

Village of Egg Harbor
Village Board Meeting Minutes
Monday, July 9th, 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, Tom Kispert, Clarence Scherer and John Hurckman.

Fisher called the meeting to order at 6:00pm.

1) Approval of the Agenda

Hill moved to approve the agenda as presented, seconded by Cashin. Motion carried.

2) Approval of Minutes: June 11, 2012 Village Board Meeting and July 2, 2012 Special Village Board Meeting Minutes

Fisher moved to approve the minutes of the June 11, 2012 Village Board meeting as amended, seconded by Cammack. Motion carried.

Fisher moved to approve the minutes of the July 2, 2012 Special Village Board meeting as presented, seconded by Dickson. Motion carried. Hill abstained as he was absent.

3) Open Session

Fisher addressed Hurckman as he signed in for open session. Hurckman reported he was in attendance to talk about Shorewood Rd.

Fisher thanked Van Lieshout and the Public Works staff for the terrific July 3rd and 4th celebration.

Fisher talked about the nice article in the Pulse about the "SailAnyway" program.

Fisher talked about a news article about American flags in the Green Bay Press Gazette July 1st edition; stating the US Flag codes are strictly guidelines. There is no enforcement of the guidelines.

Fisher presented the new release about the water testing to be done in the Town of Gibraltar this year.

Fisher asked the Board for an informal consensus to move agenda item 5(d)(viii) Shorewood/Mariner Road to the top of the agenda. It was a consensus to do so to.

5) d-viii: Shorewood/Mariner Road.

Hurckman stated Van Lieshout and he have had conversations about Shorewood Road. Van Lieshout stated Hurckman drafted a letter addressed to the Balasan Beach Community property owners about the ownership share in the road. Hurckman stated he did send the letter and he did receive some feedback. He feels the best way to handle this is to get a document to the property owners to sign over their rights to the Village. The property owners are concerned about the liability side of it and would be glad to sign it over to the Village. Hill asked why the Village would want it. Fisher reported the road has been maintained as a Village Road for many years. Fisher asked Hurckman what he would suggest the Village to do. Hill asked if the Village sends a letter out; would every property owner need to agree? Hurckman stated a legal document needs to be included with the letter from the Village. Van Lieshout stated the best would be to have Attorney Vande Castle prepare a Quit Claim Deed to conveying the property to the Village for each property owner and send it out with a letter. Hill stated he would like to have the road clearly defined prior to sending the letter; to ensure the landscaping and such are not in the right-a-way; for future road re-construction purposes. Van Lieshout will talk with Attorney Vande Castle and report back.

4) Clerk/Treasurer

a) June 2012 and other Financial Reports

Clerk Bongle reported she has revenues entered through April. Questions were answered.

b) Civic Systems implementation update

Van Lieshout gave an update on the Civic Systems software implementation. A new chart of accounts will be implemented. There is a “kick-off” meeting on next Monday at 9AM. The training dates will be set up as well. Fisher asked if Civic Systems will be installed at the Marina. Van Lieshout stated the best is to look for a point of sale system at the Marina so the data can be entered at the Marina and exported/imported into the Civic systems. Fisher asked if Krauel should be included in the training. Dickson stated not at this point in time.

c) Alcohol License report

Clerk Bongle stated Van Lieshout and she reviewed all the license requests and there was not a change in premise.

d) Election Schedule, primary August 14, 2012

Fisher reported the August Village Board meeting will be held at Fire Station #1 so the Clerks can set the room up for the August 14th Election.

5) Village Officers and Committees

a) Village President

i. Committee and Commission Citizen appointments

1. Bev Prohl, Public Art Committee

Cammack moved to nominate and appointment Bev Prohl to the Public Art Committee, seconded by Cashin. Motion carried.

2. Northern Door Fire District Exploratory Committee, Fisher, Edwards & Staats

Fisher moved to nominate and appoint herself and Staats to the Northern Door Fire District Exploratory Committee, seconded by Cammack. Motion carried.

3. Tourism zone Commission Report

Fisher congratulated Van Lieshout on his election as Chairman for the DCTZC. Van Lieshout gave a report on the current standings of the DCTZC, everything is going well. Van Lieshout talked about the current legislation.

ii. Northern Door Fire District Report

Fisher reported the first meeting took place on June 26th, Merkle was elected Chair and Schopf was elected as Vice Chair. Fisher reported the committee is up and running. She reported on the municipalities who have agreed to participate and the ones who have not at this time. Fisher stated the cost savings is not a top issue and it needs to be. Hill thanked Fisher for taking on this task.

iii. Fire Station Open House on July 21, 2012 9:00am-12:00pm

Fisher reported on the upcoming Open House.

iv. Village Center visioning discussion July 14, 2012

Fisher reported on the upcoming Visioning discussion.

b) Utility Committee

i. Comments and Remarks from Committee Chair

Cashin reported the on the last meeting. Cashin reported the committee talked about the 7% decrease in spending for Budget 2013. The flow rate is up and the hauler’s use is about even; however, Peterson anticipates an increase with the work being done on the bridge.

ii. RUE Audit review schedule and letter to affected property owners

Cashin reported the Audit is scheduled for the week of July 15th and letters went out today.

