

Village of Egg Harbor
Village Board Meeting Minutes
Monday, March 12th, 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, Joe Smith, Clarence Scherer, Mary Ann Scherer and Tom Kispert.

Fisher called the meeting to order at 5:57pm.

- 1) Approval of the Agenda
Fisher moved to approve the agenda with deleting item 5 - Closed Session and moving item 6 - Purchase of Public Property to immediately after item 3 - Open Session, seconded by Hill. Motion carried.
- 2) Approval of Minutes: February 13, 2012 Village Board Meeting
Fisher moved to approve the minutes of the February 13, 2012 Village Board meeting as amended, seconded by Cammack. Motion carried.
- 3) Open Session
Mary Ann Scherer relayed her frustration with the Boards decision to not purchase their property. Fisher summarized the reasoning for the Boards decision.

Van Lieshout presented the “Gold Award in Commercial Design Concrete Paver Projects Over 2,500 Sq. Ft.” to the Village Board. The Village received this award for the hardscaping located at the Marina.

Cammack asked about the two different speed limits on Harbor School Road. Hill stated this is due to the road being shared by the Town and the Village. Cammack also inquired about the speed limit on South Trail Rd.

Fisher presented an email she received on the “Art in Egg Harbor” Art Fair taking place June 16-17 at Harbor View Park.

Fisher reported on the monthly meeting she attended for the “Buy Local” group.

Fisher reported about the article in the Press Gazette about Sunshine Week in regards to open records request and the open meetings law.
- 6) Purchase of public property
Fisher reported that after a year of talking about a property that would allow for a new library, visitor center and much more; a location has been found. Fisher moved to purchase the property located at 7740 State Hwy 42, parcel #118-01-25302612H for a purchase price of \$350,000 from the Cowles Limited Partnership in Green Bay, seconded by Hill. Motion carried. Fisher reported a press release went out this afternoon.

Hill presented the sell sheet he worked on with McMahon. This sheet could be utilized as a reference sheet to talk with residents and others about the future of the purchase. The goal is to get the community thinking about ideas. Hill stated that people will then start to come to the board members with ideas and to please write them down.

Fisher reported the building will be known as the Robert L. Cowles, Jr. & Margaret A. Cowles Center.

4) Village Officers and Committees

a) Village President

a. TZC appointment of 2nd Commissioner to represent Village

Fisher reported the Village has been offered a second position on the Tourism Zone Commission. Dickson suggested Fred Anderson from Ashbrooke Suites. Fisher will contact Mr. Anderson and report back at the April Board Meeting.

b. Room Tax legislation update

Fisher talked about the room tax proposed changes. Fisher reported she spoke to Assemblyman Bies this afternoon. He reported that AB-563 is basically dead on the floor for this session. Dickson stated since Door County is currently at a 30/70 share, the decrease to 25 would not be that hard of a hit.

c. Tree Trimming / Brushing in Village by County crews

Van Lieshout reported that the County trimmed South Trail and a few streets at Point Beach. Fisher inquired as to why some of the work was done by the County and some by the Public Works department. Fisher was not pleased with the work completed on Bluff Pass and South Trail done by the County. It was a consensus to not utilize the County for brushing in the future; to have the Public Works department complete it.

d. Electronics trade-in day for Village

Fisher inquired if there would be an interest in having an electronics trade in day to be held in the Village. Devlin reported that the Town of Gardner just completed an electronics trade-in day and they contracted with a company in Green Bay.

e. Northern Door Fire District

Fisher reported on the meeting she attended in February. There will be another meeting held this Thursday, March 15, 7PM at Gibraltar School.

f. EHBA Meeting Follow-up

i. \$10K request for Hops on the Harbor

Hill reported on the "Hops on the Harbor" festival that will be in September. Hill reported the committee has met with BrewFest Partners; Curt Foreman. Hill reported there is about \$20,000 in upfront cost to. Fisher asked if there was potential for the festival to be self-sustaining after the first year. Hill replied that festivals of this type have a good record of being self-sustaining and even profitable once established. Fisher moved to fund one-half of the "Hops on the Harbor" event at the level of \$10,000 for the year 2012, seconded by Dickson. Motion carried. Hill abstained.

