

**VILLAGE OF EPHRAIM
CAPITAL PROJECTS AD-HOC COMMITTEE MEETING MINUTES
WEDNESDAY, JUNE 15TH, 2022 – 8:30 AM
9996 WATER STREET**



ACTION ITEMS:

Bridenhagen moved, C. Pearson seconded to approve the minutes of May 4th, 2022, all ayes.
Motion carried.

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

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

Absent: Dick Christensen (non-voting member).

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

Guests: Caroll Schalla.

1. **Call to Order:** The meeting was called to order by K. Nelson at 8:30 AM.
2. **Quorum:** A quorum of the Capital Projects Ad-Hoc Committee was present.
3. **Approval of previous minutes:**
Bridenhagen moved, C. Pearson seconded to approve the minutes of May 4th, 2022, all ayes.
Motion carried.
4. **Changes to the agenda:** There were no changes to the agenda.
5. **Visitors' Comments:** There were none.
6. **Discussion regarding the Anderson Dock project:**
K. Nelson noted that there was no additional information available yet from consultants. He asked that committee members be flexible to meet as the information that they have been waiting for becomes available. He added that the goal was to get reports to the Village Board in two (2) months for the August Village Board meeting.
7. **Discussion regarding Administration Building and the Fire Station :**
K. Nelson noted that they were still waiting on reports from Keller.
All agreed Bristol should reach out to consultants, aside from Laib, to set June 30th as a hard deadline. Laib would fit in the assessment as available.
8. **Discussion regarding on-site discussion from the last meeting of Physical Facilities:**
K. Nelson asked the Committee for their thoughts after the field visit to Physical Facilities.
A discussion was held about space and organizational needs, the use of the pole building as it was designed, and functional layout requirements for current equipment.
The consensus of the Committee was to determine if Keller had adequate square footage for operations with the current fleet for light maintenance and different activities. If Keller built in the criteria for operations, Keller could proceed to the next step with a cost estimate. It was agreed that the pole building should be left as cold storage, but look at alternate solutions for storage and address if concrete or asphalt needs to be laid to store salt and sand. Bridenhagen felt it was one of the most important projects that the committee was working on.
9. **Discussion of future meeting dates:**
A future meeting date is pending the delivery of reports from consultants.

10. Onsite walk-thru of Anderson Dock Facility. Group will adjourn, leave the Village Hall and meet at Anderson Dock at approximately 9:30 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.

11. Adjournment:

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

*Recorded by,
Kim Roberts – Deputy Clerk*

DRAFT