

VILLAGE OF EPHRAIM

FOUNDED 1853



VILLAGE OF EPHRAIM BOARD MEETING AGENDA

TUESDAY, MAY 14, 2024, 7:00 PM

9996 Water Street- Village Hall

NOTE: THIS MEETING WILL BE SIMULTANEOUSLY HELD VIA TELECONFERENCING. STAFF, COMMITTEE MEMBERS, AND THE PUBLIC ARE WELCOME TO PARTICIPATE IN THIS MANNER. TELECONFERENCING WILL BE AVAILABLE BY COMPUTER, PHONE, TABLET, OR DIAL-IN. CONNECTION INFORMATION BELOW:

1. **Call to Order:**
2. **Quorum:**
3. **Changes in Agenda:**
4. **Visitors' Comments:**
5. **Approval of Previous Minutes:**
6. **President's Comments:**
7. **Consent Agenda Items:**
8. **Public Hearing:**
 1. Public Hearing on ordinance 02-2024 and 03-2024, amendments to 14.02 and 17.40 , An ordinance amending Chapter 17.40(1) and Chapter 14.02 (Building Code)
 2. Public Hearing on Hatch request to rezone parcels 121-01-12312744K1&K2 from Rural Residential to Commercial North
9. **Administration:**
 1. Discussion and consideration regarding YMCA yoga and pilates classes on Anderson Dock request
 2. Discussion and consideration regarding Anderson Dock Capital Project RFP
 3. Discussion and consideration regarding AECOM proposal for North Path engineering
 4. Discussion and consideration regarding CIF submittal
 5. Discussion and consideration regarding Maintenance Garage capital planning discussions
 6. Discussion and consideration regarding Hatch request to rezone parcels 121-01-12312744K1&K2 from Rural Residential to Commercial North
 7. Discussion and consideration regarding ordinances 02-2024 and 03-2024, amendments to 14.02 and 17.40
 8. Discussion and consideration regarding setting ordinance 04-2024, an ordinance providing emergency waiver of zoning ordinance powers to the Village Board, for public hearing.
 9. Discussion and consideration regarding setting public hearing for Barnes emergency waiver for temporary housing.
 10. Discussion and consideration regarding Green Tier/EBC request for community clean up day
 11. Discussion and consideration regarding Resolution 02-2024 – 2023 Budget Amendment
 12. Discussion and consideration regarding Intergovernmental Agreement with Door County (Tax Collection)
 13. Discussion and consideration regarding update to Fee Schedule (Electrical Service Fee Increase)
 12. Discussion and consideration committee appointments
 13. Discussion and consideration regarding renewal – Combination Class “B” and “Class C” Alcohol Beverage Retailers License
 1. Chef’s Hat Café LLC – dba Chef’s Hat – 3063 Church Street
 2. Larry George Krause – dba Old Post Office Restaurant – 10040 Water Street
 3. Summer Kitchen Inc. – dba Summer Kitchen Restaurant – 10425 Water Street
 5. Trixie’s LLC – dba The Fashionable – 9996 Pioneer Lane
 6. Burren Enterprises LLC – dba Pearl Wine Cottage – 3056 & 3058 Church Street
 7. Prince of Pierogi LLC – dba Prince of Pierogi Restaurant – 9922 Water Street #6
 8. Klaud’s Kitchen LLC – dba Klaud’s Kitchen – 10420 Water Street
 9. Sip JF LLC – dba Sip – 10326 Water Street
 14. Discussion and consideration regarding renewal – Class “B” Alcohol Beverage Retailers License
 1. A&M Enterprises of Door County Inc. – dba Somerset Inn & Suites – 10401 N. Water St.
 2. Eagle Harbor Inn Group LLC – dba Eagle Harbor Inn – 9914 Water Street
 3. Ephraim Motel Inc. – dba Ephraim Motel – 10407 Hwy 42
 4. Diane Taillon – dba Hillside Waterfront Hotel – 9980 Water Street
 15. Discussion and consideration regarding – Temporary Class “B” Alcohol Beverage Retailers License
 1. Ephraim Business Council (EBC) – Fyr Bal Festival – June 15, 2024
 2. Ephraim Fire & Rescue Association – Fyr Bal – June 15, 2024
 3. EBC – Evenings in Ephraim – Bondemarked (Farmers Market) – June 17-August 26, 2024
10. **Marinas and Moorings**
 - a. Discussion and consideration pressure washing marina building
 - b. Discussion regarding Anderson Dock breakwater
11. **Committee Minutes for review:**
12. **Visitors' Comments:**
13. **New Business for Next Meeting:**
14. **Adjournment:**

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

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You can also dial in using your phone.

Access Code: 622-822-109

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Andrea Collak – Clerk

Kim Roberts – Deputy Clerk

Date : 5/10/2024

Village Administrative Office

Visitors Center

Post Office

Website : Ephraim.wi.gov

Emailed: WDOR

Emailed: Peninsula Pulse

****Deviation from the listed order may occur*****

Please note, that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information please contact Andrea Collak, Clerk Village of Ephraim, PO Box 138, Ephraim, WI 54211

**VILLAGE OF EPHRAIM BOARD MEETING MINUTES
CLOSED SESSION
TUESDAY APRIL 9, 2024 –6:30 PM
9996 WATER STREET – VILLAGE HALL**



Present: Carly Mulliken, Ken Nelson, Tim Nelson, and Michael McCutcheon – Chair.

Absent: Matt Meacham.

Staff: Brent Bristol – Village Administrator.

1. **Call to Order:** The meeting was called to order by Chairman McCutcheon at 6:30 PM.
2. **Quorum:** A quorum was present for this meeting.
3. **T. Nelson moved, K. Nelson seconded to convene into closed session per §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *For the purpose of discussing legal opinions received.***

A roll call vote was taken: Mulliken aye, K. Nelson aye, T. Nelson aye, and McCutcheon aye. Motion carried.

4. **Please take notice pursuant to §19.85(2) Wis. Stats, the Village Board may entertain a motion and reconvene in open session and may address the matters considered in closed session and all other matters on the agenda.**

T. Nelson moved, K. Nelson seconded to reconvene into open session.

A roll call vote was taken: Mulliken aye, K. Nelson aye, T. Nelson aye, and McCutcheon aye. Motion carried.

T. Nelson moved, K. Nelson seconded to proceed as discussed in Closed Session, all ayes. Motion carried.

5. **Adjournment:**

T. Nelson moved, K. Nelson seconded to adjourn at 6:56 PM, all ayes. Motion carried.

*Recorded by,
Kim Roberts – Deputy Clerk*

**VILLAGE OF EPHRAIM
VILLAGE BOARD MEETING MINUTES
TUESDAY, APRIL 9, 2024 – 7:00 PM
9996 WATER STREET- EPHRAIM VILLAGE HALL**



Action Items:

Mulliken moved, T. Nelson seconded to approve the minutes of March 12, 2024, with K. Nelson abstaining, all ayes. Motion carried.

K. Nelson moved, Mulliken seconded to approve the consent agenda items as presented with T. Nelson abstaining, all ayes. Motion carried.

K. Nelson moved, T. Nelson seconded to approve ordinance 01-2024, an ordinance amending Chapter 17.29 (floodplain) as prescribed by WI DNR and FEMA, all ayes. Motion carried.

K. Nelson moved, T. Nelson seconded to accept the proposal dated January 9, 2024, from JF Construction to upgrade the German Road Property for boat trailer parking at a cost not to exceed fifteen thousand dollars (\$15,000), all ayes. Motion carried.

K. Nelson moved, T. Nelson seconded to approve the 2024 paving projects work estimate (time and materials) to pave Anderson Lane, Settlement Road, and Cherry Street from the Door County Highway Department for approximately one hundred ninety-six thousand dollars (\$196,000), all ayes. Motion carried.

K. Nelson moved, T. Nelson seconded to approve the Upper Cherry Street drainage work estimate (time and materials) from the Door County Highway Department for approximately six thousand five hundred dollars (\$6,500), all ayes. Motion carried.

The consensus was that the funding source for the Upper Cherry Street drainage work would be bond proceeds because the work was to be completed within the road right of way.

K. Nelson moved, T. Nelson seconded to approve the 2024 Fyr Bal road closure as presented to be the same as last year, all ayes. Motion carried.

T. Nelson moved, Mulliken seconded to support the EBC request for nine thousand seven hundred dollars (\$9,700) to finance the fireworks for Fyr Bal. Roll call vote: Mulliken aye, T. Nelson nay, K. Nelson nay, McCutcheon nay. Motion failed 1-3.

T. Nelson moved, K. Nelson seconded to approve resolution 03-2024 World Migratory Bird Day, all ayes. Motion carried.

K. Nelson moved, Mulliken seconded to set a public hearing on the Hatch request to rezone parcels 1210112312744K1 and 1210112312744K2 from Rural Residential to Commercial, all ayes. Motion carried.

T. Nelson moved, K. Nelson seconded to set ordinances 02-2024 and 03-2024, amendments to §14.02 and §17.40 of the Ephraim Code of Ordinances for public hearing in May, all ayes. Motion carried.

T. Nelson moved, K. Nelson seconded to approve the Combination Class “B” and “Class C” Alcohol Beverage Retailer’s License for Klaud’s Kitchen Inc., dba Klaud’s Kitchen – 10420 Water Street contingent on health and fire inspections, all ayes. Motion carried.

T. Nelson moved, K. Nelson seconded to approve the renewal Class “B” and “Class C” Alcohol Beverage Retailer’s License for Sunset Harbor Grille, LLC, dba Sunset Harbor Grill – 10018 Water Street contingent on health and fire inspections, all ayes. Motion carried.

T. Nelson moved, K. Nelson seconded to approve the Class “B” Alcohol Beverage Retailers License for Eagle Harbor Inn Group LLC – dba Eagle Harbor Inn – 9914 Water Street expiring June 30, 2024, pending health and fire inspections, all ayes. Motion carried.

T. Nelson moved, K. Nelson seconded to adjourn at 9:11 PM, all ayes. Motion carried.

Present: Carly Mulliken (online), Ken Nelson, Tim Nelson, and Michael McCutcheon – President.

Absent: Matt Meacham.

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

Guests online: Martin Franke, Yvonne Torres, Ann Hutchins, BD Thorp, Cody Schreck, Jane Larson, “K”, “caller +14144163385”, “caller +19208199922”, and Lane Methner (EBC) joined at 8:45 PM.

Guests in person: Missy Le Belle (EBC), Kelsey Stone (EBC), Lane Methner (EBC), Sarah Martin (EBC), Diane Taillon, Kurt Heggeland, Maggie Peterman, Elfi Johnson, Maureen Ossyra (League of Women Voters), Colin Welford, Dennis Jewell, Anna and Nicolae Nistor (Klaud’s Kitchen), and Matthew Gurnsey (Eagle Harbor Inn).

1. **Call to Order:** The meeting was called to order by McCutcheon at 7:01 PM.
2. **Quorum:** A quorum was present for the meeting.
3. **Changes to the agenda:** McCutcheon noted that the agenda items for the airport, Physical facilities & Utilities, and Ephraim Business Council would be moved ahead on the agenda.
4. **Visitors’ Comments:** There were no visitors’ comments.
5. **Approval of previous minutes:**
Mulliken moved, T. Nelson seconded to approve the minutes of March 12, 2024, with K. Nelson abstaining, all ayes. Motion carried.
6. **President’s Comments:**
McCutcheon offered his praise and thanks to Chief MacDonald for the efforts to keep the Village office and Fire Department running off the generator during the recent winter storm. He further complimented Wisconsin Public Service for its efforts to get Door County up and running again.
7. **Consent Agenda Items:**
K. Nelson moved, Mulliken seconded to approve the consent agenda items as presented with T. Nelson abstaining all ayes. Motion carried.
8. **Public Hearing:**
 - a. **Public hearing on ordinance 01-2024, an ordinance amending Chapter 17.29 (Floodplain) as prescribed by WI DNR and FEMA:**
McCutcheon opened the public hearing for ordinance 01-2024, an ordinance amending Chapter 17.29 (Floodplain) as prescribed by WI DNR and FEMA.

McCutcheon asked for comments regarding ordinance 01-2024. There were no comments.

Bristol reported that there had been no correspondence regarding ordinance 01-2024 and confirmed that there had been two (2) insertions into the Peninsula Pulse.

McCutcheon closed the public hearing.
9. **Administration:**
 - a. **Discussion and consideration regarding ordinance 01-2024, an ordinance amending Chapter 17.29 (floodplain) as prescribed by WI DNR and FEMA:**
K. Nelson moved, T. Nelson seconded to approve ordinance 01-2024 an ordinance amending Chapter 17.29 (floodplain) as prescribed by WI DNR and FEMA, all ayes. Motion carried.
10. **Airport:**
 - a. **Discussion regarding Airport Financial Statements:**
Martin Franke presented the annual airport report. He reviewed the financials, including the balance sheet. He explained that the P&L Statement reflected an operating loss due to depreciation; without depreciation, there would have been a sixteen thousand five hundred dollars (\$16,500) profit for the year. He explained that expenses had been lower for the year.

Franke noted that the Young Eagle event would be on June 1, 2024, and detailed the success of the Friends Scholarship program.

Franke provided an update on the construction of the five (5) hangars to be built on the land that was purchased in 2022. He explained that the DNR rejected the bids for technical reasons and that they restrict tree clearing from March 31-November 15 thereby delaying the project from moving forward. He noted that they have deposits for four (4) out of the five (5) hangars.

McCutcheon thanked Franke and noted the airport and the Friends group have come a long way.

11. Physical Facilities:

a. Discussion and consideration regarding German Road property trailer parking upgrades:

MacDonald discussed the German Road site and the desire to make the property more useful. There is a desire to alleviate the congestion at the Wastewater Plant. A solution to achieve that is to move the boat trailer parking out to the German Road site. There is a problem with trailers being parked by those who are not marina patrons. MacDonald reviewed two (2) quotes for the work and recommended approval of the quote from JF Construction for fourteen thousand five hundred eighty-five dollars (\$14,585). He noted that there was money in the Physical Facilities and Utilities (PFU) committee budget.

A discussion was held regarding the German Road property trailer parking upgrade. Mulliken asked how many trailers would be able to fit. Bristol explained it was a replication of the current area at the Wastewater Plant currently being used for boat trailer parking. Clarification was provided to Elfie Johnson that the trailer parking would be for marina patrons; it would not be for boat storage.

T. Nelson discussed that the Marinas and Moorings Committee had not requested this project; it did not ask for the boat trailer parking to be moved. It should be an open item of discussion moving forward to be sure Marinas and Moorings is not costing the Village money for its operations. We exist at the pleasure of the Village.

K. Nelson moved, T. Nelson seconded to accept the proposal dated January 9, 2024, from JF Construction to upgrade the German Road Property for boat trailer parking at a cost not to exceed fifteen thousand dollars (\$15,000), all ayes. Motion carried.

b. Discussion and consideration regarding the 2024 paving of Anderson Lane, Settlement Road, and Cherry Street:

MacDonald reviewed the process of road ratings conducted over the past year to work out a paving schedule. His goal is to get the Village on a better schedule for road paving. While it is a hefty year for paving, it is a good year because oil prices are down and the County Highway Department will be in the area to pave CTH Q.

K. Nelson moved, T. Nelson seconded to approve the 2024 paving projects work estimate (time and materials) to pave Anderson Lane, Settlement Road, and Cherry Street from the Door County Highway Department for approximately one hundred ninety-six thousand dollars (\$196,000), all ayes. Motion carried.

c. Discussion and consideration regarding upper Cherry Street drainage work:

A discussion was held regarding the Upper Cherry Street drainage work. MacDonald reviewed the proposal submitted by the Door County Highway Department to complete drainage work to alleviate the washout issues with the Upper Cherry Street steps. He explained that a trench drain would be installed to catch the water coming down Cherry Street so it doesn't get to the steps. This option provides a solution to collect and slow the water.

K. Nelson moved, T. Nelson seconded to approve the Upper Cherry Street drainage work estimate (time and materials) from the Door County Highway Department for approximately six thousand five hundred dollars (\$6,500), all ayes. Motion carried.

The consensus was that the funding source for the Upper Cherry Street drainage work would be bond proceeds because the work was to be completed within the road right of way.

