

**Village of Egg Harbor  
Parks and Public Works Meeting Minutes  
Wednesday, October 4<sup>th</sup>, 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, Angela Lensch, Kaaren Northrop, Joe Smith, Jeff Meyer, Ryan Heise, Lynn Ohnesorge, and Megan Vandermause. Also in attendance in the audience were John Heller and Jeff Olson.

**Northrop moved to approve the agenda with the change moving number five sculpture donation before number three open session, second by Van Laanen, the committee discussed:**

- Smith asked why the Peg Egan Monthly reported that was discussed last meeting and was supposed to be added as a monthly agenda item was not the agenda.
- Staff stated that this was forgotten about and apologized to the committee.
- This item will be included as a monthly agenda item starting next month.
- Staff did not receive a monthly report for the Peg Egan, but this was also not asked for.

**motion carried. Smith opposed.**

**2. Approval of Committee meeting minutes September 6<sup>th</sup>, 2017**

Northrop moved to approve the September 6<sup>th</sup>, 2017 meeting minutes, second by Van Laanen, motion carried.

**3. Sculpture Donation**

- Olson thanked the committee for changing the order of the agenda.
- Patty Degenhardt would like to donate her Universal Mother sculpture to the Village.
- Patty requested four conditions with the donation.
- The first condition was that the sculpture remains in its current location at the five way intersection by the beach.
- The second condition was that the sculpture be waxed when necessary.
- Olson stated that waxing is easy and something that can be done once a year or every couple of years.
- The third condition was that the Village supplies a plaque for the sculpture identifying Patty's name, the sculpture name, and her location.
- The fourth condition was that the sculpture cannot be sold or transferred by the Village of Egg Harbor.

- The donation would need to be accepted in writing by October 20<sup>th</sup> as this was the day that the sculpture would be removed.

**Northrop moved to approve the recommendation of the Public Arts Initiative to accept the sculpture, second by Van Laanen, the committee discussed:**

- Northrop asked about the last meeting when it was brought to the committee's attention that donations also need to be reviewed by the Plan Commission.
- Heise stated that there is a timing issue with this donation and ultimately the Village Board as the final say on accepting the donation.
- The Village Board could decide to accept the donation pending the review of the Plan Commission.

**Motion carried.**

#### **4. Open Session**

#### **5. Budget Review**

- Budget spreadsheets and line item worksheets were presented to the Parks and Public Works Committee.
- Heise stated that the items the Parks and Public Works committee should way in on are highlighted in a salmon color.
- The committee went through the budget by line item.
- Smith asked if one of the two stainless steel tool boxes is for the oldest dump truck.
- Meyer stated that the third dump truck never had a plow on it so it should last longer than a plow truck would.
- Stainless steel tool boxes hold up better in the winter.
- Public Works did get rid of one dump truck that was a 2000.
- There is no intention of getting rid of this truck.
- Smith asked how many full time employees Public Works has.
- Meyer explained that there are three full time employees.
- Meyer stated that all of the trucks get used regularly except for the bucket truck which is only used when needed.
- The Bertschinger Center does not have any fire alarms or smoke detectors because it was not required when the building was built.
- Smith asked if the Village Board has discussed and voted on the EHBA moving into the current library space, and Heise reported that the Village Board has discussed it but has not taken a formal vote on this.
- The EHBA has discussed this and requested this, but has also not taken a formal vote on this.
- The current Visitor's Center would be used for storage because there is a storage need.
- Lensch asked if Public Works will have additional work added with the new library building.

- The snow plowing for the new building has been accounted for in the budget for the library and same goes for other maintenance services.
- Smith asked if the WWTP grounds is billed separately for snow plowing and Meyer stated that the WWTP workers plow the lot themselves.
- Tree trimming used to be included in the Highway Maintenance outside services line item, but is now its own line item.
- Heise stated that he requested that tree trimming be done by hand trimming trees because this is better for the health of the tree as well as aesthetics.
- Van Laanen asked if the County will still be hired to do the tree trimming and Meyer stated that Dave's Tree Service will likely be hired to do the tree trimming.
- Van Laanen asked about the no U-Turn sign on CTH G and asked if this is necessary.
- Heise stated that this was a request that came from a citizen and in order for the police department to enforce no U-Turns there needs to be a sign.

**Smith moved that the Parks and Public Works Committee recommend to the Village Board that there not be a No U-Turn Sign put up on CTH G, second by Northrop, motion carried.**

- Meyer discussed adding solar lights to the terrace property.
- The outside siding on the current Visitor Center would need to be replaced.
- Northrop asked if the building is very expensive to maintain if it will just be used for storage.

**Van Laanen moved that the Visitor Center Maintenance line item be budgeted with no increase from 2017, second by Smith, motion carried.**

**Northrop moved to accept the General Fund budget as presented with modifications as noted, second by Smith, motion carried.**

- The committee reviewed three line items from the Capital budget.
- White Cliff Road and the Shore Roads on the point will be resurfaced.
- Northrop asked if the road work will be done on the section of the road that falls within the Town of Egg Harbor or Gibraltar.
- Meyer stated that other municipalities have their own road maintenance schedule.
- Meyer stated that he chose the roads in need of repaving after he worked on the PACER road evaluation.
- Van Laanen asked about the speed radar signs and asked when the committee discussed these.
- Van Laanen did not recall the committee having a full discussion on the speed radar signs and stated that she was not ready to make a decision on purchasing the signs before discussing.
- Heise stated this is something that the committee has discussed in the past so staff included it in the budget.

