

**VILLAGE OF EPHRAIM
COMMUNITY PROTECTION COMMITTEE MINUTES
THURSDAY, APRIL 6, 2023 - 3:30 PM
9996 WATER STREET**



ACTION ITEMS:

Krist moved, Dukehart seconded to approve the minutes of February 2, 2023, all ayes. Motion carried.

The consensus of the committee members present was to draft a friendly reminder letter to STR owners tied to the concerns brought forward by the Ephraim Fire Department to the Community Protection Committee to alleviate any issues with the passage of emergency vehicles within the Village and to reiterate the provisions of the STR ordinance. The committee agreed to hold a special meeting to approve the letter on April 20th, 2023 at 3:30 PM in order for the letter to go out to all STRs well in advance of the upcoming tourist season.

The consensus of the committee members present was to continue with the process of obtaining proposals to survey German Road from Norway to Water Street and Anderson Lane so that the widths of the roads can be obtained. To continue with the process, a more detailed quote is required from Brian Frisque Surveys Inc. so the two (2) quotes can be compared.

Krist moved, Shannon seconded to adjourn at 4:10 PM, all ayes. Motion carried.

Present: John Cox, Keith Krist, Dan Shannon, Tad Dukehart, and Cindy Nelson - Chair.

Absent: None.

Staff: Justin MacDonald – Village of Ephraim Fire Chief and Kim Roberts-Deputy Clerk.

Guests: Carly Mulliken.

1. **Call to Order:** The meeting was called to order by C. Nelson at 3:30 PM. A quorum was present for this meeting.
2. **Changes to the agenda:** There were no changes.
3. **Approval of the previous minutes:**
Krist moved, Dukehart seconded to approve the minutes of February 2, 2023, all ayes. Motion carried.
4. **Visitors' Comments:**
C. Nelson stated that Carly Mulliken had won the Village Board Trustee seat in the Spring Election and will be the new chair of the CPC committee.
5. **Discussion regarding parking on Brookside Lane:**
A discussion was held regarding parking on Brookside Lane. C. Nelson stressed that at the last meeting, it had been determined that the area around Good Eggs was not an area of concern. The two (2) Short-Term Rentals "STRs" have boat trailers that are parking on Brookside Lane. Krist agreed and said it gets to the point when trailers are parked on the road, you can't pass. He expressed concern about the ability for emergency vehicles to pass through the area. MacDonald agreed that it is difficult to get through with emergency vehicles. Dukehart added that we now have a Short-Term Rental "STR" ordinance and that perhaps owners should be alerted with a letter stating it has been a problem so that they can communicate to their tenants the ordinance requirements relating to parking. He added that it should be included in the letter that the issue was brought to the committee's attention by the Ephraim Fire Department. Cox said he didn't disagree but expressed concern about focusing just on STRs. Dukehart responded that this would just be a friendly informational letter asking for owners to notify their tenants to park in the driveway per the STR ordinance.

Roberts read from the STR ordinance, [§12.08 \(2\)\(e\)\(iii\) "Occupants and their guests may only park their vehicles and trailers on site."](#)

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6. Discussion and consideration of the proposal to survey of German Road from Norway Street to Water Street and Anderson Lane:

C. Nelson noted that the committee now has two (2) proposals, one (1) from Stantec and one (1) from Brian Frisque Surveys Inc, however, they are miles apart in cost. She added that she had sent the proposals to Matt Meacham but had not yet had a chance to follow up with him therefore it had not yet been on the Physical Facilities & Utilities “PFU” Agenda. The funding would come from PFU.

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7. Discussion on getting specifications for a new mini pumper:

MacDonald explained that he would like to start the process to replace the 1999 mini-pumper truck. Build dates for trucks are running from seventeen (17) to thirty-seven (37) months to get a vehicle. He went on to say that he would like to start working on obtaining specifications and costs; no money is being spent. We are just starting the process of gathering information, it is a long process that takes over a year. He further explained that with new motor and emissions standards, prices are set to increase considerably.

Further discussion was held about how much was in savings and how much was contributed annually to savings. All agreed it was a good plan to start the process.

8. Fire Chief Annual Report:

MacDonald reviewed the 2022 Annual Fire Department Report. He covered 2022 staffing, training, equipment, fire inspections, equipment maintenance, station maintenance, annual testing, and community engagement. He went on to review call data, trends, and Fire/EMS responses in 2022. MacDonald will give his Annual Report to the Village Board of Trustees on April 11th, 2023 during the regular Village Board meeting.

9. Discussion of general safety issues in the Village: There were none.

10. New business for the next meeting:

The next meeting of the Community Protection Committee will be held on April 20th, 2023, at 3:30 PM and Thursday, May 4, 2023, at 3:30 PM.

New business:

- a) Approval of STR letter regarding street parking.

11. Adjournment:

Krist moved, Shannon seconded to adjourn at 4:10 PM, all ayes. Motion carried.

Recorded by, Kim Roberts – Deputy Clerk