8. Administration (continued)

g. Ephraim Business Council (EBC) Presentation:

Lane Methner and Kelsey Stone presented the Ephraim Business Council (EBC) report. They reviewed the EBC purpose, Board of Directors, staff, and membership. They reviewed their winter objectives: A membership drive, Fyr Bal planning, brochure layout and distribution, monthly e-newsletter, social media, and business database. Methner and Stone reviewed the new event calendar on the EBC website and the community collection drives. Finally, EBC staff reviewed summer events including Evenings in Ephraim and Bondemarked.

h. Discussion and consideration regarding EBC member survey topics:

Stone discussed the EBC member survey topics. The list is derived from an EBC member survey. Mulliken added that they had tried to prioritize the list and that nothing had been dropped from the list even though they would like to see a smaller list. She reiterated that the list came from their members; EBC is not driving this. What they are doing is showing the Board what items are important to the EBC members and the business community. She noted that during the last Board meeting, there had been a discussion regarding which committees might handle each of the topics on the list. They hoped that the revised list would promote discussion rather than just talking about committees. Stone added that the EBC wanted to make sure that the items on the list were getting traction and moving forward. Some of the items on the list are pretty easy, Stone stressed, and relatively low cost (under ten thousand dollars (\$10,000)). She added that she hoped that the tasks would be assigned to the appropriate committees to keep things moving forward.

McCutcheon asked if there were any comments from the Board.

There were no comments from the Board.

McCutcheon noted that crosswalks came up throughout the Streetscape project. WisDOT controls crosswalks. We'd like to have them in lots of places but they simply will not allow it. There must be an origin, destination, and density.

Stone stated that they were not looking for new crosswalks. They would like the current crosswalks painted and signage.

Bristol confirmed that the painting for the crosswalks is scheduled.

McCutcheon explained that the crosswalk signs get hit; they are targets for cars.

Stone felt that the crosswalk signs getting hit were better than the alternative if someone gets hit.

Martin stated that she had asked for the agenda item again to get some traction going. She wanted to know when the Board would be discussing the next steps if they weren't going to discuss it tonight. There are items on the list that could be completed before the season.

McCutcheon stated that the assumption is correct, the items would not be reviewed tonight.

K. Nelson inquired about the committee assignments discussed in last month's Board minutes.

Bristol explained it was a discussion, part of the dialogue. He offered as an in-between, having minutes such as last month's meeting, gives board members, who chair every committee in the Village besides the Wastewater Committee, the opportunity to pick up one of the topics, and put it before their committee if they desired. As far as process, it would be for the Board to dictate that a specific item should be before a certain committee. If that is the direction of the committee, the Board would need to direct the committee to take up a specific item unless the committee chair is so inclined to pick it up themselves.

McCutcheon suggested that the committee chairs on the Village Board go through the list, and see if any items pertain to their particular committee. Then the Village Board will discuss it from there as to whether we are going to do this.

i. Discussion and consideration of Fyr Bal Closure:

Lane Methner (EBC) explained that the request was for the same road closure for Fyr Bal as in previous years. The closure will be from 7:30 AM to 10:30 PM. Two (2) reserve deputies have been requested to monitor the closures. There will be bus transportation into the closure area. Signage will be placed as in years past to indicate that businesses are open within the closure area.

K. Nelson moved, T. Nelson seconded to approve the 2024 Fyr Bal road closure as presented to be the same as last year, all ayes. Motion carried.

Further discussion included traffic at the Fire House Marina parking lot. Stone said they will be communicating with the deputies as well as attending the May Marinas and Moorings meeting to discuss. Bristol offered a reminder that because the closure is a state highway, it is not a Board decision. Bristol clarified that the Board is authorizing him to apply to WisDot to close the highway on behalf of the EBC.

j. Discussion and consideration of EBC Fyr Bal fireworks donation request:

Stone (EBC) reviewed the donation request for the Fyr Bal fireworks at a cost of nine thousand seven hundred dollars (\$9,700). She reviewed the reasons they were requesting to get ahead of any questions that may be asked by the Village Board. She started with an authentic, person-to-person reason for why we are all here. Everyone in the room is a stakeholder in the Village of Ephraim. All of us are here to represent Ephraim and ensure it stays what it is. People don't know the difference between the EBC and the Village of Ephraim when people come to Fyr Bal. They don't know that they are at EBC's Fyr Bal, they are at Ephraim's Fyr Bal. That is how we want it to be, Stone said, we want people to see one (1) unified group coming together. Fyr Bal is a true celebration of our community. It is one of the few Door County events left that are a celebration and reflection of the community it is hosted in. This will be the 59th Fyr Bal celebration and a lot of time and effort has been spent to make sure that the event stays a celebration of our community. It is the Chieftan voting, the bonfire, the vendors, and events all of which put Ephraim on display. The event draws people to the community but then they want to come back due to the incredible and unique experience of Fyr Bal. We make sure the entire day is filled with things that people cannot get in other communities. The whole day culminates with the fireworks show.

Stone added that the EBC was fully aware that the main concern will be that EBC funding increased this year. It did increase from 2023 to 2024. From 2021 to 2024, the past four (4) years of funding the EBC funding went up 108%. She noted that while that was a nice increase in funding, costs also have increased. While looking at the EBC increases in funding, one would also need to look at the Village's numbers as well. The EBC receives its portion of room tax and so does the Village. The Village receives its portion of room tax and in 2022 the Village began receiving Premier Resort Area Tax "PRAT". Both of those are tax amounts that we are only receiving because the businesses are generating those taxes. Room tax and PRAT are not like property tax in which residents pay as well. The businesses are the ones collecting room and PRAT taxes which in 2023, with both taxes combined, generated five hundred sixty-five thousand three hundred twenty-two dollars (\$565,322). That is a lot of money. That is almost five (5) times larger than the EBC budget for this year. Stone said that they understand that their funding went up but so did the Village's by an astronomical level.

Methner handed out graphs depicting EBC and Village funding

Stone reviewed the handout and noted if you look at the jump from 2020 to 2021, the Village's funding went up a substantial amount, approximately one hundred and sixty thousand dollars (\$160,000). When comparing, she said on page two (2) of the handout, from 2020 to 2023, the last four (4) years of the Village's funding including room tax and PRAT tax, the Village saw an increase in funding of 568% while EBC saw a 108% increase. That is an exponential growth for the Village. That is quite a stark difference. That is money that is coming in because of these businesses and they are the reason people are coming to Ephraim. Ephraim has the lowest municipal population of all nineteen (19) Door County municipalities, if you look at room tax collections, the Village ranks 5th out of 19 municipalities. She

noted that it was pretty incredible that the village had the lowest population but collects the fifth (5th) highest amount of room tax. That is because of all our amazing lodging establishments that collect room tax. Stone stressed that the EBC understands that PRAT tax cannot be used for fireworks. However, it is an added number to the budget that is collected by businesses.

McCutcheon reviewed the particular stance which commenced in 2022 and then was repeated in 2023. The Village Board said “We’ll do it one (1) more year.” He added that he didn’t think it should come as a surprise to EBC if the Village Board says no to the request for funding.

Stone explained that EBC was not here expecting the money. They are here to ask.

McCutcheon explained that the Village was heavily bonded to do the Streetscape project and room tax revenue was used to complete the Shoreline Project. Both these projects benefit everyone. Five (5) Capital Projects are currently being considered: Anderson Dock, Maintenance Building, Administration Building, the North End Path, and the Firehouse. Some of the Streetscape Bond will go to the North End Path project which will clearly benefit the businesses in North Ephraim. One of the ways to look at this is that the money from Room Tax helps keep the tax burden of the Ephraim Village down. So we can take that money and use it for things that benefit both the residents and businesses. EBC has a source of money, the logic is by using your money, our taxes won’t go up.

Stone replied that the request for nine thousand seven hundred dollars (\$9,700) is 1.7% of room tax and PRAT combined in 2023. This is money that was brought in by the businesses. We are not asking for the fifty percent (50%) that we had received before 2020, we are not even asking for the flat rate of thirty-five thousand dollars (\$35,000) that we received in 2021, we are asking for nine thousand seven hundred dollars (\$9,700) for fireworks for this community event.

K. Nelson noted that the Village borrowed five (5) million dollars for the Streetscape project and then we used room tax for the Shoreline Project, all of which benefits everyone. It benefits the residents and businesses. We also have five (5) other Capital Projects that the Village is starting to look at which combined could be three (3) to four (4) million dollars. Yes, we have money coming in but the way Ephraim works is that we save and pay for projects as we go. We borrowed the five (5) million but that is the first money we have borrowed in a long time. We want to do these projects and pay as we go. That is why we passed the PRAT tax. Our businesses collect and remit the taxes and our visitors pay the taxes. He added that he didn’t want it to seem like we have all this money and why don’t we spend some. It has been allocated; the Village went through a process and we involved the public two (2) years ago to help determine what were the top infrastructure projects. The public spoke and that is what we are trying to do, that is our plan for the money. It is a nice amount of money to be sitting there but there is upwards of three (3) million dollars to spend to get our Village facilities up to speed.

Stone stated that Cody Shreck was not on the call at the moment. He is the Executive Director of the Ephraim Historical Foundation “EHF” and did submit a statement that he asked to be read to all of you today. Stone said this is from Cody Shreck from the Ephraim Historical Foundation and began to read his statement *“While it is true the EBC funding has increased this year, it still not nearly kept pace with the exponential increase in the Village’s funding. Moreover, that exponential increase seen in the Village’s funding is a direct result of the healthy business culture the EBC has helped facilitate. In my mind, there should be no question that the Village should show support for the local businesses and the EBC by using a very small portion of their funds for the Fyr Bal fireworks. A decision to not provide for this relatively minor support would appear as a conscious shunning of our local businesses and the positive financial impact that they have on the Village’s bottom line. Sincerely, Cody Shreck”*

Shreck was available online at 8:11 PM and stated that he stood by the statement he wrote and intended for it to be read. He added that he did understand the pending projects as described by McCutchen and K. Nelson. He understood that and it makes sense. The Village used to provide some support for Fyr Bal in the past, it was a sign of good grace to support a Village event. He said he was curious why with an increase of 500% in funding, at this point why was the Village saying no. Why is that offer of good grace gone, he asked.

McCutcheon asked Schreck if his statement had gone before the EHF board and does the statement reflect the feelings of the EHF board.

Schreck clarified that this was him as an individual.

T. Nelson stated that one reason the Board has tried to get away from funding is because it started with the increase in room tax. When the increase in room tax was proposed we were told there would be enough money and the municipalities would no longer need to fund the business associations. It was a selling point of the room tax increase. That was one reason why I was willing to go along with the increase. I had always favored the original 50/50 split between the Village and EBC; that was fair. When the increase was proposed one of the selling points was that we the Village would no longer have that obligation. That was going to be taken care of with the boatloads of money that were going to be coming in via room tax. Yes, the Village is getting a lot more money but if you have been listening to the Village meetings every month and it has been gone over a couple of times tonight we have exponentially increased our projected expenditures for municipal Village improvements. We aren't just sitting on a bunch of money and not doling it out; it is already spent. This nine thousand seven hundred dollars (\$9,700) for the Fyr Bal fireworks belongs with EBC in my opinion. This is what was promoted.

Schreck stated that he appreciated the context. He reiterated that he stood by his written statement. It is a written statement that reflects himself as an individual as a board member of the EBC and not as an official statement of the EHF. He thanked the Board for their time.

Stone added that she was fully aware of the bill of goods that were sold to the Village. It's frustrating, I wasn't around back then but have heard many retellings of that story. I am aware of the selling points that were offered to you. The person who was selling them to you knew what you wanted to hear. The municipality that, that person is the Town Chair of is still funding their Community Business Association "CBA". He knew what Ephraim wanted to hear and that is what he said.

Yvonne Torres of Destination Door County "DDC" commented about the room tax increase and the belief that the increase in funds was going to completely fund all of the CBAs. The different CBAs vary in size and scope, as well-intentioned as that individual who made those assertions back in 2020 when discussions were being held about the room tax increase was and doing the simple math he was doing at the time to be able to make that assertion, what was not taken into account was how costs would increase. We are talking about growing staff and the general costs that even you as overseers of the municipal side of those room tax collections have seen. Just because that was said and it was unfortunate it was taken that way, we are doing our best to continue to fund and support the EBC as well as we can. They did see an increase in the Strategic Community Partnership "SCP" funds. Every year when they submit a budget to us they prioritize and allocate funds in different ways. The budget that was presented to DDC, when it comes to fireworks and what they are asking the Village to contribute, is significantly lower, 50% lower, than what is contributed by other communities who have fireworks. It is a small amount of money, even though it is making a bigger impact.

Torres explained that Fyr Bal is one of the first events of the Door County season, many visitors consider it the kick-off event of the season. Fyr Bal is still held in a very traditional fashion. There is a lot of tradition tied into Fyr Bal, how it is done, and all of the events that are tied to it. It is done in a very respectful manner. Ephraim does a really good job sharing the charm and the quality of those events and staying very true to Ephraim. At DDC we know even our visitors really appreciate that. I know you have a responsibility to ensure that you are not spending an uncomfortable amount of money funding the EBC when DDC is handling its funding primarily. The SCP funding serves to be a supplement to the work that EBC is doing in supporting their members, supporting their business community, and in turn supporting their municipality with increased room tax. She echoed Stone's sentiment that it says a lot that Ephraim is one of the smallest communities in Door County yet generates as much room tax as Ephraim does. If there is no other support coming from the municipality, as far as funding outside this request for nine thousand seven hundred dollars (\$9,700) for the fireworks, we at DDC would urge the Village to consider. It is not the totality of their funding; it is a nominal amount. It

will make a really big impact not only for the Village of Ephraim but for Door County tourism as a whole.

T. Nelson noted that Ephraim provides EBC with the Visitor Information Center “VIC” and office space for five hundred five dollars (\$505) per year. If we were going to rent out the VIC building to someone else we would be, as you say, exponentially higher with those charges. He asked what the Village charged EBC for the use of the facilities and maintenance personnel for Fyr Bal.

Bristol replied nothing.

T. Nelson stressed that Ephraim supports EBC and that Ephraim participates in Fyr Bal. Make no mistake about that. If DDC thinks that Fyr Bal is such a great operation why doesn't it provide the money itself, he asked. EBC can afford this, EBC is receiving money from room tax to cover these expenses. He stressed that there is no good reason. In my mind, I have not heard an argument that changed my mind. This is an EBC expense. The fireworks are beautiful and a great way to end Fyr Bal. They are part of Fyr Bal, and EBC does a great job with it. This is part of the EBC's business.

T. Nelson referenced the discussion from Martin Franke and the Airport Financial Report. The Ephraim Gibraltar airport had long been supported by the municipality until it was proposed that the airport become self-sufficient. No other airport at the time was self-sufficient; they relied on funds from local municipalities to operate. Ephraim made that change and it was the right thing. When you have an entity that can be self-sustaining, it should. Talking about how much money we have and why aren't we spending some of it on Fyr Bal; we are spending it on Fyr Bal, we just aren't charging for it.

Torres stated that when the SCP fund program was created the DDC had toyed with different ideas of how to fund the program. The program was started back in 2009 and was re-vamped in 2012. Discussions were had about individual CBAs coming with projects similar to how they would come to an individual municipality to request money for a project. Because the CBAs are run on their own, they have their own Board of Directors, and they worked at the time very closely with their municipalities. We decided that they were the experts on how they were going to allocate those SCP funds. We allowed them to do that and still do. They do send a budget proposal in the later part of the year and we ensure compliance with State statutes and they take it from there. All of the municipalities in some capacity, give some level of support to their CBAs whether it is a percentage of the 30% municipal distribution of room tax or a set amount every year. However, all the municipalities provide some level of contribution to their CBA. She added that they had hoped to put together a visual for distribution for municipalities that have this question. I'm not suggesting that you change your way of thinking in that regard but because outside the space they use for the VIC and office space that allows them to do their job, there is no additional funding coming from the municipality. I just wanted to make that clear, she said, and why DDC doesn't fund individual things. To make it fair and equitable we provide them 19% of what we receive of room tax collections based on the contributions that each municipality makes towards the room tax pot. So if your municipality contributes 11% of the totality of room tax collections in a year, EBC would receive 11% of our 19% to be able to fund the entirety of their operational expenses outside of rents and things that are paid by the municipality.

McCutcheon asked if EBC cannot find a source of funding directly from DDC could they not submit a grant to the Community Investment Fund “CIF”.

Torres that CIF grant was open to tourism infrastructure-related projects. It would be something they could consider but there are application windows.

Stone stated that she had asked during an initial CIF meeting and was told that it could be applied for but they won't get funding for fireworks. It is not in the realm of what they are looking for.

McCutcheon stated that his understanding was that the CIF grant was to benefit both the guests and the residents of Door County. This is a perfect example of that; it hits both. I'm not talking for this year, he clarified, that is what the money is there for and they have a lot of it to hand out. It would be awfully premature and short-sighted to be told that you don't have a chance.

A brief discussion was held regarding the CIF application deadlines. It was determined that a deadline had just passed on March 25. The next deadline is June 24, after Fyr Bal.

K. Nelson explained that he sits on the DCTZC board and the CIF grant fund is now north of 2 million dollars. The CIF fund balance exists because of the 8% room tax increase. He added that in his opinion the DCTZC had an incredible amount of overflow money. He suggested that all the CBAs work together to approach DDC for more funding; they can't spend all of their money. They gave a million dollars to the park last year.

