

# VILLAGE OF EPHRAIM

FOUNDED 1853



Community Protection Committee Agenda  
Thursday December 7, 2023, 3:30 PM  
Village Hall 9996 Water Street

**NOTE: This Meeting of the Village Community Protection Committee will also be held via teleconferencing. It will be available to the public to attend in person or by computer, phone, tablet, or dial in. Connection information is included below in this notice.**

1. Call to order
2. Changes in Agenda
3. Previous minutes – October 9, 2023
4. Visitors' comments
5. Discussion on Various Topics with Door County Highway Commissioner Thad Ash
6. Discussion on PFU Items that CPC Committee had questions on
7. Discussion on General Safety Issues in the Village
8. New business for next meeting
9. Adjournment

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/362623445>

**You can also dial in using your phone.**

Access Code: 362-623-445

United States: [+1 \(646\) 749-3122](tel:+16467493122)

*\*It is possible that a quorum of the Village Board or other Village Committees may be present at the meeting. However, no action will be taken by any other Board or Committee unless specifically noticed.*

<hr/>	Date <u>12/1/2023</u>
Andrea Collak, Clerk	<input checked="" type="checkbox"/> Village Administrative Office
	<input checked="" type="checkbox"/> Visitors' Center
	<input checked="" type="checkbox"/> Post Office
<hr/>	<input checked="" type="checkbox"/> Website: <a href="http://ephraim.wi.gov">ephraim.wi.gov</a>
Kim Roberts, Deputy Clerk	<input checked="" type="checkbox"/> Emailed to WDOR/ Peninsula Pulse

**VILLAGE OF EPHRAIM  
COMMUNITY PROTECTION COMMITTEE MINUTES  
MONDAY, OCTOBER 9, 2023 – 2:00 PM  
9996 WATER STREET**



**ACTION ITEMS:**

**Dukehart moved, Cox seconded to approve the minutes of September 7, 2023, as corrected, all ayes.**  
Motion carried.

**Dukehart moved, Cox seconded to approve and recommend the proposed 2024 Community Protection Committee budget to the Village of Ephraim Board of Trustees, all ayes.** Motion carried.

**Krist moved, Cox seconded to adjourn at 2:59 PM, all ayes. Motion carried.**

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**Present:** John Cox, Tad Dukehart, Keith Krist, and Carly Mulliken - Chair.

**Absent:** None.

**Staff:** Justin MacDonald – Village of Ephraim Fire Chief, Brent Bristol – Administrator, and Kim Roberts - Deputy Clerk.

**Guests:** None.

1. **Call to Order:** The meeting was called to order by Mulliken at 2:00 PM. A quorum was present for this meeting.

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

3. **Approval of the previous minutes:**

**Dukehart moved, Cox seconded to approve the minutes of September 7, 2023, as corrected, all ayes.**  
Motion carried.

4. **Visitors' Comments:** There were no comments.

5. **Discussion and recommendation of 2024 Budget:**

MacDonald reviewed his methodology for completing the proposed 2024 CPC budget. He noted that some of the year-to-dates are not accurate because the bulk of facility and maintenance repair work occurs at the end of the year and has not been completed yet due to delivery delays. He proceeded to review budget line items with increases and decreases for 2024.

- 100-50-5220-100 – Salaries- Increased from \$17,500 to \$19,500. MacDonald explained that the Fire Chief's salary had a proposed increase from \$12,000 to \$14,000 to be more in alignment with the county wage survey.
- 100-50-52200-374 – Mutual Aid Fire Calls – Increased from \$5,000 to \$8,500. MacDonald reviewed the billing for Mutual Aid has ceased. The budget amount is increased to cover calls outside our general area.
- 100-50-5220-375 - Ephraim Fire Meetings – Increased from \$13,000 to \$23,000. MacDonald explained that this was based on the Mid-Door Agreement to hold a meeting quarterly going forward for Mid-Door departments therefore Ephraim added a second meeting every month except months that a Mid-Door meeting is held.
  - In turn, 100-50-52200-376 - Mid Door Fire Meetings – Decreased from \$8,000 to \$2,000 due to the reduction of meetings to a quarterly schedule.
- 100-50-52200-378 – Ephraim Event Calls - Increased from \$300 to \$475 due to the location of the Fyr Bal fire which is no longer on Village property and requires a crew and truck to protect property.
- 100-50-5200-371 – Equipment (AD) – the 2024 Equipment purchase budget decreased from \$40,200 to \$40,000, a decrease of \$200.

A discussion was held regarding the 2024 budget. Mulliken noted it was a conservative budget with an increase only of 2.33% in comparison to the cost of living index. Further discussion was held regarding 100-50-52100-301 - Law Enforcement and whether the line item should remain as budgeted, if the funds should

be decreased, or moved into another budget category. Cox requested that the Fire Department salary survey be forwarded to the Village for record-keeping purposes. MacDonald discussed survey averages for Chiefs, assistant chiefs, officers, and rank and file which will be reviewed annually going forward. All changes in compensation are as a result of evaluations and are contingent on Board approval.