- The committee would like more detail on the speed radar signs before they are installed.
- Meyer stated that the Public Works staff did a survey of the street signs to determine which street signs needed to be replaced.
- Meyer stated that if the speed limit is 35 mph or over the signs need to be 9 inch signs which the Village does not currently have.
- Meyer thought it would be nice to change all of the signs so that all of the signs match and are consistent.
- Van Laanen asked if the Village should approach the developments to see if they would also like to replace their signs with the new signs.
- All of the street signs will be high visibility.
- Solar lights for the terrace were also included in the capital budget.

**Smith moved to recommend approval of the Capital Fund Budget as presented with the addition of \$6,500.00 for new street signs to the Village Board, second by Northrop, motion carried.**

- Van Laanen stated that she reached out to a gentleman with the Bublr bike program down in Milwaukee and she would like to use the same type of bike as the Bublr bikes.
- Northrop stated that Nor Door Cyclery can be contacted over the winter to review “Eggy” bike issues.
- Van Laanen stated that she would like to recommend that a third bike rack be added for the “Eggy” bikes as well as adding instruction cards in each of the baskets.

**Van Laanen moved to increase the “Eggy” bike budget to \$1,500.00, second by Northrop, motion carried.**

- Currently the Village budgets \$20,000 for management fees for the Peg Egan and budgets \$20,000 for performances at the Peg Egan.
- Northrop asked if the donations come in before the acts are booked and Ohnesorge stated that this is correct.
- There are two revenue sources for Peg Egan, room tax collections and donations.
- The committee discussed what to contribute to the Peg Egan.
- Northrop stated that she feels like it would be smart to put out a RFP for management services for the Peg Egan.
- The committee discussed that the Dragonfly Agency does identify a number of donors.
- Lensch stated that she feels like this next year needs to be a buffer for the Village and the committee to get more in check with the Peg Egan and determine the best direction to move in.
- The committee discussed budgeting \$15,000.00 for Peg Egan performances instead of \$20,000.00.

**Smith moved to recommend to the Village Board that there be \$15,000 budgeted for performances at the Peg Egan, second by Northrop, motion carried.**

- Van Laanen asked about the Christmas decorations line item and this item is for anything the Village needs to buy related to Christmas decorations.
- Lensch stated that she feels as though there should be funds budget for Green Tier projects such as establishing recycling bins throughout the Village.

**Smith moved that the Parks and Public Works Committee recommend that \$5,000.00 be budgeted for Green Tier initiatives, second by Van Laanen, motion carried.**

**Smith moved that the Parks and Public Works Committee recommend the Special Revenue Fund Budget with noted modifications, second by Van Laanen motion carried.**

#### **6. Beach Discussion**

- Two beach concepts have been prepared for the committee with the main difference being the kayak rental building location.
- Heise explained that testing was done to determine that if the water level would reach the highest recorded level, there would still be 40 ft. of exposed beach.
- More testing will be done before Smith Group JJR begins developing the schematic designs.
- The stone wall does separate the two sections of the property and a portion of it will remain.
- The committee needs to focus on the beach expansion and the paths to beach expansion as well as the kayak rental location.
- Staff asked Smith Group JJR to focus on what the grant monies can be received for.
- Concept A locates the kayak rental building at the west end of parking lot which is advantageous because the renters are directed west away from the marina and the building would be visible from the road.
- Concept B locates the kayak rental building next to the lift station and launches would likely take place from the beach expansion area this is advantageous because it helps mask the lift station building.
- Smith pointed out that Concept B offers electricity for the kayak rental building because power is available at the lift station for the concessions.
- Element 13 will be eliminated.
- Van Laanen stated that she does not want the play area to expand into the picnic area.
- Heise stated that Smith Group JJR has been asked to prepare a bid alternate in order to explore the cost for both options.
- Lensch asked how hard it would be to run electrical to the kayak rental in concept A.
- Smith stated that he does not like concept B because the kayak rental is so far from where the launches would take place.
- Heise stated that this is just an update for the committee and no action is needed.

## **7. Open Session**

- Lensch stated that she attended the first Green Tier meeting in Bay Field last month and the meeting went really well.
- Lensch said that something that she noticed is that many communities have created a Green Tier Committee.
- The first part of the meeting was about emergency services.
- Lensch recommended maybe adding some information about emergency services in the next newsletter.
- Lensch said that it was recommended at the meeting that Green Tier Communities hold annual picnics or pot lucks so that community members can meet each other.
- The second half of the meeting was about community solar power.
- Van Laanen stated that when she first moved here there were community picnics.
- Van Laanen recommended that the Village get in touch with the Door County Environmental Council.

## **8. Next Meeting**

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

## **9. Adjourn**

Van Laanen moved to adjourn at 10:19 a.m., second by Lensch, motion carried.

*Respectfully submitted by,  
Megan Vandermause*