Torres added that there can certainly be conversations going forward about the CIF as we start to think about 2025, 2026, and beyond. With the grants that have been awarded to date, the fund sits at 1.5 million. The parks fund had nothing to do with the CIF. Part of the agreement with the DCTZC is anything over and above what DDC projects in their budget for the year, is held in reserve. DDC still has to by state law receive 70% of the room tax collection. The excess doesn't just get to sit at the bank at DDC. We have the opportunity to go to the Door County Tourism Zone Commission "DCTZC" to present ideas of where we think these excess funds should go. Excess funds are when we had a great year; a stellar year in tourism. What we anticipated and what we did bring in for room tax collections turned into something greater. That is great news for everyone. That is where the park fund money came from. It was part of a collaborative effort to direct excess funds into alternative programming by the DDC and DCTZC. While it benefits visitors it is not necessarily the traditional visitor-focused, marketing, heads-in-beds kind of approach that we would take on with our marketing efforts.

What it is, K. Nelson said, is that you are bringing in more revenue than you need at Destination Door County; so you have allocated those funds. I understand the process. The point is that there is a heck of a lot of money out there that is coming in with the 8%. I think we should partner together to get more money for CBAs from that money. A million dollars went to parks last year.

Stone discussed the quarterly meetings that are held between Village representatives and EBC. She felt that this conversation has been very valuable and wondered if Board members could be swapped out for the upcoming meeting to continue building relationships. She suggested that Ken Nelson attend an upcoming meeting or set up a separate meeting to have the conversation. We need to talk next steps to get some additional funding.

Martin reminded the Board that had the EBC not received support from the Village for the last two (2) years for fireworks, EBC would have lost money on the Fyr Bal event, instead, we broke even. It is definitely not a money-making event. Expenses have increased significantly over the years but they still try and put on a good event. They appreciate the collaboration and all of the support they get from the Village and try to show their appreciation regularly. The Maintenance Department is amazing at Fyr Bal; that does not go unrecognized and we do understand that there is value there. The EBC funding was cut significantly a few years ago therefore they have been operating at a budget deficit and climbing back up. While the funding has increased for this year, the way it is allocated it has not come in yet. There was a time pre-room tax that the Village paid for the fireworks and they supported us in the same way at the Visitor Center. That was when we didn't have the funding nor did the Village have the funding. As a resident, I feel like it is something the Village can afford to do, and I am comfortable with my tax dollars going toward the fireworks. I would find it disappointing as a resident that you wouldn't choose to support that.

Stone said she did not want to sound at all unappreciative for the support that they receive. Tonight it is obviously a little more contentious. Up until today, we have spent a lot of time thanking staff directly and publically at meetings. We are so appreciative and feel that our relationship with Village staff has improved. We are fully functioning together as a collective. That is the goal of all this, Ephraim running on four (4) wheels together. She apologized if it didn't come off that way today but we are unbelievably appreciative of the work we have gotten from Village staff.

Kurt Heggeland asked EBC if they didn't receive the money from the Village that there would not be fireworks.

Stone replied that their next plan is to proceed with what other CBAs do which is to send a letter to residents requesting donations. Other communities do this along with support from their municipalities and they raise funds to support fireworks. That is our next step.

Martin stated she couldn't see EBC putting on the festival without fireworks. Probably what would have to happen is that they would have to make some other adjustments in their budget for the remainder of the year. When we start scaling back on other things which typically would be marketing and stuff which could make people less aware which would in theory lead to less room tax and could lead to decreased market share which would impact both entities.

Heggeland stated that he was sure they would figure it out and we'll have fireworks. It would be really weird not to. As a part-time resident and sort of a business owner, if there weren't people would be really confused because everyone knows how much more money is coming in with the extra tax. It would be strange if Ephraim suddenly couldn't afford to have fireworks, whoever Ephraim is in their mind, it would be crazy.

McCutcheon called the question.

T. Nelson moved, Mulliken seconded to support the EBC request for nine thousand seven hundred dollars (\$9,700) to finance the fireworks for Fyr Bal.

Mulliken noted that had the Village not supported the fireworks in 2023, EBC would have lost money on Fyr Bal. It is about marketing for the Village, it is not a one-to-one thing that you can see. It is hard to quantify the support.

Roll call vote: Mulliken aye, T. Nelson nay, K. Nelson nay, McCutcheon nay. Motion failed 1-3.

b. Discussion and consideration regarding resolution 03-2024, World Migratory Bird Day Resolution:

T. Nelson moved, K. Nelson seconded to approve resolution 03-2024 World Migratory Bird Day, all ayes. Motion carried.

c. Discussion and consideration regarding the Anderson Dock Capital Project:

A discussion was held regarding the Anderson Dock Capital Project. Discussion included the marker in relation to the dock elevation. Bristol reviewed the two (2) next steps: Scope and details of a Request for Proposal "RFP". Then the Board would approve the RFP. With an established scope for firms to work with then proposals can be compared apples to apples. Bristol suggested a physical walking meeting. K. Nelson agreed and noted that the goal was to bring a draft RFP to the next meeting for approval. T. Nelson agreed as well. McCutcheon explained that the Board would conduct a walk-through of Anderson Dock to define the scope and then review a draft RFP at the next meeting.

d. Discussion and consideration regarding setting a public hearing on Hatch request to rezone parcels 1210112312744K1 and 1210112312744K2 from Rural Residential to Commercial:

Bristol reviewed that this request to rezone for the Hatch parcels would be a two (2) step process. First, the public hearing would be set. Second, the public hearing would be held in order to listen to comments and concerns. This is the second time that the Hatch's have gone before the Plan Committee to rezone. The first time they didn't continue with the process even though the Plan Committee had recommended approval to the Board. They have restarted the process again.

K. Nelson moved, Mulliken seconded to set a public hearing in May on the Hatch request to rezone parcels 1210112312744K1 and 1210112312744K2 from Rural Residential to Commercial, all ayes. Motion carried.

e. Discussion and consideration for setting ordinances 02-2024 and 03-2024, amendments to §14.02 and §17.40 for public hearing in May:

Bristol provided an overview of the amendments to §14.02 and §17.40 to be set for public hearing in May as ordinances 02-2024 and 03-2024 as part of the ordinance review from the Plan Committee.

T. Nelson moved, K. Nelson seconded to set ordinances 02-2024 and 03-2024, amendments to §14.02 and §17.40 of the Ephraim Code of Ordinances for public hearing in May, all ayes. Motion carried.

f. Discussion and consideration regarding Combination Class “B” and “Class C” Alcohol Beverage Retailer’s License:

i. Klaud’s Kitchen Inc, dba Klaud’s Kitchen – 10420 Water Street:

T. Nelson moved, K. Nelson seconded to approve the Combination Class “B” and “Class C” Alcohol Beverage Retailer’s License for Klaud’s Kitchen Inc., dba Klaud’s Kitchen – 10420 Water Street contingent on health and fire inspections, all ayes. Motion carried.

g. Discussion and consideration regarding renewal combination Class ”B” and “Class C” Alcohol Beverage Retailers License:

ii. Sunset Harbor Grille LLC, dba Sunset Harbor Grill – 10018 Water Street:

T. Nelson moved, K. Nelson seconded to approve the renewal Class “B” and “Class C” Alcohol Beverage Retailer’s License for Sunset Harbor Grille, LLC, dba Sunset Harbor Grill – 10018 Water Street contingent on health and fire inspections, all ayes. Motion carried.

h. Discussion and consideration regarding – Class “B” Alcohol Beverage Retailers License:

iii. Eagle Harbor Inn Group LLC – dba Eagle Harbor Inn – 9914 Water Street:

T. Nelson moved, K. Nelson seconded to approve the Class “B” Alcohol Beverage Retailers License for Eagle Harbor Inn Group LLC – dba Eagle Harbor Inn – 9914 Water Street expiring June 30, 2024, pending health and fire inspections, all ayes. Motion carried.

12. Committee minutes for review: There were no comments on the Committee minutes.

13. Visitors’ comments: There were no comments.

14. New business for the next meeting:

a. Scope and Request for Proposal for Anderson Dock.

15. Adjournment:

T. Nelson moved, K. Nelson seconded to adjourn at 9:11 PM, all ayes. Motion carried.

Recorded by,

Kim Roberts – Deputy Clerk

**VILLAGE OF EPHRAIM BOARD MEETING MINUTES
TUESDAY, MAY 7TH, 2024 – 12:30 PM
9996 WATER STREET**



Action Items:

Meacham moved, T. Nelson seconded to implement option number three (3) as presented by Attorney Kalny to amend the Ephraim Zoning Code to permit temporary variances in any zone in case of emergency or unforeseen difficulty under the purveyance of the Village Board, all ayes. Motion carried.

T. Nelson moved to adjourn at 1:29 PM, Meacham seconded, all ayes. Motion carried.

Present: Carly Mulliken, Matt Meacham, Ken Nelson, Tim Nelson, and Michael McCutcheon-Chair

Absent: None.

Staff: Brent Bristol - Village Administrator, Kim Roberts - Deputy Clerk, and Justin MacDonald - Maintenance Manager.

Guests: Scott Barnes, Julie Barnes, Fred Bridenhagen, Steve Chomeau, Kelsey Stone, and Monique McClean.

Guests online: Andrew Bartelt, "Ephraim Planning Board", and Attorney Jim Kalny.

Call to Order: The meeting was called to order by Chair McCutcheon at 12:30 PM.

1. **Quorum:** A quorum was present for this meeting.
2. **Changes in Agenda:** There were none.
3. **Administration:**
 - a. **Discussion and consideration regarding Barnes emergency/temporary housing issues resulting from fire:**

The meeting commenced with Scott Barnes making a statement and then Julie Barnes making her statement. Scott Barnes provided information and pictures of the proposed housing trailers to members of the Village Board.

Scott Barnes: *"In the early morning hours of April 25th we suffered a devastating fire at our 2854 Shannon Square property. Seven (7) Fire Departments responded and worked professionally and with compassion to put the fire out. At the time of this writing, we do not know the cause, nor do we have confirmation of total loss. What we do know is we lost housing for two (2) full time residents and seven (7) contracted JI employees. The first of seven (7) arrived last Friday. Our immediate loss of housing puts both of our businesses, Ephraim Motel and Door County Rock and Gem at great risk to operate. Julie and I have been doing everything in our power since the fire, to formulate a plan to secure and provide needed housing for at least nine (9) people for the 2024 season (May-October). We are proposing the solution of bringing onto our property, mobile housing units. We are working with our company (Secura) to find appropriate units. Our biggest problem to address is the lack of time. We have to have housing secured no later than June 10, 2024- ready to live in. Julie and I are here today to ask for your participation and partnership. To help us and our businesses in a time of great need. We come to you with a hardship request. The recent event was not a choice. Julie and I have level land next to the burned property (known here as Yellow House). It is zoned North Ephraim Commercial. We would like to ask the blessing of the Village to bring in temporary mobile housing to provide the needed shelter for our people. This is only temporary and seasonal. Temporary until such a time as Yellow House is rebuilt and we have an occupancy permit. Services to the temporary housing will come from services currently at Yellow House. Much like an umbilical cord, when service is no longer needed, they will be cut off. The sewer will connect directly to the sewer currently on the property. Our plan to provide necessary housing under this hardship condition does not have any spare time in the equation. Whatever the solution, we have to house people, contracted to be housed by us, no later than June 10th. Our solution will be to secure, obtain, and install temporary, seasonal mobile housing with eight (8) beds. This will be for the 2024 season and possibly 2025. This will be located on our vacant land, zoned commercial, on our lot next to 2854 Shannon Square. This area is not visible to the general public and will be removed upon the rebuild of the Yellow House."*

Julie Barnes: *"Scott and I would like to thank you all for taking the time at this emergency Board*

meeting. We come before you to ask for your understanding and assistance in helping us create a solution to a difficult situation that we find ourselves facing. While standing in the early morning hours watching so much of what we have worked for go up in flames many thoughts went through my head. At the forefront of those thoughts was how are we going to fulfill the promise that we have made to the girls that are traveling halfway around the world to join us for the season at the motel. These girls become so much more than employees. This year Usti from Lithuania, is coming back for a third summer. She will be joined this summer by girls from both Thailand and Romania. Our need is to make sure these girls have a safe place to live and to call home for the summer is not only contractual but personal. We take this seriously and have proven this by creating a place that we have lovingly called Yellow House for many years. We have thought through and have had many options suggested to us but have come to realize that the best option is to create a temporary home-like shelter as near to us as possible. That place being on the land just next to Yellow House and the structures being RV like units. Working together with both our insurance company and their rehoming team we have located units that are available to us now and will be available for our use through the end of our season at the end of October. We have spoken with all of the contractors that will be needed to ready the site and get them situated and they are ready to help. We ask now for your partnership and help to complete this arduous task. We realize that there is currently no precedence or language in the Village ordinances that easily allows for the granting of permission. What we are hoping is for an understanding of our unique situation and that an emergency exception be made on our behalf. As a resident of Ephraim for the past twenty-four (24) years, I have come to love and appreciate its charm and beauty. I would never do or ask for anything to be done to change that. This is our home in the place we do business. We plan to continue the tradition of Yellow House as we rebuild. It may take on a new shape or color but those details to be worked out are for another time. Thank you.”

A discussion was held regarding the Barnes housing issues as a result of the recent fire at 2854 Shannon Lane. McCutcheon asked the Barnes if they had considered any other housing alternatives for their staff. Julie Barnes explained that yes, they had considered alternatives but they kept running into roadblocks. They have space in the motel until mid-June to house employees after which they are at 100% occupancy. They have been unable to find housing that will provide housing for the entire season. The rehoming company also has been working on options and they, as well, cannot find anything in this area for the season. There are options in Green Bay, but logistically that is not a feasible solution.

Bristol explained that the pictures of the housing are representative of a camper. There is no mechanism in the current zoning code to allow it. If you call it temporary housing or housing, our minimum standard is one thousand (1,000) square feet, for new construction. If you look at it as a camper, it is prohibited. If you look at it as a mobile home, mobile homes are specifically prohibited in the code. Relative to exceptions, waivers, and variances from a process standpoint no mechanism clearly exists in the current code.

Attorney Kalny reviewed the current situation and possible options for the future. Currently, there are no general special exception provisions. The Village has always been a very strict community when it comes to zoning codes, building codes, and permit exceptions. The code in its current condition would very directly prohibit what is being proposed. We are not just talking about an exception; we are talking about an exception that is directly contrary to area issues and the actual prohibitions of the code. It does create a problem. We don't have a procedure to grant a temporary special exception and no guidance on how we are supposed to do it. You always have to be careful about special interests, legislation, and often times can create a slippery slope, making it difficult to say no in the future. While this situation is related to a hardship, I need to be realistic in advising the Village about the status of the current zoning code and the legal issues that surround zoning provisions and building code provisions particularly as they are related to safety and minimum health standards.

Attorney Kalny outlined three (3) options all of which required changing some portion of the Village code. The first option would be “Temporary Construction on-site housing” which would apply to all structures in all zones. This option would allow for temporary housing on construction sites and it would have to be tied to a building/ permit. It would be allowed for the length of the building permit as long as construction is ongoing. It would allow for certain sanitary standards, insurance, and hold harmless agreements, and could require a review to set additional standards. As it would apply in all districts, it could be argued that it would be a police regulation. A hearing would not be required to enact it. The pros: It is not a zoning ordinance, no hearing to enact would be required, and it would be easy to

administer at the staff level. The cons: It is one size fits all and might apply somewhere we don't want it to.

The second option is to "allow for temporary housing variance in unexpected consequences (temporary housing special exception)". Kalny explained what you would actually be doing is creating a special exception. There have been some changes in the State Statute regarding the hearing process. It would apply to temporary housing needed due to an act of God, an act beyond the control of the property owner, or displaced persons. This would grant temporary permission during construction to have temporary structures. As long as there is a building permit (getting ready to correct the issue) we can provide for time limits, use maximum state dwelling unit requirements, require the posting of insurance, hold harmless agreements, and it would apply to all districts or simply residential districts. A hearing would be held before the Plan Committee or the Board depending on how you want to do it to set conditions. One of the conditions would be in all these situations that people would have to comply with all state and federal regulations. There are some pros to adding this to your code: It is flexible and limited to housing issues. The cons are that it would require a hearing process both to enact the ordinance and to provide for the special exception. This may be a timing problem with the current situation.

The third option, Kalny explained, is to create a temporary variance provision. It would apply in any zone in the event of an emergency due to unforeseen events and unnecessary hardship types of situations not caused by the applicant. It could be applied for as long as there is no harm to public interests. It is essentially a mini variance. It could go before the Plan Committee or the Village Board so long as there is a hearing. There would be a need to impose time limits and conditions that would serve the public interest. There would be minimum conditions, which you would always have, such as proof of insurance, a hold harmless agreement, and statutory compliance because you are varying from your code. The pros: This is the most flexible and its use has been observed in other communities. When there is a general emergency, a temporary variance provision makes it very clear that it does not run with the property but you allow yourself to vary the code in these circumstances. The cons: This is clearly a zoning ordinance; you will be amending your zoning code so it requires a hearing to enact and to process. He cautioned that you will have to be careful if you are going to single things like this out, particularly if you don't have a procedure on the books to do it.

