a conversation about this, and Meyer reported that staff thought that the Village would be receiving new items that are donated so the prices were kept at base prices.
- The committee stated that the memorial brick should cost \$100 instead of \$50.
- Meyer pointed out that these prices are subject to change.

Northrop moved to recommend the Memorial Policy for approval by the Village Board, second by Smith, motion carried.

9. Review Capital Improvement Projects

- The committee would like to know where all of the projects stand.
- Meyer stated that he knows that the highway project has been put on hold, but the sidewalks in the Village are almost to the point of being hazardous. Meyer asked if the committee would be okay will doing some asphalt work on the sidewalks as a band aid.
- Northrop stated that she thinks everything needs to be clarified because there is still a lot of misinformation and miscommunication in the Village.
- Heise said that he does not think that the priorities have been shuffled.
- Heise stated that in regard to CTH G the first idea was to put the sidewalk on the east side of the street next to Shipwrecked.
- Shipwrecked is not willing to work with the Village.
- The other item that the committee was waiting for was the cost of burying the powerlines from WPS.
- Burying the powerlines on CTH G from Shipwrecked to the beginning of the Bird Trail is \$590,000 and the total project cost is \$1,050,000.
- Van Laanen and Northrop both said that they are disappointed with not being able to have the sidewalk next to Shipwrecked.
- Northrop asked what the timing would be for the project if the committee stated they would want to recommend this to the Village Board today.
- Heise said that this depends because the sidewalk extensions, CTH G project, and Enhance Egg Harbor are all candidates for grant funding.

- If the Village wants to go after cooperative funding, the grant process would take about a year.
- Heise said that he went ahead and got the cost from McMahon to finish the plans and apply for the grants.
- Smith stated that he thinks grants should be pursued because there will most likely be a wait anyway.
- Northrop said that she thinks the project should wait and grants should be applied for.
- Northrop reported that everyone she has talked to is completely freaked out about the highway project because there is miscommunication.
- Northrop said that the other thing she heard from residents is that they don't care about parking, public bathrooms, and sidewalks.
- Northrop said that all of the things that have been added to the projects are not supported by the residents.
- Northrop said that burying the powerlines seems to be supported.
- Northrop stated that the committee needs to take a really good look at the projects and what would be supported by residents.
- Van Laanen said that if the CTH G project sits too long it will deteriorate.
- Northrop said that another thing that she hears from residents is that Egg Harbor cannot be like Sister Bay.
- Northrop pointed out that if the highway project would go forward as it stands now it would be nothing like Sister Bay.
- Northrop reported that Egg Harbor is different than Sister Bay.
- Northrop said that the committee needs to find a way to allow the residents to see what the Village would look like with the proposed plan.
- Van Laanen said that the committee should bind the plans and get everything ready to go.
- Helm said that as long as property taxes are going to go up the residents will not be in favor of the project.
- Northrop said that she feels like there is so much negativity and everyone focuses on the tax impact because they do not like the plan.
- Northrop said that she would love to have a meeting with McMahon to go over the elements of the plan that are not supported by the residents.
- Heise asked if the Village has ever talked about the premium tourist tax.
- Northrop said that she thinks that the Village needs to re word information regularly.
- Northrop said that most people do not realize that only the Village of Egg Harbor portion of their tax bill will be increased.
- Heise said that he has reached out to the UW Extension office to help the Village with putting together some meetings throughout the summer regarding the Village projects.
- Heise stated that the UW Extension office is willing to host these meetings over the summer and Heise said that it would be wise to have a neutral third party discuss the projects.

- Heise stated that he thinks the Village Board will need to review the projects and their priorities and review the cost for pursuing grants.
- The committee stated that nothing should be done regarding the sidewalk issues that were brought up by Meyer.

Helm moved to do nothing, second by Northrop, motion carried.

10. Paint Colors for Bertschinger Center

- Van Laanen said that she thinks that the colors for Bertschinger Center are very important.
- Van Laanen stated that she would like to see some rendering of what the building would like look with the paint colors.
- Meyer asked if the Bertschinger Center should match the new building.
- Heise said that when the committee last discussed the colors, the committee discussed some uniformity amongst Village buildings.
- Meyer brought some paint samples to share with the committee.
- The committee agreed on one of the color pallets.
- The committee discussed where the three colors would go.
- Heise said that when a contractor is selected, Meyer should see if the company can put the color pallet on a rendering of the building.

11. Open Session

12. Next Meeting

The next meeting is June 7th, 2017 at 8:30 a.m.

13. Adjourn

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

*Respectfully submitted by,
Megan Vandermause*