ii. Closure of Highway 42 for Pumpkin Patch

Van Lieshout reported on the process for obtaining permission from the WI Department of Transportation in order to close Highway 42 and implement a detour. Fisher would like Van Lieshout to talk to EHBA at the meeting

scheduled for March 13th. Fisher would like to see the road opened up to traffic sooner than 4pm on Sunday. It was a consensus to not close the road on the Sunday of the festival; only for the Saturday.

g. Phone system upgrade

Fisher wanted to mention to the Board that there are not a sufficient number of lines in the office. Fisher asked Van Lieshout to look into a phone upgrade for budget year 2013.

h. Well testing in 2013

Fisher reported on the well testing offered by the Door County Environmental Council through UW Stevens Point. Fisher reported currently water testing is offered through the Ephraim Water Treatment Plant. Fisher reported this program encompasses more testing levels. Fisher stated the Door County Environmental Council offers this program to one municipality each year. This year they are working with Gibraltar. Fisher asked if the Board would be interested in pursuing the program for offering to the Village property owners. Fisher will do additional research and report back.

b) Administrator

a. Report of code enforcement activities

Van Lieshout reported on the Mariner signage request. Van Lieshout reported action was taken about two weeks ago and were immediately given notice of a cease and desist request from the Mariner's Attorney as well as a trespassing violation. Van Lieshout reported he then took action as instructed by Attorney Vande Castle. Fisher expressed her concern with the sign remaining up is misleading to visitors that come to the Village. Hill asked if Van Lieshout could call the owner and work on a solution.

b. Peg Egan rental contract revisions / fee rollbacks

Van Lieshout reported on the changes proposed by Lundahl; a decrease in the rental deposits and revisions in the guidelines for use. Fisher moved to approve the deposit rollbacks from \$300/\$500 to \$100/\$250 respectively, addition to item 3- "and naming the Village as additional insured" and the addition of item 8- sound equipment changes to the Peg Egan Performing Arts Center Usage Agreement effective immediately, seconded by Cammack. Motion carried.

c. Parking survey

Van Lieshout reported he will be working with Brian Frisque to complete the parking lot survey.

d. Kiosk status update

Van Lieshout reported that the Door County Costal By-ways Commission met last week and approved a contract for Kiosks. He further reported the Village will be receiving two of them.

e. Liability and Workman's Compensation Insurance renewal

Van Lieshout reported the Liability Insurance and Workers Compensation policy is up for renewal. The premium has increased by \$2300. Fisher moved to approve the renewal of the Workers Comp and Liability Insurance policies with the League of Wisconsin Municipalities in the annual amount of \$24,228, seconded by Cammack. Motion carried.

c) Administration Committee

a. Comments and Remarks from Committee Chair

Fisher reported on the Administration Committee meeting held in February. The next meeting will be in early May

d) Plan Commission

a. Comments and Remarks from Committee Chair

Fisher reported that JRR gave the Plan Commissioners some homework for the planning of a revised M-U District.

b. Ordinance 2012-01 Amending Section 152.046 of the Municipal Code of Ordinances Regarding Area, Width, Height and Yard Setback Restrictions

Fisher moved to approve Ordinance 2012-01 Amending Section 152.046 of the Municipal Code of Ordinances Regarding Area, Width, Height and Yard Setback Restrictions, seconded by Cammack. Cashin felt that decreasing the lot size would increase the issues with parking. Van Lieshout stated the purchaser of a property would need to be aware of the Villages Ordinances. Cashin would like to see the lot size at ¼ Acre. Motion passed, Cashin opposed.

c. Ordinance 2012-02 Amending Section 152.071 of the Municipal Code of Ordinances Regarding Conditional Use Permit Application

Fisher recommends there be a minimum of three meetings for any CUP Application request. Fisher moved to approve Ordinance 2012-12_Amending Section 152.071 of the Municipal Code of Ordinances Regarding Conditional Use Permit Application, seconded by Hill. Motion carried.

d. Ordinance 2012-03 Amending Section 10.05 and 92.02 of the Municipal Code of Ordinances Regarding Definitions and Dilapidated Building Structures

Fisher reported the Village Code was void of Dilapidated Buildings and Structures verbiage. Fisher moved to approve Ordinance 2012-03 Amending Section 10.05 and 92.02 of the Municipal Code of Ordinances Regarding Definitions and Dilapidated Building Structures, seconded by Cammack. Motion carried.