A discussion was held regarding the options presented by Attorney Kalny. K. Nelson inquired if a letter of understanding would be sufficient between the parties. Kalny did not recommend this option because it would be altering the zoning code without following the process. Mulliken asked how Attorney Kalny had seen the use of option three (3). Kalny stated that it is an actual provision of the zoning code, that allows for a variance for a temporary use addressing an emergency situation. Then the code lists what would constitute an emergency. It can be granted by the governing body under a set procedure that is outlined. It sets out that we recognize that there may be emergencies where we need to grant special exceptions/special use exceptions. These variances would not run with the land as a normal variance would. It is a temporary right to violate the zoning code with the understanding that it will be removed once the emergency has been addressed.

Further discussion included the timelines for hearing regarding option three (3). Attorney Kalny reviewed with the Board how Class 2 notices work. Bristol encouraged the Board to decide if the decision would live with the Plan Committee or the Village Board. He felt that option three (3) would be a nice provision to have in the code.

Additional discussion included narrowing down how long the Barnes' would need to have the temporary housing. The Board felt that there needed to be very specific start and end dates. It was concluded with input from the Barnes that they would need housing from 6/1-10/31 with three (3) trailers. The Barnes agreed that employees may be in the hotel for housing until mid-June until they reach 100% occupancy.

McCutcheon noted that it seemed that option three (3) worked best now and for the future. He asked if the ordinance could be written and set for a public hearing in five (5) weeks to meet the deadline for housing for the Barnes'.

Discussion commenced to outline the process of writing the amendment to the ordinance, setting it for two (2) public hearings, and public notice. Bristol asked Kalny if the hearings needed to be two (2) standalone meetings. Bristol added that essentially you would be passing the ordinance with the first

public hearing and hearing the first applicant with the second hearing in the same meeting. Kalny confirmed it was possible to proceed that way. Bristol added that it would have to be a special meeting at the end of the month or early June. Kalny stressed that without a special meeting, the Village would not be able to do it in time. Kalny reiterated as long as the meeting is properly noticed, public hearings can be held at regular Board meetings or Special Board meetings.

Bristol reviewed that the Board will need to set a public hearing at the Board meeting on May 14th. He will work with Attorney Kalny on what the ordinance language will look like for option three (3). All the special circumstances/conditions such as the three (3) trailers are somehow codified in giving the Board the ability to impose conditions on that special exception. We will need a list or a memorandum of understanding of the finer points.

Kalny clarified that it effectively will end up as a conditional use which requires an agreement between the Village and the property owner. All the conditions will be spelled out. As a condition, we can require that there be an agreement.

Bristol inquired about general catchalls to include applicable state, federal, and J1 regulations. There are a lot of governing bodies that are part of all the working pieces of this situation that have oversight beyond the Village permitting the use. He added working with the building inspector, the Wastewater OIC for sewer, and WI DNR for the well. Everything needs to be coordinated; it is beyond the Village Board that needs to be involved.

Kalny explained that all we are doing is saying that we are going to permit them to have temporary housing provided that it complies with all other relevant statutes, regulations, and codes. That is not our business. The applicant has to make darn sure that everything they are doing is compliant with all applicable regulations.

Barnes confirmed that they are working on that and they have received strong assurances that this all works. He noted that he cannot kick the can down the road in readying the site to bring the trailers in; getting the services in place. He explained that he has to get that ball rolling and get contractors working when he can. They've assured him they will make time for him. This is work that has to be done before the housing can come on-site. He asked what the process would be to move forward with this work.

Bristol noted that WPS will not energize a temporary service without an inspection. He advised Barnes to begin working with the building inspector. Same with sewer, he needs to work with Rasmusson at the Wastewater plant.

Attorney Kalny stressed that the property owner will need to proceed at their own risk. There is not a 100% assurance that the ordinance will pass without holding a public hearing. There are no guarantees but we are optimistic. It is up to the applicant to ensure that they are complying with all state and federal codes. We will not be involved in regulating adherence to said codes; that will be one of the conditions. There is a lot of work and some risk for the applicant.

T. Nelson stated there is physical work (plumbing, electrical, and excavating) that needs to be completed on the property, that needs to begin sooner not later. He asked what could begin without an issued Building Permit or another permit letting work commence.

Bristol explained that he gave Rasmusson from Ephraim's Wastewater Plant a heads-up that he would be hearing from Barnes in relation to the sewer connection. From a code standpoint, we don't have a permit for something like this. It comes down to working with the building inspector and letting them know to expect a phone call for permitting on something that is not allowed at this time.

Bristol stated that this is a unique situation and other than trenching for the septic side there is really no site prep required.

Barnes clarified that there is some scrub to be removed, an umbilical for power, and water from the well from the existing structure.

T. Nelson stressed that he wanted to make sure Barnes was not being set up for a violation.

Bristol discussed the issuance of an early start permit. Which is usually for site prep, cutting trees, and maybe some backhoe work to clear the site. If a project is code compliant, then it would be just design

review process but the house would be a permitted use.

Kalny clarified the cart is before the horse in this situation.

McCutcheon suggested passing option three (3) so that Bristol and Kalny begin working on the ordinance and set it up for public hearing and our approval.

Bristol asked if the consensus was that this would remain under the purview of the Board.

The consensus was yes.

Kalny explained the agreement would outline the conditions that would need to be signed by the parties for the exception to be in place.

Bristol encouraged Board members to submit conditions that need to be covered so that he can work with Kalny.

Meacham moved, T. Nelson seconded to implement option number three (3) as presented by Attorney Kalny to amend the Ephraim Zoning Code to permit temporary variances in any zone in case of emergency or unforeseen difficulty under the purveyance of the Village Board.

Roll call vote: Carly Mulliken - aye, Matt Meacham - aye, Ken Nelson - aye, Tim Nelson - aye, and Michael McCutcheon -aye.

Motion carried.

Further discussion included that the item should go before the Plan Committee to receive a recommendation to the Village Board.

4. Visitors' Comments: There were none.

5. Adjournment:

T. Nelson moved to adjourn at 1:29 PM, Meacham seconded, all ayes. Motion carried.

*Recorded by,
Kim Roberts – Deputy Clerk*

Administrator Report

May 2023 — BRENT BRISTOL



- We have a couple items this month for consideration that can be put in the capital planning category.
 - Tim, Ken and I have been working on an RFP for engineering firm selection for the Anderson Dock Project. We have a short list of firms we are looking to send this to and have provided enough detail in the scope to determine, from the submittals, the qualifications of the firms and team that will be the best fit for us and this project. There will be a great deal of detail added to the scope once we select a firm and move this project towards plan submittal.
 - Aecom is working on a proposal for us on the North Path project to perform the engineering services necessary to plan, permit, and construct our path. As of the writing of this I do not have the submittal in hand but am told to expect it on Friday. Much of the work will be survey. From the early days of streetscape, when a path of some type was envisioned, it was planned on the Northbound side of the road. While we have recently found the Southbound side, more buildable we unfortunately don't have the necessary survey info and as a result have some extra expense associated.
 - Ken, Matt, Justin and I met this past month to discuss the maintenance garage capital project. The final report from the capital project ad-hoc committee is attached to this packet. Our recommendation is to pursue the new building option, with a twist. Rather than razing the existing garage and build new in the current location, we recommend investigating leaving the existing garage in place, perhaps turning the maintenance side of that building over to the WW department for their use, and building the new building a new location. This would provide WW with more space, allow continued use of a building that exists, and also provide us with a place to house maintenance while the new building is being constructed. If agreed we would like to go back to Keller for a proposal on new building drawings and plans.
- Jim Kalny and I are working on a draft ordinance for the new emergency zoning waiver provision that will be added to the zoning ordinance. This likely will be completed and sent as a supplement to this packet on Monday or Tuesday.

VILLAGE OF EPHRAIM

FOUNDED 1853



INTEROFFICE MEMORANDUM

TO: VILLAGE BOARD
FROM: CLERK
SUBJECT: CLERK'S REPORT
DATE: MAY 14, 2024

I submitted an annual project and expenditure report for the American Rescue Plan Act-Coronavirus State and Local Fiscal Recovery Funds (ARPA-SLFRF) for the Village of Ephraim on April 20, 2024.

In April I was obtaining information from alcohol applicants to ascertain if they qualify to be licensed for the 2024/2025 season. I ensured the forms submitted are filled out appropriately, and verified the accuracy of the information obtained. Application for Alcohol License notices for **Chef's Hat, Eagle Harbor Inn, Ephraim Motel, Hillside Waterfront Hotel, Klaud's Kitchen, Old Post Office Restaurant, Pearl Wine Cottage, Prince of Pierogi, Sip, Somerset Inn & Suites, Summer Kitchen Restaurant, and The Fashionable** former Trixie's were published in the newspaper on April 19 & 26, 2024. There were no significant modifications made to where the alcoholic beverages are going to be stored, sold/served, and consumed.

The Renewal Alcohol Beverage License Applications are attached to your packet for your consideration. **All of the businesses still need proof of a recently passed fire inspection and health inspection. The approval should be contingent upon a passed fire inspection and health inspection.**

Ephraim Business Council applied for Temporary Class "B" Licenses. They would like to be able to sell fermented malt beverages at the 58th FYR Bal Festival on Saturday, June 15, 2024. They also would like to sell fermented malt beverages at the Evenings in Ephraim – Bondemarked (Farmer's Market) every Monday from June 17th through August 26th, 2024. Both applications are complete and attached to your packet for your consideration.

Ephraim Fire-Rescue Association applied for Temporary Class "B" License. They would like to be able to sell fermented malt beverages at the 58th FYR Bal Festival on Saturday, June 15, 2024. The application is complete and attached to your packet for your consideration.

2023 Budget Amendment Resolution 04-2024 is included in your packet.

Please, find included in the packet revised **Tax Collection Agreement/Contract between the County and our Municipality**. The charge for first half collections of property taxes was reviewed and updated by the treasure's office and finance department of Door County. The recommended new charge for 2024 tax year was approved by the County Finance Committee. The charge will be \$1.51 per billable parcel, this is an increase from the last three years at \$1.43 per parcel.

Due to a large increase in electrical service permit requests over the last year and the challenging

schedules that these service inspections require, as well as continued rise in costs, Brett Guilette from **Inspection Specialists LLC** (Ephraim commercial inspector) determined that an increase in the Electrical Service permit fee is required. Their current fee, is \$50 for residential service and \$60 for commercial services. They would like to increase this fee to \$75 for both residential and commercial electrical service requests.

I have taken minutes for HPC, and Plan Committee, and entered invoices for payment. I have also reconciled cash, made deposits, processed payroll, and all the necessary government reports.

Please feel free to contact me with any questions or concerns.

Sincerely,

Andrea Collak - Clerk/Treasurer

VILLAGE OF EPHRAIM
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>ADMINISTRATION</u>					
100-10-41110	.00	1,336,375.88	1,336,375.31	(.57)	100.0
100-10-41150	.00	40.52	8.00	(32.52)	506.5
100-10-41210	1,827.11	1,827.11	320,000.00	318,172.89	.6
100-10-41220	.00	.00	36,000.00	36,000.00	.0
100-10-41223	.00	13,381.06	150,000.00	136,618.94	8.9
100-10-41800	55.67	55.67	300.00	244.33	18.6
100-10-43410	.00	.00	6,161.00	6,161.00	.0
100-10-43430	.00	.00	142.00	142.00	.0
100-10-43530	19,498.67	38,997.34	44,593.72	5,596.38	87.5
100-10-43650	.00	(10.13)	1,000.00	1,010.13	(1.0)
100-10-43660	497.67	7,315.78	2,000.00	(5,315.78)	365.8
100-10-43690	.00	.00	2,773.00	2,773.00	.0
100-10-44100	.00	3,511.73	13,000.00	9,488.27	27.0
100-10-44110	.00	.00	2,000.00	2,000.00	.0
100-10-44111	.00	.00	500.00	500.00	.0
100-10-44112	.00	.00	20.00	20.00	.0
100-10-44113	750.00	1,750.00	5,000.00	3,250.00	35.0
100-10-44200	16.50	137.50	8.00	(129.50)	1718.8
100-10-44300	.00	656.40	2,500.00	1,843.60	26.3
100-10-44310	10.00	(356.10)	.00	356.10	.0
100-10-46101	175.00	450.00	1,000.00	550.00	45.0
100-10-46730	.00	.00	1,000.00	1,000.00	.0
100-10-46840	.00	.00	19,900.00	19,900.00	.0
100-10-46900	.00	.00	2,000.00	2,000.00	.0
100-10-48100	.00	61,857.74	100,000.00	38,142.26	61.9
100-10-48200	.00	501.00	7,000.00	6,499.00	7.2
100-10-48307	.00	.00	2,000.00	2,000.00	.0
TOTAL ADMINISTRATION	22,830.62	1,466,491.50	2,055,281.03	588,789.53	71.4
<u>FIRE</u>					
100-50-43420	.00	.00	11,000.00	11,000.00	.0
TOTAL FIRE	.00	.00	11,000.00	11,000.00	.0
TOTAL FUND REVENUE	22,830.62	1,466,491.50	2,066,281.03	599,789.53	71.0

VILLAGE OF EPHRAIM
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
100-10-51100-100 SALARIES	1,500.00	6,000.00	18,000.00	12,000.00	33.3
100-10-51100-101 SS/MED	114.75	459.00	1,377.00	918.00	33.3
100-10-51100-320 TRAINING/CONFERENCES	.00	.00	200.00	200.00	.0
100-10-51300-200 LEGAL FEES	793.00	2,006.50	30,000.00	27,993.50	6.7
100-10-51400-100 SALARIES	10,744.48	48,075.00	139,678.35	91,603.35	34.4
100-10-51400-101 SS/MED	722.90	3,279.75	10,685.39	7,405.64	30.7
100-10-51400-102 RETIREMENT	741.36	3,317.15	9,498.13	6,180.98	34.9
100-10-51400-103 HEALTH INSURANCE	3,612.42	14,449.68	43,349.27	28,899.59	33.3
100-10-51400-104 DISABILITY INSURANCE	306.97	1,227.88	2,800.00	1,572.12	43.9
100-10-51400-105 WORKERS COMPENSATION	.00	156.12	649.60	493.48	24.0
100-10-51400-310 VEHICLE FUEL	29.10	62.60	600.00	537.40	10.4
100-10-51400-311 VEHICLE MAINTENANCE	.00	61.49	500.00	438.51	12.3
100-10-51400-312 CELLPHONE	151.15	543.45	1,750.00	1,206.55	31.1
100-10-51400-320 TRAINING/CONFERENCES	.00	499.00	2,000.00	1,501.00	25.0
100-10-51400-330 BANK FEES	39.81	216.58	500.00	283.42	43.3
100-10-51400-331 POSTAGE	300.00	682.49	3,500.00	2,817.51	19.5
100-10-51400-332 OFFICE EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
100-10-51400-333 OFFICE SUPPLIES/EXPENCES	179.87	893.22	5,000.00	4,106.78	17.9
100-10-51400-334 COMPUTER SUPPLIES/EXPENCES	4,980.78	8,722.84	5,000.00	(3,722.84)	174.5
100-10-51400-335 PROFESSIONAL DUES/EXPENCES	175.00	175.00	1,500.00	1,325.00	11.7
100-10-51400-336 LEGAL NOTICES/ADDS	85.45	85.45	500.00	414.55	17.1
100-10-51400-339 PRINTING COSTS	389.69	1,623.74	1,000.00	(623.74)	162.4
100-10-51400-340 VEHICLE INSURANCE	.00	157.82	357.58	199.76	44.1
100-10-51400-342 COMMITTEE/WORKER EXPENSE	.00	.00	220.00	220.00	.0
100-10-51400-343 CONTINGENCY	.00	.00	3,500.00	3,500.00	.0
100-10-51400-344 UNIFORMS	.00	.00	300.00	300.00	.0
100-10-51400-710 CHARITABLE DONATIONS	1,000.00	1,000.00	1,000.00	.00	100.0
100-10-51440-316 SUPPLIES/EXPENCES	19.96	96.01	500.00	403.99	19.2
100-10-51440-320 TRAINING/CONFERENCES	.00	157.50	500.00	342.50	31.5
100-10-51440-342 COMMITTEE/WORKER EXPENSE	623.50	623.50	2,500.00	1,876.50	24.9
100-10-51500-100 SALARIES	2,530.08	11,320.56	32,890.33	21,569.77	34.4
100-10-51500-101 SS/MED	169.46	768.83	2,516.11	1,747.28	30.6
100-10-51500-102 RETIREMENT	174.58	781.14	2,236.54	1,455.40	34.9
100-10-51500-103 HEALTH INSURANCE	878.70	3,514.80	10,544.42	7,029.62	33.3
100-10-51500-300 AUDITING EXPENSES	9,794.02	9,794.02	11,000.00	1,205.98	89.0
100-10-51530-210 OTHER CONTRACTUAL SERVICE	707.53	2,830.16	67,200.00	64,369.84	4.2
100-10-51600-211 PROPERTY INSURANCE	.00	1,130.00	1,151.36	21.36	98.1
100-10-51600-303 ELECTRICITY	715.69	3,419.10	6,500.00	3,080.90	52.6
100-10-51600-304 LP GAS	.00	678.56	1,500.00	821.44	45.2
100-10-51600-306 PHONE	644.40	1,794.59	4,000.00	2,205.41	44.9
100-10-51600-309 INTERNET	388.40	658.37	675.00	16.63	97.5
100-10-51601-210 OTHER CONTRACTUAL SERVICES	.00	.00	10,000.00	10,000.00	.0
100-10-51601-211 PROPERTY INSURANCE	.00	2,992.00	3,047.42	55.42	98.2
100-10-51601-303 ELECTRICITY	170.82	742.49	3,500.00	2,757.51	21.2
100-10-51601-304 LP GAS	868.19	4,322.53	6,000.00	1,677.47	72.0
100-10-51601-308 SEWER FEES	467.48	467.48	1,500.00	1,032.52	31.2
100-10-51601-309 INTERNET	198.93	764.08	1,700.00	935.92	45.0
100-10-51910-730 MISC EXPENSE	15,829.83	15,829.83	3,800.00	(12,029.83)	416.6
100-10-51930-212 LIABILITY INSURANCE	.00	5,883.50	5,500.00	(383.50)	107.0
100-10-52400-100 SALARIES	711.20	3,182.16	9,244.74	6,062.58	34.4
100-10-52400-101 SS/MED	48.62	220.14	707.22	487.08	31.1
100-10-52400-102 RETIREMENT	49.08	219.60	628.64	409.04	34.9