**Dukehart moved, Cox seconded to approve and recommend the proposed 2024 Community Protection Committee budget to the Village of Ephraim Board of Trustees, all ayes. Motion carried.**

**6. Discussion on Chapter 10 Peace and Order 10.04 No Discharge of Weapons:**

A discussion was held regarding hunting within the Village as it relates to Chapter 10 of the Ephraim Code of Ordinances. Krist expressed concern regarding bow hunting because an arrow can travel just as far as a bullet. Bristol clarified no permit is required for bow hunting within the Village, but permission is required by a private property owner to allow bow hunting on their land. Krist felt the committee should look and listen for complaints during hunting season which runs through January. Cox expressed concern that there is a growing number of homes in Ephraim which lessens the open spaces. Mulliken suggested looking at other communities for guidance as well as listening for complaints to see if adjustments to the ordinance are required. Dukehart felt that bow hunters were an asset to Ephraim to maintain the size of the herds.

**7. Discussion on signage on Village Streets:**

Mulliken reviewed that there had been questions at the last meeting if the size of the parking signage met the standards for an enforceable sign. She confirmed that MacDonald had measured and they were the correct size to meet the standard for enforceability. Cox questioned if there were a sufficient number of signs in the appropriate locations to achieve the desired result.

Further discussion included signage and areas of concern on German Road, specifically German Road and Hoganson Lane. The committee discussed if there were enough signs on German Road to indicate speed and no parking. If there are no parking signs, it will give pedestrians somewhere to go if required depending on traffic. Discussion continued with reviewing parking on Church, Spruce, Cedar, Anderson, and Moravia Streets and which streets had parking on only one (1) side and if there were currently the correct number of signs to be visible and effective. Mulliken noted that Door County Highway Commissioner Thad Ash will be coming back next month to make recommendations regarding CTH Q. The committee could continue the conversation and ask questions at that time. In the meantime, MacDonald will review the frequency and placement of signage on Village streets.

**8. Discussion of general safety issues in the Village:**

Mulliken spoke to recent communication received that the flags on CTH Q were not working. Committee members disagreed noting that motorists are more aware. Dukehart felt the flags should be replaced once they fade.

A discussion was held regarding crosswalks. Cox asked what conclusion the Physical Facilities & Utilities “PFU” Committee reached to make the decision not to paint the crosswalks annually. He felt that signage and painting should be completed so that tourists are safe. The committee agreed that the discussion should be new business for the November meeting.

**9. New business for the next meeting:**

The next meeting of the Community Protection Committee will be held on November 2, 2023, at 3:30 PM.

New business:

- a. Annual striping of Village crosswalks.
- b. Door County Highway Commissioner Thad Ash.
- c. Committee Vacancy.

**10. Adjournment:**

**Krist moved, Cox seconded to adjourn at 2:59 PM, all ayes. Motion carried.**

Recorded by, Kim Roberts – Deputy Clerk



**Ephraim Fire Department**  
**P.O. Box 138, Ephraim, WI 54211**  
**Fire Chief Justin MacDonald**

**EPHRAIM RUNS: 2**

11-07-23 3043 Cedar St.	5 Firefighters	Burnt Food/Ventilate
11-11-23 9978 S. Dane St.	5 Firefighters	CO Issue/Investigate

**EPHRAIM EMR CALLS: 2**

**MID-DOOR RUNS: 1**

11-06-23 BHFD 3162 Kangaroo Beach Rd.	8 Firefighters	Building Fire/Assist on scene
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**MUTUAL AID (MA) AUTO AID (AA) or MABAS RUNS: 2**

11-24-23 EHFD 7794 Duchess Lane	4 Firefighters	Possible Fire/Cancelled at station
11-23-23 SBLG 2311 Meadow Wood Dr	4 Firefighters	Burning Smell/Cancelled at station

**YEAR TO DATE FIRE CALLS: 59 YEAR TO DATE EMS CALLS: 48**

**TRAINING COMPLETED:**

**Ephraim Home Meeting:**

Home training was conducted on November 2<sup>nd</sup> and consisted of Chimney Fire operations. Firefighters trained on ladder usage, SCBA, proper fire removal from Firebox, property conservation and extinguishment methods for Chimney Fires. Firefighters also reviewed several recent calls during the business meeting portion of the evening. 10 Firefighters present

**2<sup>nd</sup> Home Meeting:**

Our 2<sup>nd</sup> home meeting consisted of removing all items from the Rescue Boat and prepping it for storage. Firefighters also reviewed Ice Water Rescue equipment and reviewed some truck placement at a recent fire. 7 Firefighters present

**Other Training:**

- EMR's attended monthly training.
- Chief MacDonald attended a 4 hour course on Electric Vehicles held at Gibraltar Fire.

**Other:**

- Firefighters performed Weekly Truck Checks and performed minor repairs that were needed.
- Rescue Boat was removed from water and placed in storage for winter months.
- New Tires were installed on Squad 424 due to age and a cut was found in one of them.
- Chief MacDonald and Assistant Chief Rockwell attended a County Chief's meeting in Carlsville.

*Justin MacDonald*  
*Fire Chief/Emergency Manager*  
*Ephraim Fire Department*