

Village of Egg Harbor
Village Board Meeting Minutes
Monday, February 13, 2012 at 6:00 PM
Paul J. Bertschinger Community Center
7860 Hwy 42, Egg Harbor, WI

Present: President Nancy Fisher, Barbara Cammack, Bob Dickson, Bruce Hill, Paula Cashin, Joshua Van Lieshout and Jessica Bongle
Also present: Peter Devlin, Deb Merkel-Schubert, Joe Smith and Terry Lundahl.

Fisher called the meeting to order at 6:02pm.

- 1) Approval of the Agenda
Hill moved to approve the agenda as presented, seconded by Dickson. Motion carried.
- 2) Approval of Minutes: January 9, 2012 Village Board Meeting and Special Village Board Meeting
Fisher moved to approve the minutes of the January 9, 2012 Village Board meeting as amended, seconded by Dickson. Motion carried.
Fisher moved to approve the minutes of the January 9, 2012 Special Village Board meeting as presented, seconded by Dickson. Motion carried.
- 3) Open Session
- 4) Village Officers and Committees
 - a) Village President
 - a. Terry Lundahl re: Peg Egan Performing Art Center
Fisher reported that Lundahl presented the program listing at the Joint Village Board and EHBA meeting. Fisher asked Lundahl to report on the user fees issues she has run into when people are asking to rent Peg Egan. Lundahl reported the security deposit is the issue. Hill asked if there is the capability for the Village to allow people to use a credit card to hold the deposit and not charge it unless the deposit is needed. Merkel-Schubert explained this would not work for the Village as the credit card system is not set up that way. It was a consensus to leave the deposit fees the same and utilize a credit card to hold the deposit.
 - b. EHBA Agreement ratification and EHBA/Village Board meeting follow up
It was a consensus to make the following changes: remove the dates from Section 2.2 and add "Village View Park", strike the last sentence in Section 3.1, strike Section 3.2, add verbiage to Section 3.4 about the 90 decibel sound limit per Village Ordinance, retain the five percent of gross gate or admission receipts in Section 3.5, end the last sentence of Section 5.1 at 'Pumpkin Patch'. Fisher moved to approve the EHBA agreement as amended, seconded by Cammack. Motion carried.
 - c. Delay/repeal of Parking Ordinance implementation
Fisher gave a brief background as to the Parking Ordinance. Fisher explained the fee was to be collected and utilized for the future cost of a Village parking lot. Fisher stated with the increase of the Utility Fees and the economic times; perhaps it is best to rethink or repeal the implementation of this Ordinance. Hill moved to indefinitely delay sections 'C' and 'I' of the parking lot Ordinance, seconded by Cashin. Motion carried.

d. Resolutions Accepting donations for Peg Eagan Performing Art Center

Fisher moved to approve Resolutions 2012-04 and 2012-05 as presented, seconded by Cammack. Motion carried.

e. Door County Highway Department Intergovernmental Agreement

Van Lieshout recommended choosing the tasks of paint striping and removal of snow on local roads. Fisher stated the removal of trees needs to be kept as well. Fisher moved to approve the Intergovernmental agreement for the three tasks of paint striping, snow removal and removal of trees, seconded by Hill. Dickson asked if the Village has contracted with the County to clear trees on Village roads in the past. Fisher asked Van Lieshout about the brushing done by the County this past year. Van Lieshout reported that was done on an as hired basis. Fisher amended her motion to only include paint striping and snow plowing, seconded by Hill. Motion carried.

f. Joint Board meeting follow up

Fisher reported on the joint board meeting. Fisher asked Bongle to contact Krauel in regards to the minutes from the Joint meeting and to get them posted on the Village web site.

g. 1st Quarter News Letter

Fisher asked for information the Trustees would like to see in the Newsletter be sent to her by 2/24/2012.

h. Dog Park grand opening June 23, 2012

Van Lieshout reported he will be meeting with the fencing vendor soon to get the fence ordered.

b) Administrator

a. Report of code enforcement activities

Van Lieshout reported the Mariner Resort conversation he had with Attorney Hauser. Van Lieshout reported the letter was sent in January. The Board recommended Van Lieshout to take the next step as stated in his January letter.

b. Personnel organization chart, explanation of titles and direct reports

Fisher asked to have "Clerk" on the first page changed to "Clerks" to encompass the Deputy Clerk. Fisher also suggested the Administrative Committee should be moved in line with the Board of Trustees.

c. Marina Manager position description

Van Lieshout reported what he had discussed with Attorney Thiel. The Marina Manager position easily could be classified as an exempt position. Fisher moved to approve the job description of the Marina Manager with the change to exempt, seconded by Dickson. Motion carried.

d. User fees and Use deposits

It was a consensus to make a decision once Lundahl reports back to the Board as to the reception of taking a Credit Card to hold the deposit and not a check.

e. YMCA Wellness Program

Van Lieshout reported what the cost to the Village would be. Fisher asked if the Trustees would be included. Van Lieshout answered yes. Cashin stated she would not approve of tax payer dollars to be utilized to pay for the Trustees to go to the YMCA. Dickson stated it is a good program and may save money on the health insurance in the long run. Cammack asked if this would be for the 2012 fiscal year. Hill moved to table the Wellness program until the 2013 budget discussion, seconded by Fisher. Motion carried.