VILLAGE OF EPHRAIM
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
100-10-52400-103 HEALTH INSURANCE	195.26	781.04	2,343.20	1,562.16	33.3
100-10-53510-210 OTHER CONTRACTUAL SERVICE	.00	.00	500.00	500.00	.0
100-10-55300-316 SUPPLIES/EXPENSES	.00	.00	2,600.00	2,600.00	.0
100-10-56400-100 SALARIES	1,778.00	7,955.40	23,111.85	15,156.45	34.4
100-10-56400-101 SS/MED	121.56	550.38	1,768.06	1,217.68	31.1
100-10-56400-102 RETIREMENT	122.68	548.91	1,571.61	1,022.70	34.9
100-10-56400-103 HEALTH INSURANCE	488.18	1,952.72	5,858.01	3,905.29	33.3
100-10-56400-333 OFFICE SUPPLIES/EXPENSES	.00	.00	500.00	500.00	.0
100-10-56700-720 SUBSIDY TO ORGANIZATION	.00	40,652.69	.00	(40,652.69)	.0
100-10-56701-210 ROOM TAX EXPENSES	.00	.00	36,000.00	36,000.00	.0
100-10-58100-600 PRINCIPAL	.00	210,000.00	210,000.00	.00	100.0
100-10-58200-601 INTEREST	.00	70,834.38	136,419.00	65,584.62	51.9
TOTAL ADMINISTRATION	63,562.88	499,161.23	896,478.83	397,317.60	55.7

VILLAGE OF EPHRAIM
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>PUBLIC WORKS</u>						
100-20-53000-100	SALARIES	11,205.76	44,692.48	152,878.97	108,186.49	29.2
100-20-53000-101	SS/MED	745.68	3,010.50	11,695.24	8,684.74	25.7
100-20-53000-102	RETIREMENT	773.20	3,083.79	10,350.77	7,266.98	29.8
100-20-53000-103	HEALTH INSURANCE	4,035.84	15,251.97	56,371.14	41,119.17	27.1
100-20-53000-104	DISABILITY INSURANCE	351.40	770.29	2,500.00	1,729.71	30.8
100-20-53000-105	WORKERS COMPENSATION	.00	2,284.08	9,504.13	7,220.05	24.0
100-20-53000-312	CELLPHONE	83.11	264.33	1,000.00	735.67	26.4
100-20-53000-320	TRAINING/CONFERENCES	.00	83.35	600.00	516.65	13.9
100-20-53000-333	OFFICE SUPPLIES/EXPENSES	149.99	308.39	1,000.00	691.61	30.8
100-20-53000-344	UNIFORMS	.00	393.48	1,500.00	1,106.52	26.2
100-20-53301-220	MOWING	.00	.00	2,500.00	2,500.00	.0
100-20-53301-221	SWEEPING/MARKING	91.87	226.87	6,000.00	5,773.13	3.8
100-20-53301-222	ROAD TRIMMING	.00	.00	2,000.00	2,000.00	.0
100-20-53301-223	SNOW REMOVAL	20.00	4,478.23	34,000.00	29,521.77	13.2
100-20-53301-300	FACILITY EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
100-20-53301-302	FACILITY MAINT./REPAIR/STREET	.00	.00	5,000.00	5,000.00	.0
100-20-53302-810	EQUIPMENT OUTLAY/STREET REC	.00	46,000.00	.00	(46,000.00)	.0
100-20-53302-820	OTHER IMPR. OUTLAY/STREET REC	.00	378.00	.00	(378.00)	.0
100-20-53310-310	VEHICLE FUEL	795.45	2,142.40	6,500.00	4,357.60	33.0
100-20-53310-311	VEHICLE MAINTENANCE	2,803.54	2,845.49	10,000.00	7,154.51	28.5
100-20-53310-340	VEHICLE INSURANCE	.00	622.32	1,410.08	787.76	44.1
100-20-53321-303	ELECTRICITY/VISITOR CENTER	34.37	132.83	800.00	667.17	16.6
100-20-53321-308	SEWER FEES/VISITOR CENTER	124.00	124.00	500.00	376.00	24.8
100-20-53322-210	OTHER CONTR. SERV./MAINT.BUILD	.00	283.50	1,500.00	1,216.50	18.9
100-20-53322-211	PROPERTY INSURANCE/MAINT.BUILD	.00	4,215.00	4,292.26	77.26	98.2
100-20-53322-301	FACILITY SUPPLIES/MAINT.BUILD	16.56	161.94	2,000.00	1,838.06	8.1
100-20-53322-302	FACILITY MAINT/REPAIR/MAIN.B	1,151.99	3,114.04	17,000.00	13,885.96	18.3
100-20-53322-304	LP GAS/MAINT.BUILD	.00	438.64	1,000.00	561.36	43.9
100-20-53322-350	JANITORIAL SUPPLIES/MAINT.BUIL	187.41	276.12	4,500.00	4,223.88	6.1
100-20-53322-351	HARDWARE/TOOLS/MAINT.BUILD	29.45	278.80	1,700.00	1,421.20	16.4
100-20-53322-352	EQUIPMENT RENTAL	79.98	79.98	500.00	420.02	16.0
100-20-53322-820	BLDG IMPR.OUTLAY/MAINT.BUILD	.00	.00	3,000.00	3,000.00	.0
100-20-53420-301	FACILITY SUPPLIES/STREET LIGHT	19.78	19.78	300.00	280.22	6.6
100-20-53420-302	FACILITY MAINT/REPAIR/STREET L	.00	17.98	500.00	482.02	3.6
100-20-53420-303	ELECTRICITY/STREET LIGHT	773.83	6,394.38	16,000.00	9,605.62	40.0
100-20-53440-210	OTHER CONTR SERVICE/STORM SE	1,520.00	1,520.00	2,000.00	480.00	76.0
100-20-53620-210	OTHER CONTR SERVICE/RECYCLING	783.36	3,331.64	6,500.00	3,168.36	51.3
100-20-53621-210	OTHER CONTR SERVICE/GARBAGE	232.42	2,150.18	2,500.00	349.82	86.0
100-20-53640-210	OTHER CONTR SERVICES/WEED	.00	.00	3,200.00	3,200.00	.0
100-20-55200-225	MULCH	.00	.00	5,000.00	5,000.00	.0
100-20-55200-226	DIRT & STONE	.00	.00	1,000.00	1,000.00	.0
100-20-55200-227	FLOWERS	.00	109.70	6,000.00	5,890.30	1.8
100-20-55200-228	TREE CUTTING	.00	606.99	6,500.00	5,893.01	9.3
100-20-55200-229	PLUMBING	274.20	298.67	3,000.00	2,701.33	10.0
100-20-55200-230	ELECTRICAL/PARKS & GROUNDS	.00	.00	500.00	500.00	.0
100-20-55200-232	CONCRETE	.00	.00	300.00	300.00	.0
100-20-55200-300	FACILITY EQUIPMENT/PARKS&GROU	.00	1,090.00	1,000.00	(90.00)	109.0
100-20-55200-302	FACILITY MAINT/REPAIR/PARKS&GR	.00	538.02	4,500.00	3,961.98	12.0
100-20-55200-303	ELECTRICITY/HARBORSIDE/WETLAN	65.97	268.95	700.00	431.05	38.4
100-20-55200-353	EQUIPMENT REPAIR/MAINT/PARKS	6.49	152.25	2,500.00	2,347.75	6.1
100-20-55200-830	OTHER IMPR OUTLAY/PARKS/TREES	.00	3,150.20	31,000.00	27,849.80	10.2
100-20-55200-840	PROJECT OUTLAY/PARKS&GROUNDS	.00	.00	5,000.00	5,000.00	.0

VILLAGE OF EPHRAIM
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
100-20-55420-308 SEWER FEES/BEACH	136.40	136.40	500.00	363.60	27.3
TOTAL PUBLIC WORKS	26,492.05	155,725.96	451,102.59	295,376.63	34.5
<u>FIRE</u>					
100-50-52100-301 LAW ENFORCEMENT	.00	.00	5,000.00	5,000.00	.0
100-50-52200-100 SALARIES	1,520.84	6,083.36	19,500.00	13,416.64	31.2
100-50-52200-101 SS/MED	424.86	1,400.28	5,000.00	3,599.72	28.0
100-50-52200-102 RETIREMENT	141.86	413.99	800.00	386.01	51.8
100-50-52200-103 HEALTH INSURANCE	339.00	524.32	3,000.00	2,475.68	17.5
100-50-52200-105 WORKERS COMPENSATION	.00	268.28	1,000.00	731.72	26.8
100-50-52200-106 LOSA (AD)	.00	.00	8,000.00	8,000.00	.0
100-50-52200-211 PROPERTY INSURANCE	.00	701.00	713.95	12.95	98.2
100-50-52200-302 FACILITY MAINTENANCE/REPAIR	123.94	516.20	7,000.00	6,483.80	7.4
100-50-52200-304 LP GAS	.00	455.45	1,400.00	944.55	32.5
100-50-52200-310 VEHICLE FUEL	169.47	361.75	5,500.00	5,138.25	6.6
100-50-52200-312 CELLPHONE	49.43	148.29	800.00	651.71	18.5
100-50-52200-320 TRAINING/CONFERENCES	1,879.71	3,975.19	13,000.00	9,024.81	30.6
100-50-52200-333 OFFICE SUPPLIES/EXPENCES	.00	6.25	300.00	293.75	2.1
100-50-52200-335 PROFESSIONAL DUES/EXPENCES	.00	95.00	700.00	605.00	13.6
100-50-52200-340 VEHICLE INSURANCE	.00	2,646.72	5,996.98	3,350.26	44.1
100-50-52200-353 EQUIPMENT REPAIR/MAINTENANCE	967.44	2,555.62	27,000.00	24,444.38	9.5
100-50-52200-368 PREVENTION MATERIALS (AD)	.00	.00	300.00	300.00	.0
100-50-52200-369 FIRE NUMBER IMPROVEMENTS	.00	47.47	.00	(47.47)	.0
100-50-52200-370 PAGER MAINTENANCE	.00	.00	500.00	500.00	.0
100-50-52200-371 EQUIPMENT	3,536.29	10,101.20	40,000.00	29,898.80	25.3
100-50-52200-372 EPHRAIM FIRE CALLS	192.00	1,010.00	7,000.00	5,990.00	14.4
100-50-52200-373 MID DOOR FIRE CALLS	.00	253.00	.00	(253.00)	.0
100-50-52200-374 MUTUAL AID FIRE CALLS	288.00	648.00	8,500.00	7,852.00	7.6
100-50-52200-375 EPHRAIM FIRE MTGS	1,104.00	4,764.50	23,000.00	18,235.50	20.7
100-50-52200-376 MID DOOR FIRE MTGS	.00	.00	2,000.00	2,000.00	.0
100-50-52200-378 EPHRAIM EVENT CALLS	.00	.00	475.00	475.00	.0
100-50-52200-379 INSPECTION/DATA ENTRY (AD)	32.25	849.25	3,500.00	2,650.75	24.3
100-50-52200-810 EQUIPMENT OUTLAY	.00	555.49	4,000.00	3,444.51	13.9
100-50-52300-377 FIRST RESPONDER EXPENCES	.00	11,134.40	8,000.00	(3,134.40)	139.2
TOTAL FIRE	10,769.09	49,515.01	201,985.93	152,470.92	24.5
TOTAL FUND EXPENDITURES	100,824.02	704,402.20	1,549,567.35	845,165.15	45.5
NET REVENUE OVER EXPENDITURES	(77,993.40)	762,089.30	516,713.68	(245,375.62)	147.5

VILLAGE OF EPHRAIM
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 4 MONTHS ENDING APRIL 30, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
201-20-46410 WATER TEST REVENUE	3,060.00	5,697.75	36,100.00	30,402.25	15.8
201-20-48100 WATER ACCOUNT INTEREST	.00	125.56	.00	(125.56)	.0
TOTAL PUBLIC WORKS	3,060.00	5,823.31	36,100.00	30,276.69	16.1
TOTAL FUND REVENUE	3,060.00	5,823.31	36,100.00	30,276.69	16.1

VILLAGE OF EPHRAIM
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WASTEWATER</u>					
201-30-53700-110 PERSONNEL SERVICES	.00	.00	1,000.00	1,000.00	.0
201-30-53700-210 OTHER CONTRACTUAL SERVICE	.00	.00	9,000.00	9,000.00	.0
201-30-53700-331 POSTAGE	.00	41.24	1,000.00	958.76	4.1
201-30-53700-335 PROFESSIONAL DUES/EXPENSES	25.00	25.00	400.00	375.00	6.3
201-30-53700-397 WATER TESTING COSTS	.00	4,199.56	12,800.00	8,600.44	32.8
201-30-53700-398 WATER TESTING OPERATIONS EXP	54.65	874.37	8,400.00	7,525.63	10.4
201-30-53700-400 VEHICLE REPLACEMENT	.00	.00	3,500.00	3,500.00	.0
TOTAL WASTEWATER	79.65	5,140.17	36,100.00	30,959.83	14.2
TOTAL FUND EXPENDITURES	79.65	5,140.17	36,100.00	30,959.83	14.2
NET REVENUE OVER EXPENDITURES	2,980.35	683.14	.00	(683.14)	.0

VILLAGE OF EPHRAIM
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

DOCKS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DOCKS</u>					
202-40-46751	MOORINGS	.00	1,556.00	10,000.00	8,444.00 15.6
202-40-46752	SEASONAL SLIPS	4,410.00	57,993.62	82,000.00	24,006.38 70.7
202-40-46753	LAUNCHING FEES	50.00	50.00	10,000.00	9,950.00 .5
202-40-46754	TRANSIENT FEES	353.10	1,273.08	15,000.00	13,726.92 8.5
202-40-46755	SEASONAL DINGHY FEES	.00	106.00	1,500.00	1,394.00 7.1
202-40-46756	SEASONAL LAUNCH FEES	.00	.00	2,000.00	2,000.00 .0
202-40-48100	INTEREST INCOME	.00	689.71	500.00	(189.71) 137.9
	TOTAL DOCKS	4,813.10	61,668.41	121,000.00	59,331.59 51.0
	TOTAL FUND REVENUE	4,813.10	61,668.41	121,000.00	59,331.59 51.0

