

**VILLAGE OF EPHRAIM  
CAPITAL PROJECTS AD-HOC COMMITTEE MEETING MINUTES  
WEDNESDAY, APRIL 20, 2022 – 8:00 AM  
9996 WATER STREET**



**ACTION ITEMS:**

**Meacham moved, Bridenhagen seconded to approve the minutes of April 6, 2022, all ayes.** Motion carried.

**Peterman moved, Pearson seconded to contact Laib and ask them to go ahead with their proposal for a written analysis of the building with cost estimates and order of repairs if that would be the case, all ayes.** Motion carried.

**Bridenhagen moved to adjourn, Meacham seconded, all ayes.** Motion carried.

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**Present:** Ken Nelson-Chair, Maggie Peterman, Fred Bridenhagen, Chuck Pearson, and Matt Meacham.

**Absent:** Dick Christensen (non-voting member).

**Staff:** Brent Bristol- Village Administrator and Kim Roberts- Deputy Clerk.

**Guests:** Bill Schult, Dr. Michael McCutcheon, Steve Sauter (Hardy Gallery), Kelly Klobucher (Ephraim Historical Foundation), Carol Schalla, Sarah Zamecnik (Hardy Gallery), and Kelsey Stone (Ephraim Business Council).

1. **Call to Order:** The meeting was called to order by K. Nelson at 8:00 AM.
2. **Quorum:** A quorum of the Capital Projects Ad-Hoc Committee was present.
3. **Approval of previous minutes:**  
**Meacham moved, Bridenhagen seconded to approve the minutes of April 6, 2022, all ayes.**  
Motion carried.

4. **Changes to the agenda:** There were no changes to the agenda.

5. **Visitors' Comments:**

Bridenhagen discussed the recent Village Board meeting and how new information about the warehouse building being on the historic registry was shared at the meeting. He felt that M. Peterman had a responsibility to get them that information before the meeting.

M. Peterman stated that her research led to more questions. She contacted the Wisconsin Historical Society and didn't receive information until 4:30 PM Tuesday. She added that she did not set out to make anyone look bad; she just had more information than had previously been discussed.

Kelly Klobucher and Steve Sauter also made comments.

6. **Discussion regarding North End Lighting:**

K. Nelson stated that the Village Board approved contracts with AECOM to look at alternative paths to go from Anderson Lane to Town Line Drive. It will be looked at in two (2) sections: Anderson Lane to Orchard Road and Orchard Road to Town Line Drive. They will have the work to us in May, he said.

The second contract, K. Nelson said, that the Board approved even though the Committee recommended Wisconsin Public Service "WPS" lighting, is the contract with AECOM to look at the Northern Business District from Orchard Road to Town Line Drive. They will look at three (3) lighting scenarios. He went on to say that the Board also passed a motion directing the committee to proceed with intersection lighting via WPS for the section of road from Anderson Lane to Orchard Road.

K. Nelson added that before moving forward with WPS, a decision should be made on what is going to be done in the Northern area. He explained that if they end up with intersection lighting in that area, he did not want to give WPS two (2) separate projects.

7. **Discussion regarding Anderson Dock:**

K. Nelson noted that from the information in hand, it is clear that the Anderson Warehouse is on the Historic Register along with the other buildings that go up to the barn on Ephraim Historical Foundation's property. He explained that he made contact with Chris Meyer and Tyler Howe at the Wisconsin Historical Society "WHS". Howe had sent guidelines, criteria, and processes for review of plans once it is determined what is being done with the building. WHS desires to keep the integrity of the building but they are reasonable in that things have to be replaced to be maintained.

Further discussion was held about obtaining a contractor to review the condition of the Anderson Warehouse building. McCutcheon advised the committee that the request to approve the Laib proposal, which is on an approved list of restoration and preservation people, would require a special Village Board meeting. McCutcheon also reviewed with the Committee the task that the Village Board had given them; look at the top five (5) projects and provide a projected cost estimate for each project as best as they could with as minimal expense as possible. K. Nelson explained that he would only return to the Village Board with a request to spend money to move from a wild guess estimate to something that the Village could make an informed decision with.

The condition of the dock and warehouse was discussed along with possible solutions. It was discussed that they had a good idea of the cost and what needed to be done with the dock, but the historic warehouse building would be a worthwhile expenditure to find out what work needs to be done. K. Nelson stated that he would like to decide if the committee wants to recommend to the Board that they move forward with obtaining an analysis of the warehouse building. He felt that they should spend the money, get someone that knows what they are doing out there and tell us what needs to be done on the building. The advantage, he said, with Laib is that they'll go through the building thoroughly.

McCutcheon suggested a short, special Board meeting to get an answer on the proposal.

**Peterman moved, Pearson seconded to contact Laib and ask them to go ahead with their proposal for a written analysis of the building with cost estimates and order of repairs if that would be the case, all ayes.** Motion carried.

8. **Onsite walk-thru of Administration Building and Fire Department. Group will adjourn, leave the Village Hall and meet at 10005 Norway Street at approximately 9 AM:**

The meeting was adjourned to conduct a walking session. The purpose of the onsite portion of this meeting is to see the buildings mentioned firsthand as it relates to the facility problems/issues established by department heads. It is a discussion-only topic that will facilitate conversation of future capital improvements at subsequent meetings of the Capital Projects Committee.

K. Nelson confirmed the next meeting of the Capital Projects Ad Hoc Committee: May 4, 2022, at 9:30 AM.

Bristol provided an update on contact made with Ike Helgeson regarding the Helgeson Memorial.

Bill Schult noted that he had someone that is going to look at the memorial. He would get the information to Bristol upon completion.

9. **Adjournment:**

**Bridenhagen moved to adjourn, Meacham seconded, all ayes.** Motion carried.

*Recorded by,  
Kim Roberts – Deputy Clerk*