e) Joint Fire Commission Report

a. Comments and Remarks from Board Representative

Fisher reported the Northern Door Fire District was discussed at the February meeting. Hill asked to have the Fire Department members to introduce themselves at the meetings.

b. Select Trustee for attendance at the next meeting March 15, 2012

Cashin volunteered to attend the March 15th meeting.

f) Harbor Committee

a. Comments and Remarks from Committee Chair

Dickson reported there are still four slips to be rented. Dickson reported the wait list process will be reevaluated. Van Lieshout reported there will be an ad in this Saturday's Press Gazette for the available slips. Dickson reported the Marina building footings have been shored up to make the building more solid.

g) Public Art Committee

a. Comments and Remarks from Committee Chair

Cammack reported on the Ekholm piece, it is complete. Cammack reported she spoke with Jeff Olson today and he is concerned with the location chosen for the Mariner piece. Cammack reported she was asked to join the EHBA Art Committee.

h) Parks and Public Works Committee

a. Comments and Remarks from Committee Chair

Hill reported the storage building is in process.

b. Award contract for the Beach Restroom Project

Hill reported there are three bids and the committee recommends approving the base bid and alternate bid from Carlson Erickson in the amount of \$132,774. Hill moved to approve the base in the amount of \$129,799 and alternate bid #2 in the amount of \$2,975 from Carlson Erickson for a total cost of \$132,774; seconded by Cashin. Motion carried.

c. STH 42 beautification improvements

Hill reported on the pocket parks, the bid ad will be placed in this week's paper.

i) Utility Committee

a. Comments and Remarks from Committee Chair

Cashin reported on this week's meeting.

b. Ordinance 2012-04 Amending Section 50.02, 51.033 and 51.060 of the Municipal Code of Ordinances Regarding Sanitary Connection Fees

Cashin talked about the report completed by McMahon. Cashin reported the plant is only operating at 50% capacity. Van Lieshout reported on the proposed changes to the code sections 50.02, 51.033 and 51.060. Dickson suggesting having Table 1 reference and explain how the Net Depreciation Value number is calculated and derived from. Fisher thanked the Utility Committee for being very cautious. Fisher further stated the objective of the Utility is to increase users, and the proposed Ordinance would aid in that objective. Hill inquired about the metered single point connection. It was a consensus to ponder the information and discuss the changes to the Sanitary Connection Fees at next month's meeting.

c. Approval of service agreement for replacement of Mariner Road Lift Station

Cashin reported the agreement for the replacement of Mariner Road Lift Station is \$5,000 less than the original quote. Cashin moved to approve the agreement for professional services from McMahon for the replacement of the Mariner Lift Station at a total cost of \$31,400 with the design phase services to be effective July 30, 2012; seconded by Dickson. Motion carried.

d. Microbrewer discharge into sewer – report from McMahon

Kispert reported on the discharge from the local brewery and restaurants. Kispert reported the first step is to talk with the local business and complete some sequential samples. Fisher would like letter to be sent to the business owner referencing that it is within the Village Ordinance to monitor this type of effluent. Cashin proposed the sampling to be completed in month of July.

e. Audit of WWTP usage

Cashin reported this was not discussed at the last Utility Committee meeting. Dickson stated that once a new Audit is completed, there needs to be a process in place to keep the Audit current.

Fisher reported on an article she received from the Fitzgerald's on Utility fees in Arizona.

j) Clerk/Treasurer

a. February 2012 and other financial reports

All questions were answered.

b. April Election

Bongle presented a brief report on the upcoming April 3, 2012 Election.

c. Accounting and Point of Sale system software project

Bongle reported the staff have met with Civic Systems and Work Horse; two Governmental Accounting companies. She reported that Popp also spoke to JayHawk Utility in regards to a Point of Sale module they offer. The Board advised Bongle to obtain cost information and report back at the April meeting.

7) Compliments and Complaints

No further business at this time.

8) Open Session

Smith stated his disappointment in the last minute change of the Utility Committee meeting. Van Lieshout reported why the meeting was moved up.

9) Adjournment

Fisher moved to adjourn at 8:33 pm, seconded by Hill. Motion carried.

Recorded by:
Jessica Bongle
Clerk-Treasurer