VILLAGE OF EPHRAIM
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

DOCKS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DOCKS</u>					
202-40-55430-100 SALARIES	.00	.00	27,000.00	27,000.00	.0
202-40-55430-101 SS/MED	.00	.00	900.00	900.00	.0
202-40-55430-105 WORKERS COMPENSATION	.00	158.62	660.02	501.40	24.0
202-40-55430-110 PERSONEL SERVICES	.00	.00	19,900.00	19,900.00	.0
202-40-55430-211 PROPERTY INSURANCE	.00	5,300.00	5,398.20	98.20	98.2
202-40-55430-303 ELECTRICITY	169.63	628.05	1,800.00	1,171.95	34.9
202-40-55430-307 WATER TREATMENT	.00	.00	1,000.00	1,000.00	.0
202-40-55430-308 SEWER FEES	124.00	124.00	496.00	372.00	25.0
202-40-55430-309 INTERNET	109.99	435.94	1,000.00	564.06	43.6
202-40-55430-312 CELLPHONE	22.66	67.98	600.00	532.02	11.3
202-40-55430-331 POSTAGE	.00	41.24	175.00	133.76	23.6
202-40-55430-333 OFFICE SUPPLIES/EXPESES	.00	.00	1,200.00	1,200.00	.0
202-40-55430-334 COMPUTER SUPPLIES/EXPENCES	.00	.00	2,000.00	2,000.00	.0
202-40-55431-240 BUOYS & PLACEMENT	246.73	246.73	7,500.00	7,253.27	3.3
202-40-55431-360 DOCK REPAIR	289.56	984.12	8,000.00	7,015.88	12.3
202-40-55431-361 DOCK EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
202-40-55431-362 MINOR PROJECTS	73.76	432.18	10,000.00	9,567.82	4.3
202-40-55431-810 EQUIPMENT OUTLAY	.00	.00	31,870.78	31,870.78	.0
TOTAL DOCKS	1,036.33	8,418.86	121,000.00	112,581.14	7.0
TOTAL FUND EXPENDITURES	1,036.33	8,418.86	121,000.00	112,581.14	7.0
NET REVENUE OVER EXPENDITURES	3,776.77	53,249.55	.00	(53,249.55)	.0

VILLAGE OF EPHRAIM
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WASTEWATER</u>					
610-30-41900 MISC NONOPERATING INCOME/TAX	.00	128,059.00	128,059.00	.00	100.0
610-30-45190 0.045 LATE CHARGE-SEWERED CUS	16.03	16.03	1,500.00	1,483.97	1.1
610-30-46410 SEWER CHARGES	.00	94,122.32	376,669.00	282,546.68	25.0
610-30-46411 HOLDING TANK/SEPTIC CHARGES	927.97	2,716.32	24,000.00	21,283.68	11.3
610-30-46730 MISC RENTALS/SERVICES	.00	.00	1,000.00	1,000.00	.0
610-30-48100 INTEREST ON INVESTMENTS	.00	9,152.52	.00	(9,152.52)	.0
610-30-48400 MISC INCOME/LAWSUIT SETTLEMEN	.00	.00	1,400.00	1,400.00	.0
610-30-48410 WATER TEST LABOR INCOME	.00	.00	9,000.00	9,000.00	.0
610-30-49200 TRANSFERS IN OTHER FUNDS - WW	.00	.00	3,500.00	3,500.00	.0
TOTAL WASTEWATER	944.00	234,066.19	545,128.00	311,061.81	42.9
TOTAL FUND REVENUE	944.00	234,066.19	545,128.00	311,061.81	42.9

VILLAGE OF EPHRAIM
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING APRIL 30, 2024

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WASTEWATER</u>					
610-30-54270-601	2,107.67	2,107.67	.00	(2,107.67)	.0
610-30-57401-100	12,036.88	52,379.20	148,201.38	95,822.18	35.3
610-30-57401-101	812.16	3,578.62	11,337.41	7,758.79	31.6
610-30-57401-102	830.54	3,614.12	10,077.69	6,463.57	35.9
610-30-57401-103	3,751.08	14,774.73	41,140.31	26,365.58	35.9
610-30-57401-104	148.19	592.76	2,000.00	1,407.24	29.6
610-30-57401-105	.00	2,168.90	9,024.86	6,855.96	24.0
610-30-57401-200	.00	.00	1,000.00	1,000.00	.0
610-30-57401-211	.00	7,334.00	7,468.66	134.66	98.2
610-30-57401-306	381.71	1,463.13	3,600.00	2,136.87	40.6
610-30-57401-310	191.10	567.89	2,500.00	1,932.11	22.7
610-30-57401-311	1,039.24	1,146.16	4,000.00	2,853.84	28.7
610-30-57401-312	88.65	280.95	600.00	319.05	46.8
610-30-57401-320	155.26	1,379.72	8,000.00	6,620.28	17.3
610-30-57401-331	.00	.00	500.00	500.00	.0
610-30-57401-333	.00	.00	250.00	250.00	.0
610-30-57401-334	287.00	729.75	1,500.00	770.25	48.7
610-30-57401-335	.00	330.00	4,000.00	3,670.00	8.3
610-30-57401-337	4,172.58	4,172.58	5,000.00	827.42	83.5
610-30-57401-340	.00	715.14	1,620.35	905.21	44.1
610-30-57401-343	.00	.00	1,500.00	1,500.00	.0
610-30-57401-344	.00	.00	450.00	450.00	.0
610-30-57401-387	.00	13.99	500.00	486.01	2.8
610-30-57401-389	89.68	135.03	1,000.00	864.97	13.5
610-30-57402-210	49.28	464.21	2,000.00	1,535.79	23.2
610-30-57402-303	1,928.26	7,859.69	27,000.00	19,140.31	29.1
610-30-57402-304	274.60	1,451.78	1,500.00	48.22	96.8
610-30-57402-351	206.91	298.38	1,300.00	1,001.62	23.0
610-30-57402-380	.00	.00	9,000.00	9,000.00	.0
610-30-57402-381	.00	805.86	3,000.00	2,194.14	26.9
610-30-57402-382	164.99	4,136.19	2,000.00	(2,136.19)	206.8
610-30-57402-383	.00	303.91	20,000.00	19,696.09	1.5
610-30-57402-385	382.53	1,233.10	10,000.00	8,766.90	12.3
610-30-57402-386	.00	.00	2,600.00	2,600.00	.0
610-30-57402-390	.00	2,300.00	4,500.00	2,200.00	51.1
610-30-57402-810	.00	8,500.00	7,500.00	(1,000.00)	113.3
610-30-57403-303	612.66	1,928.87	7,200.00	5,271.13	26.8
610-30-57403-304	.00	.00	1,000.00	1,000.00	.0
610-30-57403-384	6,463.60	6,933.55	12,500.00	5,566.45	55.5
610-30-57404-810	50,308.50	83,579.70	10,698.33	(72,881.37)	781.2
TOTAL WASTEWATER	86,483.07	217,279.58	387,068.99	169,789.41	56.1
TOTAL FUND EXPENDITURES	86,483.07	217,279.58	387,068.99	169,789.41	56.1
NET REVENUE OVER EXPENDITURES	(85,539.07)	16,786.61	158,059.01	141,272.40	10.6

Village of Ephraim Physical Facilities/Utilities April Maintenance Manager Report

Work done in April:

- Cleaning of Administration Building, Library, and Village Hall.
- Attended Fyr-Bal planning meeting.
- Turned on water to all buildings and completed repairs to broken water lines as needed.
- Thatching of all properties.
- Reset water bib heights along shorefront.
- Poured 4 concrete slabs for garbage cans.
- Mulching began on Village Properties.
- Removed slit fence from beach and leveled beach along with 1st tilling.
- Door County Highway swept roadways.
- Road prepping began for paving operations within the next month.
- Patching of potholes
- Deep cleaning all Public Restrooms.
- Conducted Snow & Ice Removal 1 time.
- Cleared parking lot and walkway until end of Election due to snowstorm.
- Clean up of downed trees following heavy snow and wind.
- Generator ran 70 hours straight to keep Administration and Fire Station in operation during Power Outage.
- Placed benches for season.
- Brought down Buoys, Channel Markers and Moorings from dump.
- Installed Launch Dock.
- Reset Historical Rock across from Village Hall.
- Contacted JF Construction to get on schedule for work on German Road that was approved at the Board Level.

Respectfully Submitted

Justin MacDonald
Maintenance Manager
jmacdonald@ephrain.wi.gov
920-495-0039



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

EPHRAIM RUNS: 4

04/03/24 2908 German Rd.	5 Firefighters	Wires down/Secure area
04/03/24 Village Wide	6 Firefighters	Assist with Trees Down
04/24/24 2854 Shannon Sq.	6 Firefighters	Structure Fire/Extinguish

EPRHAIM EMR CALLS: 3

MUTUAL AID (MA) AUTO AID (AA) or MABAS RUNS: 3

04/12/24 GFD 9665 Maple Grove Rd.	9 Firefighters	Secure LZ for Helo
04/15/24 BHFD 8455 CTY Q	5 Firefighters	Brush Fire/Assist on scene
04/25/24 BHFD 8288 STH 57	7 Firefighters	Missing Child/Cancelled enroute

YEAR TO DATE FIRE CALLS: 14 YEAR TO DATE EMS CALLS: 13

TRAINING COMPLETED:

Ephraim Home Meeting:

Our 1st Home meeting was conducted on April 4th and was Wildland Fire Review. Firefighters reviewed operations of Brush Truck, Wildland Fire Attack, Various tools used for wildland fire and general wildland fire safety guidelines. Review of calls and discussion on upcoming training was held. 10 Firefighters participated in this training.

Ephraim 2nd Meeting:

Our 2nd monthly training was conducted on Thursday April 18th, this was pump operations. Firefighters practiced drafting with Engine 408, Pump operations on Brush 417, nursing Brush 417 with Tender 415 and Fill Site operations. 6 Firefighters participated in this training.

Other Training:

-EMR's attended monthly training.

Other:

- Chief MacDonald began fire inspections for business that applied for Alcohol Licenses.
- Truck Checks were completed and any minor repairs were conducted if needed.
- Chief MacDonald, Assistant Chief Rockwell, Captain J. Stahl, and FF N. Stahl attended the FDIC Tradeshow in Indianapolis to meet with vendors regarding starting to get specs on a new Mini Pumper.
- Chief MacDonald, Assistant Chief Rockwell, and FF T. Penchoff assisted with Investigation of Fire on Shannon Square with Egg Harbor Fire Investigator Ashley Staats.
- Chief MacDonald meet with Insurance Fire Investigator for Fire on Shannon Square.

Respectfully Submitted
Fire Chief
Justin MacDonald

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
13 FRONTIER									
0737-100501	1	Phone Charges-WW 262-159-0737	Invoice	04/25/2024	05/15/2024	380.64		380.64	610-30-5740
Total 0737-100501-5-4-24:						380.64	.00	380.64	
0798-100501	1	Phone Charges-Admin 262-159-0798	Invoice	04/25/2024	05/15/2024	59.05		59.05	100-10-5160
Total 0798-100501-5-4-24:						59.05	.00	59.05	
Total 13 FRONTIER:						439.69	.00	439.69	
16 HAMMERSMITH TV									
10087590	1	Lights & Covers for Plant MCC	Invoice	04/12/2024	05/15/2024	178.42		178.42	610-30-5740
Total 10087590:						178.42	.00	178.42	
Total 16 HAMMERSMITH TV:						178.42	.00	178.42	
18 FERRELLGAS									
1126446174	1	Propane Admin	Invoice	04/01/2024	05/15/2024	300.03		300.03	100-10-5160
Total 1126446174:						300.03	.00	300.03	
1126447505	1	Propane WW	Invoice	04/01/2024	05/15/2024	162.58		162.58	610-30-5740
Total 1126447505:						162.58	.00	162.58	
1126447506	1	Propane Maint	Invoice	04/01/2024	05/15/2024	301.35		301.35	100-20-5332
Total 1126447506:						301.35	.00	301.35	
1126514759	1	Propane VH	Invoice	04/08/2024	05/15/2024	490.54		490.54	100-10-5160
Total 1126514759:						490.54	.00	490.54	
1126648608	1	Propane VH	Invoice	04/22/2024	05/15/2024	413.22		413.22	100-10-5160
Total 1126648608:						413.22	.00	413.22	
Total 18 FERRELLGAS:						1,667.72	.00	1,667.72	
24 WISCONSIN PUBLIC SERVICE									
0403256491-	1	Streetlights	Invoice	04/26/2024	05/15/2024	687.58		687.58	100-20-5342
Total 0403256491-22-4-24:						687.58	.00	687.58	
Total 24 WISCONSIN PUBLIC SERVICE:						687.58	.00	687.58	
47 CINDY NELSON									
EL TRAININ	1	2024/2025 Election Training	Invoice	03/21/2024	05/15/2024	15.00		15.00	100-10-5144
Total EL TRAINING:						15.00	.00	15.00	
Total 47 CINDY NELSON:						15.00	.00	15.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
48 GOING GARBAGE									
4-18-24	1	Grit at WW	Invoice	04/18/2024	05/15/2024	77.27		77.27	610-30-5740
Total 4-18-24:						77.27	.00	77.27	
Total 48 GOING GARBAGE:						77.27	.00	77.27	
53 NORTHERN DOOR COMMUNICATIONS									
30059	1	Monitor VI Pager	Invoice	01/27/2024	05/15/2024	545.95		545.95	100-50-5220
Total 30059:						545.95	.00	545.95	
30073	1	MIN6 Channel Selector Knob	Invoice	04/11/2024	05/15/2024	10.85		10.85	100-50-5220
Total 30073:						10.85	.00	10.85	
30076	1	VHF Replacement Antenna, Beltclip	Invoice	05/06/2024	05/15/2024	31.60		31.60	100-50-5220
Total 30076:						31.60	.00	31.60	
Total 53 NORTHERN DOOR COMMUNICATIONS:						588.40	.00	588.40	
64 CULLIGAN									
4-4-24	1	Salt for Water Softener	Invoice	04/04/2024	05/15/2024	22.95		22.95	610-30-5740
Total 4-4-24:						22.95	.00	22.95	
Total 64 CULLIGAN:						22.95	.00	22.95	
138 COUNTY OF DOOR - RYAN SCHLEY									
2024-330001	1	Culvert Work	Invoice	04/25/2024	05/15/2024	14,159.56		14,159.56	100-20-5330
Total 2024-33000124:						14,159.56	.00	14,159.56	
Total 138 COUNTY OF DOOR - RYAN SCHLEY:						14,159.56	.00	14,159.56	
139 HOCKERS EXCAVATING									
3748	1	Tub Grinder & Trucking, 924 Cat Load	Invoice	03/22/2024	05/15/2024	2,185.00		2,185.00	100-20-5520
Total 3748:						2,185.00	.00	2,185.00	
Total 139 HOCKERS EXCAVATING:						2,185.00	.00	2,185.00	
235 QUILL CORPORATION									
38089095	1	Office Supplies	Invoice	04/08/2024	05/15/2024	72.07		72.07	100-10-5140
Total 38089095:						72.07	.00	72.07	
38279535	1	Office Supplies	Invoice	04/17/2024	05/15/2024	50.99		50.99	100-10-5140
Total 38279535:						50.99	.00	50.99	
Total 235 QUILL CORPORATION:						123.06	.00	123.06	
252 MARTIN SYSTEMS INC									
22938-24	1	VH-Door Lock	Invoice	04/01/2024	05/15/2024	2,329.61		2,329.61	100-20-5330

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 22938-24:						2,329.61	.00	2,329.61	
Total 252 MARTIN SYSTEMS INC:						2,329.61	.00	2,329.61	
342 BIWER WELDING									
24109	1	4x8x1/2 No 6 Grating	Invoice	03/27/2024	05/15/2024	120.00		120.00	100-20-5520
24109	2	Snowplow Repair	Invoice	03/27/2024	05/15/2024	160.00		160.00	610-30-5740
Total 24109:						280.00	.00	280.00	
Total 342 BIWER WELDING:						280.00	.00	280.00	
376 JEFFERSON FIRE & SAFETY INC									
IN313812	1	5 Gal Shield Solutions Wash & Wax	Invoice	04/18/2024	05/15/2024	95.55		95.55	100-50-5220
Total IN313812:						95.55	.00	95.55	
Total 376 JEFFERSON FIRE & SAFETY INC:						95.55	.00	95.55	
421 CUMMINS SALES AND SERVICES									
F4-60246	1	VH Generator Maintenance	Invoice	04/26/2024	05/15/2024	606.22		606.22	100-20-5332
Total F4-60246:						606.22	.00	606.22	
Total 421 CUMMINS SALES AND SERVICES:						606.22	.00	606.22	
529 KEITH KRIST									
BOA-4-24	1	BOA Meeting 4/30/2024	Invoice	04/30/2024	05/15/2024	30.00		30.00	100-10-5144
Total BOA-4-24:						30.00	.00	30.00	
Total 529 KEITH KRIST:						30.00	.00	30.00	
543 CELLCOM WISCONSIN RSA 10									
224041	1	Cell Phone Charges-Spartan Go Cam	Invoice	04/22/2024	05/15/2024	30.45		30.45	100-20-5300
224041	2	Cell Phone Charges- Maintenance	Invoice	04/22/2024	05/15/2024	37.57		37.57	100-20-5300
224041	3	Cell Phone Charges-Admin	Invoice	04/22/2024	05/15/2024	61.06		61.06	100-10-5140
224041	4	Cell Phone Charges-WW	Invoice	04/22/2024	05/15/2024	73.56		73.56	610-30-5740
224041	5	Cell Phone Charges-FD	Invoice	04/22/2024	05/15/2024	26.77		26.77	100-50-5220
224041	6	Cell Phone Charges-FD	Invoice	04/22/2024	05/15/2024	22.57		22.57	100-50-5220
224041	7	Cell Phone Charges-Marina	Invoice	04/22/2024	05/15/2024	22.57		22.57	202-40-5543
Total 224041:						274.55	.00	274.55	
Total 543 CELLCOM WISCONSIN RSA 10:						274.55	.00	274.55	
593 ANDERSON FAMILY PROPERTIES LLC									
TAXES-2023	1	Ground Lease at Anderson Dock	Invoice	04/26/2024	05/15/2024	3,217.71		3,217.71	100-10-5140
Total TAXES-2023:						3,217.71	.00	3,217.71	
Total 593 ANDERSON FAMILY PROPERTIES LLC:						3,217.71	.00	3,217.71	
605 NORTHERN LAKE SERVICE INC									
2406378	1	Ammonia Test-April 2024	Invoice	04/26/2024	05/15/2024	22.44		22.44	610-30-5740