f. Bureau of Commissioners of Public Lands loan application

Hill moved to approve Resolution 2012-06 as presented, seconded by Cammack. Motion carried.

g. No smoking in Village Vehicles

Fisher moved to approve the no smoking clause addition to the Employee manual as presented, seconded by Dickson. Motion carried.

h. Approval of the purchase of computer server

Fisher inquired as to why the quote was \$5,000 more than the budget of \$10,000. Van Lieshout reported the difference is the prepaid service block of \$5,250. Fisher moved to approve the Heartland Business Systems proposal for a new server in the amount of \$14,789.50; seconded by Hill. Motion carried.

i. Fitzgerald lot lease for Egan parking

Van Lieshout reported that Fitzgerald agreed to lease the lot as in the past and a check has been sent for payment.

c) Administration Committee

a. Comments and Remarks from Committee Chair

Fisher reported on the Administration meeting held on January 20th.

d) Plan Commission

a. Comments and Remarks from Committee Chair

Fisher reported on the Plan Commission meeting held on January 24th.

b. Consulting agreement with JJR, LLC mixed use area development study

Fisher reported on the 'Idea Slam' concept she had found on the web. Fisher stated the agreement with JJR will help with developing the M-U district in the Village. Fisher moved to approve the contract with JJR dated February 8, 2012 to develop a Redevelopment Concept Plan for the Downtown Mixed-Use District, seconded by Hill. Motion carried.

c. Zoning ordinance 152.070

Fisher recommends the Ordinance be changed to state that there will be at least two meetings for an application of a Conditional Use Permit (CUP) before a decision will be made. Fisher stated there needs to be more time to evaluate the request as once the decision is made; it is final. Fisher asked Van Lieshout to amend the verbiage to reflect that at least two meetings are required prior to a decision on a CUP request. Hill suggested three: the original application, a public hearing and then approval.

d. Multiple Use (MU) district minimum lot size discussion

Fisher reported the Plan Commission will be talking about this topic on the next Plan Commission meeting.

e. Nuisance Ordinance amendment regulating dilapidated buildings and structures

Fisher moved to approve the amendment of Chapter 92 as presented, seconded by Hill. Motion carried.

e) Joint Fire Commission Report

a. Comments and Remarks from Board Representative

Dickson reported on the discussion of the Fire District from the last meeting.

b. Select Trustee for attendance at the next meeting February 16, 2012

Fisher volunteered to attend the February 16th meeting.

f) Harbor Committee

a. Comments and Remarks from Committee Chair

Dickson reported the improvements at the Marina building are spectacular. Fisher asked about the May 1st start date for reservations remaining for 2012 season. Dickson reported this will be changed for 2013.

b. Recommendation concerning accessible sailing program

Dickson reported Stapleton requested permission from the Harbor Committee to mount a hoist on the dock to aid in his 'Sail Any Way' program.

c. Recommendation concerning Doug Laes' un-cashed check

Dickson reported what was discussed at the Harbor Committee meeting. Dickson moved to honor the refund to Laes in the amount of \$550, seconded by Cammack. Motion carried. Hill asked a letter to be included with the check stating this is a final resolution.

g) Public Art Committee

a. Comments and Remarks from Committee Chair

Cammack reported on the January meeting. Fisher stated that Boettcher Communications is the press release agency for the Village and the committee will need to utilize them. A representative from Boettcher would be more than happy to attend a meeting.

h) Parks and Public Works Committee

a. Comments and Remarks from Committee Chair

b. Beach Restrooms

Hill gave an update on the Beach Restrooms.

c. Marina Management building improvements

Hill gave an update on the Marina building.

d. STH 42 beautification improvements

Hill reported that plans for the pocket parks will be available next week

i) Utility Committee

a. Comments and Remarks from Committee Chair

Cashin reported there was a sample in a jar from the Beach Lift Station that contained grease. Van Lieshout reported that staff members will be trained to do grease trap inspections in the Village. Dickson asked about the review of industrial discharges for breweries. Cashin reported this is being looked at by Kispert. Cashin stated the last REU Audit was completed 5 years ago and needs to be done again.

b. Sanitary connection fees

Cashin reported this topic is still being researched by Van Lieshout. Van Lieshout reported the handout in the packet is to give the Board the background as to when the fee was first implemented. It was a consensus to have Cashin report back at the March meeting.

j) Clerk/Treasurer

a. January 2012 and other financial reports

All questions were answered.

b. 2011 Yearend financial reports

Van Lieshout reported the Audited financial reports will be completed in April or May.

c. Municipal Taxpayers Commission

Bongle reported on the information she received about the Municipal Taxpayers Commission.

d. Board of Review

It was a consensus to have the BOR on Monday, June 4, 2012 from 1-3pm.

There was a five minute break. Open session resumed at 9:24 pm.

- 5) Adjourn to Closed Session per WI Statutes 19.85(1)(e) deliberating or negotiating the purchase of public properties for library/community building purposes
Fisher moved to go into closed session as noted above at 9:24 pm, seconded by Cashin. Motion passed carried.
- 6) Compliments and Complaints
None.
- 7) Open Session
Nothing further to report at this time.
- 8) Adjournment
Fisher moved to adjourn at 9:35 pm, seconded by Cammack. Motion carried.

Recorded by:
Jessica Bongle
Clerk-Treasurer