- iii. Approve a procurement contract for pumps, controls, and standby generator in the amount of \$128,628 for Mariner Road lift station improvements
Cashin moved to approve the contract with Energenecs in the amount of \$128,628, seconded by Hill. Motion carried. Kispert reported the construction will start this fall.

c) Harbor Committee

- i. Comments and Remarks from Committee Chair
Dickson commended Krauel and the crew on the success of the July 4th Celebration. Dickson stated all the slips are rented. Dickson talked about the transients arriving after the staff has left for the day. Fisher asked if there is a communication system between the different Marina's in the area; to advertise open slips and such. Fisher commended Krauel on the job well done during the storm of July 4th evening.
- ii. Marina Staffing and weekend business operational hours
Dickson asked Van Lieshout about being down a person in the Marina Staff. At this time Krauel is confident the combining concept of the Village staff has been working out well. Dickson stated staff was not budgeted to work these longer hours; will need to look at this for next year.
- iii. Technology Improvements
Dickson stated a system upgrade was not budgeted for this year. It will definitely need to be looked at for the 2013 budget.

d) Administrator

- i. Report of code enforcement activities
Van Lieshout stated there are copies of the two letters send out. Fisher stated the fine needs to start for Rosenberg on Monday, July 23rd if nothing is done or correspondence received. Fisher asked about the Browning Van. Van Lieshout reported that Browning is working to get the Van going. Cammack reported there is a car with the windows broken out of it parked there as well.
- ii. Code violations
No code violations to be reported at this time.
- iii. Street Improvement for 2012
Van Lieshout reported the work is currently being completed on White Cliff and Harbor School Road. Fisher thanked the Village Staff for having the information posted on face book.
- iv. Parking Survey status
Survey work is done and the calculations are being completed along with the REU Audit.
- v. Information kiosk, Door County Costal Byways
Dickson reported on the comments he submitted.
- vi. EHBA meeting and other committee reports
Van Lieshout reported the next event will be the Community Car Show on August 18th. The Cars will be parked in various spots, with the hope of getting people to walk throughout the Village. Van Lieshout talked about the Egg Harbor Ale Fest. The location is still being talked about.
- vii. Tourism Zone Commission
Covered previously.
- viii. Shorewood /Mariner Road
Covered previously.
- ix. Office organization, temporary employee and office hours
Van Lieshout stated good progress is being made.
- x. Village Snow Removal
Van Lieshout reported on the email from Scherer. Van Lieshout stated it should be contracted out if the Village is serious in looking at it. Cashin voiced her opinion on keeping the Village out of the business of snow removal. The Board agreed.
- xi. Independence Day celebration review

Van Lieshout reported on the food and drink offered at Harbor View Park on the July 3rd and 4th Celebrations. Van Lieshout reported there was one float dispensing beer; the Door County Sherriff's Department and District Attorney are handling that violation.

e) Joint Fire Commission Report

- i. Comments and Remarks from Board Representative from the June meeting
Cammack gave a report on the June meeting. Cammack reported the Joint Village and Board budget planning meeting will be on October 10th. Fisher reported on the exploratory meeting; the intergovernmental agreements, constitution and by-laws have been sent out to the different municipalities.
- ii. Select Trustee for attendance at the next meeting July 18, 2012
Cammack volunteered to attend this meeting.

f) Public Art Committee

- i. Comments and Remarks from Committee Chair
Cammack commented on the revealing of "Sunset Melody". Cammack reported the committee is working on a condensed portfolio of all the art work in the community.

g) Plan Commission

- i. Comments and Remarks from Committee Chair
Fisher reported on the excitement for the July 24th meeting.
Fisher talked about the Bridge. Van Lieshout stated the owner stopped by in the office and asked for a Business license. Reported this will be the last year for business.
Fisher talked about conditional use permits; she referred to the State Statues.
- ii. MU-Downtown Planning Project- Plan Presentation on July 24, 2012
The plan will be revealed at the July 24th meeting. An invitation will go out the same stakeholders as the last meeting.
- iii. Standards for multi occupant facilities
Fisher stated this discussion will be expanded.
- iv. Hotel/Motel density and manager occupancy requirements
Fisher reported this will be discussed and brought back to the board later this fall.

h) Parks and Public Works Committee

- i. Comments and Remarks from Committee Chair
Hill reported the committee will meet this Wednesday.
- ii. Capital Project Updates
Hill reported there's about 20,000 left for the STH 42 beautification project. There is a concern about the maintenance and upkeep of the plantings. Van Lieshout reported the property owners have adopted the care of the pocket park plants with the exception of one.
Cammack stated she has received good comments about the Memorial Blocks placed in the brow.

i) Administration Committee

- i. Comments and Remarks from Committee Chair
Fisher reported on the June Committee meeting.
- ii. Recommendation regarding Class B alcohol license fee of \$10,000
The administration committee recommends leaving the fee at a \$10,000 minimum.

- 6) Recommend motion to MOVE INTO CLOSED SESSION per State Statute 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation, and 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, then to RETURN TO OPEN SESSION to take further action or to adjourn the meeting.

Fisher moved to go into closed session at 8:06 PM.

A five minute took place.

Open session resumed at 9:29 pm.

- 7) Compliments and Complaints
Nothing at this time.

- 8) Open Session (10 minutes)
Cammack asked Van Lieshout to clean some more of the brush out by Beach Park.

- 9) Adjournment
Cammack moved to adjourn at 9:12 pm, seconded by Cashin. Motion carried.

Recorded by:
Jessica Bongle
Clerk-Treasurer