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 2406378:						22.44	.00	22.44	
Total 605 NORTHERN LAKE SERVICE INC:						22.44	.00	22.44	
722 APPEL OUTDOOR MAINTENANCE									
7003	1	2024 Lawn Fertilizing/ Airing	Invoice	04/27/2024	05/15/2024	3,483.27		3,483.27	100-20-5364
Total 7003:						3,483.27	.00	3,483.27	
Total 722 APPEL OUTDOOR MAINTENANCE:						3,483.27	.00	3,483.27	
730 KAREN McMURTRY									
BOA-4-24	1	BOA Meeting 4/30/2024	Invoice	04/30/2024	05/15/2024	30.00		30.00	100-10-5144
Total BOA-4-24:						30.00	.00	30.00	
Total 730 KAREN McMURTRY:						30.00	.00	30.00	
759 DOOR COUNTY PIGGLY WIGGLY									
2514	1	H2O-Maintenance	Invoice	04/22/2024	05/15/2024	10.35		10.35	100-20-5332
Total 2514:						10.35	.00	10.35	
Total 759 DOOR COUNTY PIGGLY WIGGLY:						10.35	.00	10.35	
832 MCMAHON ASSOCIATES INC.									
00934611	1	Facility Plant Amendment - 2025 Needs	Invoice	04/11/2024	05/15/2024	5,100.00		5,100.00	610-30-5740
Total 00934611:						5,100.00	.00	5,100.00	
Total 832 MCMAHON ASSOCIATES INC.:						5,100.00	.00	5,100.00	
835 IRONBROOK PARTNERS									
8914	1	UV System Rebuild	Invoice	04/24/2024	05/15/2024	35,160.00		35,160.00	610-30-5740
Total 8914:						35,160.00	.00	35,160.00	
Total 835 IRONBROOK PARTNERS:						35,160.00	.00	35,160.00	
864 CHARTER COMMUNICATIONS									
1712055010	1	Internet -Admin	Invoice	05/01/2024	05/15/2024	89.99		89.99	100-10-5160
1712055010	2	Phone Charges-Admin	Invoice	05/01/2024	05/15/2024	139.47		139.47	100-10-5160
Total 171205501050124:						229.46	.00	229.46	
2287829010	1	VoIP Charges-Admin	Invoice	05/01/2024	05/15/2024	194.11		194.11	100-10-5160
Total 228782901050124:						194.11	.00	194.11	
Total 864 CHARTER COMMUNICATIONS:						423.57	.00	423.57	
879 HERLACHE SMALL ENGINE INC									
167542	1	4x Oil Filters	Invoice	04/09/2024	05/15/2024	80.00		80.00	100-50-5220
Total 167542:						80.00	.00	80.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
167624	1	2x Belts for Leaf Sucker	Invoice	04/16/2024	05/15/2024	133.90		133.90	100-20-5520
Total 167624:						133.90	.00	133.90	
Total 879 HERLACHE SMALL ENGINE INC:						213.90	.00	213.90	
892 BRAD RASMUSSEN									
REMIB2024	1	Mileage Reimbursement=On Call	Invoice	04/03/2024	05/15/2024	34.84		34.84	610-30-5740
Total REMIB2024:						34.84	.00	34.84	
Total 892 BRAD RASMUSSEN:						34.84	.00	34.84	
988 P.J. KORTENS COMPANY INC									
10024830	1	Annual Service Call	Invoice	04/17/2024	05/15/2024	716.40		716.40	610-30-5740
Total 10024830:						716.40	.00	716.40	
10024847	1	Investigate, Repair SCADA	Invoice	04/29/2024	05/15/2024	1,278.40		1,278.40	610-30-5740
Total 10024847:						1,278.40	.00	1,278.40	
Total 988 P.J. KORTENS COMPANY INC:						1,994.80	.00	1,994.80	
1047 GFL ENVIRONMENTAL									
U500000710	1	Trash-5/1-5/31/24	Invoice	04/19/2024	05/15/2024	231.10		231.10	100-20-5362
Total U50000071089:						231.10	.00	231.10	
U500000710	1	Recycle-5/1-5/31/2024	Invoice	04/19/2024	05/15/2024	861.76		861.76	100-20-5362
Total U50000071090:						861.76	.00	861.76	
Total 1047 GFL ENVIRONMENTAL:						1,092.86	.00	1,092.86	
1064 KIM ROBERTS									
MAY2024	1	Phone Reimbursement-May 2024	Invoice	05/01/2024	05/15/2024	15.00		15.00	100-10-5140
Total MAY2024:						15.00	.00	15.00	
Total 1064 KIM ROBERTS:						15.00	.00	15.00	
1190 DANIEL OAKLEY									
MAY2024	1	Cell Phone Reimbursement-May 2024	Invoice	05/01/2024	05/15/2024	15.00		15.00	610-30-5740
Total MAY2024:						15.00	.00	15.00	
Total 1190 DANIEL OAKLEY:						15.00	.00	15.00	
1255 AMUNDSEN DAVIS									
759791	1	Attorney Fees	Invoice	04/10/2024	05/15/2024	610.00		610.00	100-10-5130
Total 759791:						610.00	.00	610.00	
762089	1	Attorney Fees	Invoice	04/30/2024	05/15/2024	610.00		610.00	100-10-5130

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 762089:						610.00	.00	610.00	
Total 1255 AMUNDSEN DAVIS:						1,220.00	.00	1,220.00	
1257 JAKE BASTIAN									
MAY2024	1	Phone Reimbursement-May 2024	Invoice	05/01/2024	05/15/2024	15.00		15.00	100-20-5300
Total MAY2024:						15.00	.00	15.00	
REIMB2024	1	Mileage Reimbursement-On Call	Invoice	04/07/2024	05/15/2024	8.04		8.04	610-30-5740
Total REIMB2024:						8.04	.00	8.04	
Total 1257 JAKE BASTIAN:						23.04	.00	23.04	
1265 WISCONSIN BUILDING SUPPLY									
2437196	1	Expansion Joint Strips & 1/2x10 Rubber	Invoice	04/24/2024	05/15/2024	84.13		84.13	100-20-5520
Total 2437196:						84.13	.00	84.13	
2440915	1	Concrete Mixer Rental	Invoice	04/25/2024	05/15/2024	30.00		30.00	100-20-5332
Total 2440915:						30.00	.00	30.00	
2440923	1	40 Bags of Quick Concrete	Invoice	04/25/2024	05/15/2024	399.60		399.60	100-20-5520
Total 2440923:						399.60	.00	399.60	
2457889	1	Pine Strip & Casing Nails	Invoice	05/03/2024	05/15/2024	39.11		39.11	100-20-5332
Total 2457889:						39.11	.00	39.11	
2457996	1	Exterior Wood Deck 75pk	Invoice	05/03/2024	05/15/2024	9.99		9.99	100-20-5332
Total 2457996:						9.99	.00	9.99	
Total 1265 WISCONSIN BUILDING SUPPLY:						562.83	.00	562.83	
1273 INSPECTION SPECIALIST LLC									
APRIL2024	1	Building Permits	Invoice	04/30/2024	05/15/2024	1,070.00		1,070.00	100-10-4431
Total APRIL2024:						1,070.00	.00	1,070.00	
Total 1273 INSPECTION SPECIALIST LLC:						1,070.00	.00	1,070.00	
1285 ACE HARDWARE SISTER BAY									
2727	1	2x Flanges	Invoice	05/01/2024	05/15/2024	3.58		3.58	100-20-5520
Total 2727:						3.58	.00	3.58	
2903	1	Flush Lever	Invoice	05/06/2024	05/15/2024	13.99		13.99	100-20-5520
Total 2903:						13.99	.00	13.99	
Total 1285 ACE HARDWARE SISTER BAY:						17.57	.00	17.57	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1292 NORTHERN DOOR PAINTING									
03	1	Library-Interior Painting-50% VOE	Invoice	03/24/2024	05/15/2024	800.00		800.00	100-20-5520
Total 03:						800.00	.00	800.00	
Total 1292 NORTHERN DOOR PAINTING:						800.00	.00	800.00	
1294 MACQEEN EMERGENCY									
P28260	1	FDIC 23 Hot D	Invoice	04/09/2024	05/15/2024	8,000.00		8,000.00	100-50-5220
Total P28260:						8,000.00	.00	8,000.00	
Total 1294 MACQEEN EMERGENCY:						8,000.00	.00	8,000.00	
1295 CLIMATE CHANGE COALITION OF DOOR COUNTY									
1014	1	Tree Seedlings -Trays with 18 Trees Ea	Invoice	05/01/2024	05/15/2024	162.00		162.00	100-20-5520
Total 1014:						162.00	.00	162.00	
Total 1295 CLIMATE CHANGE COALITION OF DOOR COUNTY:						162.00	.00	162.00	
1296 STEVE SAUTER									
BOA-4-24	1	BOA Meeting 4-30-2024	Invoice	04/30/2024	05/15/2024	30.00		30.00	100-10-5144
Total BOA-4-24:						30.00	.00	30.00	
Total 1296 STEVE SAUTER:						30.00	.00	30.00	
9010 FRED BRIDENHAGEN									
BOA-4-24	1	BOA Meeting 4-30-2024	Invoice	04/30/2024	05/15/2024	30.00		30.00	100-10-5144
Total BOA-4-24:						30.00	.00	30.00	
Total 9010 FRED BRIDENHAGEN:						30.00	.00	30.00	
9077 DOOR COUNTY COOPERATIVE									
269714	1	Oil & Air Filter, Spark Plugs	Invoice	04/24/2024	05/15/2024	353.72		353.72	100-20-5331
Total 269714:						353.72	.00	353.72	
Total 9077 DOOR COUNTY COOPERATIVE:						353.72	.00	353.72	
9090 EVENSON LAUNDRY & CLEANERS									
769695	1	WW Rug Rental	Invoice	04/26/2024	05/15/2024	28.55		28.55	201-30-5370
Total 769695:						28.55	.00	28.55	
Total 9090 EVENSON LAUNDRY & CLEANERS:						28.55	.00	28.55	
9168 SARA GLENN									
BOA-4-24	1	BOA Meeting 4/30/2024	Invoice	04/30/2024	05/15/2024	30.00		30.00	100-10-5144
Total BOA-4-24:						30.00	.00	30.00	
Total 9168 SARA GLENN:						30.00	.00	30.00	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
9186 ASSOCIATED APPRAISALCONSULTANTS INC									
174068	1	Assessor Fees	Invoice	05/01/2024	05/15/2024	707.53		707.53	100-10-5153
Total 174068:						707.53	.00	707.53	
Total 9186 ASSOCIATED APPRAISALCONSULTANTS INC:						707.53	.00	707.53	
9189 CENTERPOINTE YACHT SERVICES LLC									
2369	1	6V Commercial Battery	Invoice	04/29/2024	05/15/2024	111.99		111.99	100-50-5220
Total 2369:						111.99	.00	111.99	
Total 9189 CENTERPOINTE YACHT SERVICES LLC:						111.99	.00	111.99	
9204 PROFESSIONAL SUPPLY									
1087757	1	Janitorial Supplies	Invoice	04/16/2024	05/15/2024	336.93		336.93	100-20-5332
Total 1087757:						336.93	.00	336.93	
Total 9204 PROFESSIONAL SUPPLY:						336.93	.00	336.93	
9260 WEST MARINE PRO									
7188	1	Cooler - FD- Tax Exempt	Invoice	04/10/2024	05/15/2024	99.99		99.99	100-50-5220
Total 7188:						99.99	.00	99.99	
Total 9260 WEST MARINE PRO:						99.99	.00	99.99	
9279 PENINSULA PULSE LLC									
32566	1	Legal Notice-BOR Meeting	Invoice	05/01/2024	05/15/2024	125.41		125.41	100-10-5140
32566	2	Legal Notice	Invoice	05/01/2024	05/15/2024	27.37		27.37	100-10-5140
32566	3	Alcohol License Application	Invoice	05/01/2024	05/15/2024	173.77		173.77	100-10-5140
Total 32566:						326.55	.00	326.55	
Total 9279 PENINSULA PULSE LLC:						326.55	.00	326.55	
9290 ANDREA COLLAK									
MAY2024	1	Cell Phone Reimbursement-May 2024	Invoice	05/01/2024	05/15/2024	30.00		30.00	100-10-5140
Total MAY2024:						30.00	.00	30.00	
Total 9290 ANDREA COLLAK:						30.00	.00	30.00	
Total :						88,515.02	.00	88,515.02	
Grand Totals:						88,515.02	.00	88,515.02	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-10-44310	1,070.00	.00	1,070.00
100-10-51300-200	1,220.00	.00	1,220.00

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-10-51400-312	106.06	.00	106.06
100-10-51400-333	296.83	.00	296.83
100-10-51400-336	152.78	.00	152.78
100-10-51400-343	3,217.71	.00	3,217.71
100-10-51440-320	15.00	.00	15.00
100-10-51440-342	150.00	.00	150.00
100-10-51530-210	707.53	.00	707.53
100-10-51600-304	300.03	.00	300.03
100-10-51600-306	392.63	.00	392.63
100-10-51600-309	89.99	.00	89.99
100-10-51601-304	903.76	.00	903.76
100-20-53000-312	83.02	.00	83.02
100-20-53302-810	2,329.61	.00	2,329.61
100-20-53302-820	14,159.56	.00	14,159.56
100-20-53310-311	353.72	.00	353.72
100-20-53322-301	10.35	.00	10.35
100-20-53322-302	655.32	.00	655.32
100-20-53322-304	301.35	.00	301.35
100-20-53322-350	336.93	.00	336.93
100-20-53322-352	30.00	.00	30.00
100-20-53420-303	687.58	.00	687.58
100-20-53620-210	861.76	.00	861.76
100-20-53621-210	231.10	.00	231.10
100-20-53640-210	3,483.27	.00	3,483.27
100-20-55200-225	2,185.00	.00	2,185.00
100-20-55200-228	162.00	.00	162.00
100-20-55200-229	17.57	.00	17.57
100-20-55200-232	399.60	.00	399.60
100-20-55200-302	204.13	.00	204.13
100-20-55200-353	133.90	.00	133.90
100-20-55200-830	800.00	.00	800.00
100-50-52200-302	80.00	.00	80.00
100-50-52200-312	49.34	.00	49.34
100-50-52200-353	207.54	.00	207.54
100-50-52200-370	42.45	.00	42.45
100-50-52200-371	8,099.99	.00	8,099.99
100-50-52200-810	545.95	.00	545.95
201-30-53700-398	28.55	.00	28.55
202-40-55430-312	22.57	.00	22.57
610-30-57401-306	380.64	.00	380.64
610-30-57401-311	160.00	.00	160.00
610-30-57401-312	88.56	.00	88.56
610-30-57402-210	99.71	.00	99.71
610-30-57402-304	162.58	.00	162.58
610-30-57402-380	22.95	.00	22.95
610-30-57402-382	716.40	.00	716.40
610-30-57402-385	221.30	.00	221.30
610-30-57402-390	1,278.40	.00	1,278.40
610-30-57402-810	5,100.00	.00	5,100.00
610-30-57404-810	35,160.00	.00	35,160.00
Grand Totals:	88,515.02	.00	88,515.02

Summary by General Ledger Posting Period

<u>GL Posting Period</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
00/00	88,515.02	.00	88,515.02
Grand Totals:	<u>88,515.02</u>	<u>.00</u>	<u>88,515.02</u>

**VILLAGE OF EPHRAIM
NOTICE OF ZONING ORDINANCE PUBLIC HEARING
TUESDAY, MAY 14, 2024 – 7:00 PM**

**VILLAGE OF EPHRAIM
ORDINANCE NO. 02-2024
AN ORDINANCE AMENDING §17.40(1) OF THE EPHRAIM CODE OF ORDINANCE AS
IT RELATES TO FORMAL APPLICATIONS.**

SECTION I: Chapter §17 of the Ephraim Code of Ordinances is hereby amended to read as follows:

NEW LANGUAGE IN ***BOLD ITALICS***

17.40 FORMAL APPLICATION.

- 1) The content of a formal application for regular zoning or conditional use permits shall include floor plans, detailed elevations of all floors with complete dimensions, site plan, and a completed application. ***Building materials (roofing, siding, windows, doors, etc.) including colors are required as part of the formal application process by means of samples, catalog pictures, etc.***

CONSTRUCTION PARKING. *Because of safety issues related to increased traffic and vehicle congestion associated with property improvements, a construction parking plan including the construction start date and anticipated completion date shall be a part of the permitting process for all building and zoning permit applications in the Village of Ephraim and must allow for the safe passage of traffic. Bi-directional traffic flow on STH 42/Water Street cannot be restricted during the summer season between Memorial Day and Labor Day.*

Upon request by the Plan Committee and/or the Zoning Administrator, applicants may be required to provide additional information on:

- Landscaping plan with elevation contours and tree removal plans.
 - Erosion control plan pursuant to Chapter 16 of the Ephraim Municipal Code.
- 2) Documentation shall be provided that provisions have been made for safe and adequate water supply and disposal of sewage. The application shall also include a nonrefundable application fee in accordance with a schedule established by the Village Board. The Plan Committee may require purely administrative, no-fee permits for excluded developmental activities to allow Village records for taxation and other purposes.
 - 3) State approval stamps are not required at the time of application, but any Village approval shall be conditioned upon completion of all State reviews and approvals as required.

SECTION II: If any section, subsection, paragraph, or sentence of this ordinance is for any reason deemed unconstitutional or otherwise unenforceable by decision of any court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance.

SECTION III: This ordinance shall take effect upon its passage and publication according to the law as an amendment to the Village Zoning Code under the procedures prescribed by §62.23(d) Wis. Stats.

Passed and approved by the Village Board of Trustees at its regular meeting on the 9th day of April 2024.

VILLAGE OF EPHRIAM

BY: _____
Michael McCutcheon, Village President

Attest: _____
Andrea Collak, Clerk

Published this ____ day of _____ 2024

**VILLAGE OF EPHRAIM
NOTICE OF ZONING ORDINANCE PUBLIC HEARING
TUESDAY, MAY 14, 2024 – 7:00 PM**

**VILLAGE OF EPHRAIM
ORDINANCE NO. 03-2024
AN ORDINANCE AMENDING §14.02 OF THE EPHRAIM CODE OF ORDINANCE AS IT
RELATES TO BUILDING CODES – GENERAL INFORMATION.**

SECTION I: Chapter §14 of the Ephraim Code of Ordinances is hereby amended to read as follows:

NEW LANGUAGE IN ***BOLD ITALICS***

14.02 GENERAL INFORMATION.

1. **A CERTIFICATE OF USE** is also required for any change of use of a property involving the building of structures. An occupancy permit is required prior to the occupancy of any newly completed or remodeled structure or the whole or any part of any building that has not been continuously occupied for the previous twelve (12) months.
2. **WASTE DISPOSAL AND WATER SUPPLY.** No application for a permit shall be considered by the Building Inspector and Zoning Administrator without evidence that County and/or State health and sanitation approval has been granted for a sanitary waste disposal system and water supply. Further, no permit shall be considered without a letter from the Ephraim Utilities Committee approving sanitary waste disposal for the development.
3. **CONSTRUCTION PARKING.** Because of safety issues related to increased traffic and vehicle congestion associated with property improvements, a construction parking plan including the construction start date and anticipated completion date shall be a part of the permitting process for all building and zoning permit applications in the Village of Ephraim and must allow for the safe passage of traffic. Bi-directional traffic flow on STH 42/Water Street cannot be restricted during the summer season between Memorial Day and Labor Day.

SECTION II: If any section, subsection, paragraph, or sentence of this ordinance is for any reason deemed unconstitutional or otherwise unenforceable by decision of any court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance.

SECTION III: This ordinance shall take effect upon its passage and publication according to the law as an amendment to the Village Zoning Code under the procedures prescribed by §62.23(d) Wis. Stats.

Passed and approved by the Village Board of Trustees at its regular meeting on the 9th day of April 2024.

VILLAGE OF EPHRIAM

BY: _____
Michael McCutcheon, Village President

Attest: _____
Andrea Collak, Clerk

Published this ____ day of _____ 2024

VILLAGE OF EPHRAIM

FOUNDED 1853



**Public hearing regarding Rezoning of Parcels 121-01-12312744K1, 121-01-12312744K2 from Rural Residential to Commercial North
Tuesday, May 14, 2024, 7:00 p.m.
Ephraim Village Hall - 9996 Water St.**

At the regularly scheduled meeting of the Ephraim Board of Trustees on Tuesday, May 14, 2024 at 7:00 p.m, the board will be having a public hearing to consider a zoning change for the following:

- All of parcel 121-01-12312744K1
- All of parcel 121-01-12312744K2

These parcels are proposed to be changed from Rural Residential (R-R) to Commercial North (C-N). The intention is work is to re-draw the property line between 44K1 and 44K2 resulting two lots each comprised of 4.614 acres and rezone those lots that presently are residential to commercial.

Notice is being sent to all Ephraim property owners and neighboring municipalities within 300'. Comments may be made in person at the meeting or in writing to be received no later than 3:00 p.m. on Tuesday, May 14, 2024. Written comments via email at bbristol@ephrain.wi.gov will also be accepted. All written comments must include name and address of commenting residents.

	Date: <u>5 / 3 / 2024</u>
Andrea Collak, Clerk	<u>X</u> Village Administrative Office
	<u>X</u> Visitors' Center
	<u>X</u> Post Office
Kim Roberts, Deputy Clerk	<u>X</u> Website: ephrain.wi.gov
	<u>X</u> Emailed to WDOR Radio
	<u>X</u> Emailed to Peninsula Pulse

Administrative Office 10005 Norway Road PO Box 138 Ephraim WI 54211
Phone: (920) 854-5501 Fax: (920) 854-2072 E-Mail: office@ephrain.wi.gov

VILLAGE OF EPHRAIM

FOUNDED 1853



Public hearing regarding Rezoning of Parcels 121-01-12312744K1, 121-01-12312744K2 from Rural Residential to Commercial North

Tuesday, May 14, 2024, 7:00 p.m.

Ephraim Village Hall - 9996 Water St.

At the regularly scheduled meeting of the Ephraim Board of Trustees on Tuesday, May 14, 2024 at 7:00 p.m, the board will be having a public hearing to consider a zoning change for the following:

- All of parcel 121-01-12312744K1
- All of parcel 121-01-12312744K2

These parcels are proposed to be changed from Rural Residential (R-R) to Commercial North (C-N). The intention is work is to re-draw the property line between 44K1 and 44K2 resulting two lots each comprised of 4.614 acres and rezone those lots that presently are residential to commercial.

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	Date: <u>5 / 3 / 2024</u>
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Administrative Office 10005 Norway Road PO Box 138 Ephraim WI 54211

Phone: (920) 854-5501 Fax: (920) 854-2072 E-Mail: office@ephrain.wi.gov

JAMES R. SMITH
RICHARD A. HAUSER
JON R. PINKERT *
JENNIFER C. HOBART
AMY M. SULLIVAN
TYLER D. PLUFF
HANNAH J. SMITH
ZACHARY J. BUCHTA **



HERMAN J. LEASUM (1910-2006)
ROGER PINKERT (1940-2022)
JEFFERY M. WEIR (1937-2022)

454 KENTUCKY STREET
P.O. BOX 89
STURGEON BAY, WISCONSIN 54235-0089

RETIRED:
MARK A. JINKINS

TELEPHONE (920) 743-6505
FACSIMILE (920) 743-2041

NORTHERN DOOR OFFICE:
2294 SUNSET DRIVE
SISTER BAY, WISCONSIN 54234
TELEPHONE (920) 854-2616

* Court Commissioner
** Also Licensed in California

WRITER'S E-MAIL tpluff@pinkertlawfirm.com

February 9, 2024

Village of Ephraim
c/o Board of Trustees and Planning Committee
P.O. Box 138
Ephraim, WI 54211

RE: *PETITION TO REZONE TAX PARCEL ID NOS. 1210112312744K1 AND 1210112312744K2.*

Dear Village Plan Commission Members and Village Board Trustees,

I submit this letter in support of the petition to rezone Tax Parcels 1210112312744K1 and 1210112312744K2; (the "Properties") on behalf of my client, Carlin Hatch.

David G. Hatch is the owner of Tax Parcel No. 1210112312744K1 and Tax Parcel No. 1210112312744K2 ("Property Owner"). After the recent passing of Donette G. Hatch, the family is looking to adjust the boundaries of the Properties in order to bring some exciting locally family owned small business concepts to the Village community.

My client Carlin Hatch and his wife, Georgina Hatch, are the owners of The Jamaican Door. The Jamaican Door has been a part of the Ephraim and Northern Door community since its inception over six years ago. Currently the Jamaican Door is partnered with over twenty local businesses in the Ephraim and Door County community for retail and food service. The Jamaican Door has brought local favorites to Door County such as the Jamaican Door's Original Jerk Sauce and Cherry Jerk Sauce. The Jamaican Door currently serves its take on local Jamaican cuisine through pop-up dining at local establishments.

As a result of the overwhelming response to their pop-up dining, the Hatch Family is looking to establish a more permanent location within the Village. In conjunction with this permanent location, the Hatch Family is looking to celebrate its agricultural heritage in the Village by creating, Hatch's Coop. Hatch's Coop will invite visitors to experience the Hatch history of raising chickens and other livestock while being able to sample delicious food offerings. The family is looking to establish this new venture on the property currently

Concurrently, David Hatch is looking to establish a wood shop within the Village, along with other long term commercial activities. To accomplish their goal, they are looking to establish their business on the property currently owned by David G. Hatch.

In order to accomplish this, my client and the other property owners are looking to rezone the Properties from Rural Residential (RR) to Commercial Zoning (C). For the reasons listed below, the Village should permit the rezoning.

1. The Surrounding Properties Would Not be Harmed.

The Properties are currently located adjacent to the North Ephraim Business District. The Village's wastewater treatment facility is located south of the Properties. To the east of the Properties are multiple home businesses located across the street in the Town of Liberty Grove. All of the adjacent properties to the west are owned by either the Property Owners or family members of the Property Owners.

The rezoning will allow for the expansion of the North Ephraim Business District to allow for new local businesses without a negative effect on surrounding properties. The addition of more local businesses will support the area growth while not being inconsistent with surrounding uses.

Carlin Hatch is the owner of Tax Parcel No. 1210112312744J1 which is directly south of the Properties. Carlin and his family are looking to have the capability to expand their operations and therefore would be benefited by the rezoning.

Nathan Hatch is the owner of Tax Parcel No. 1210112312744J2 which is located between the property owned by Carlin Hatch and the Village's wastewater treatment facility.

The extension of the commercial district closer to the Village's wastewater treatment facility creates a logical continuation to the commercial district. Further, the expansion will allow the surrounding property owners to establish a permanent physical presence for their businesses in the Village and allow for entrepreneurial growth.

2. The Proposed Re-Zoning of the Properties Complies with the Village's Comprehensive Plan

The Village's Comprehensive Plan calls for working with the business community to retain seasonal economic vitality. The rezoning of the Properties will accomplish this goal and create economic vitality in the Village while preserving its unique charm and natural beauty.

The objective of the economic development plan for the Village is to make Ephraim a destination for art and fine galleries, unique shops and unhurried dining. In order to accomplish this objective, the Village implemented the following policies: encourage businesses to be open to the public year-round and encourage mixed-use properties throughout the appropriate districts. By expanding the Northern Commercial Zone to establish new year-round businesses, the Village will accomplish its objective while adhering to its policies.

Chapter 8 of the Comprehensive Plan details land use strategy. The objective of the commercial land use is to encourage harmonious and well-planned commercial developments and policies that will serve the needs of the business owners, Village residents and visitors. A policy implemented in order to achieve this objective is to keep an open and continual dialogue with local community business organizations and other business entities within the Village concerning their land use needs. The creation of local small businesses owned by community members will result in development that recognizes the history, importance, and character of the community while also serving the growing entrepreneurial need within the community.

3. The Expansion of the North Ephraim Business District is Beneficial to the Village.

Currently, commercial zoning within the Village has three sub districts, the Southern, Central, and Northern Commercial Zones. The rezoning will allow for the growth of local home-grown businesses which is consistent with the surrounding area of the Northern Commercial Zone. The Northern Commercial Zone contains many unique local businesses and shops. The addition of The Jamaican Door, Hatch's Coop and other commercial buildings will add to the unique shops within the Northern Commercial Zone and will benefit the entire community of Ephraim.

Based on the surrounding properties, the Comprehensive Plan, and the potential addition of local businesses to the Northern Commercial Zone, I would ask that the Planning Committee and the Village Board approve the rezoning petition.

Sincerely,

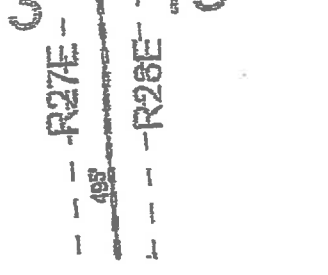
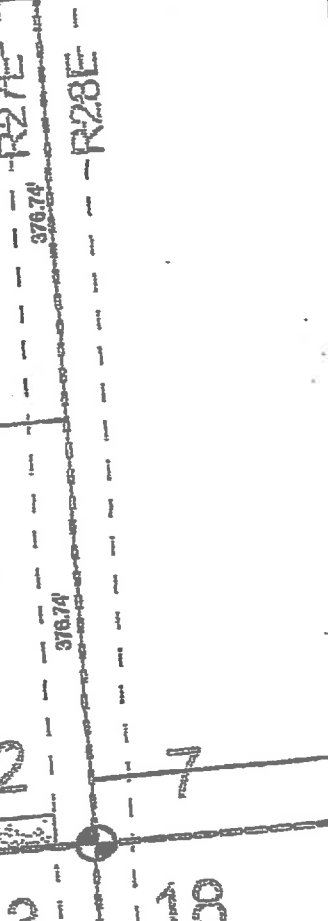
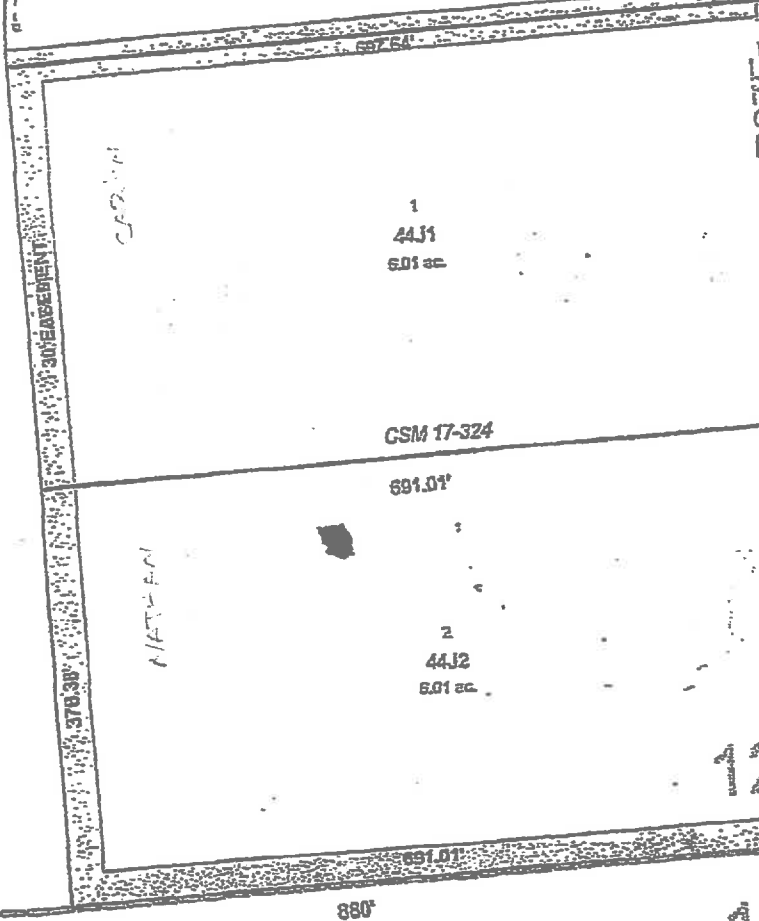
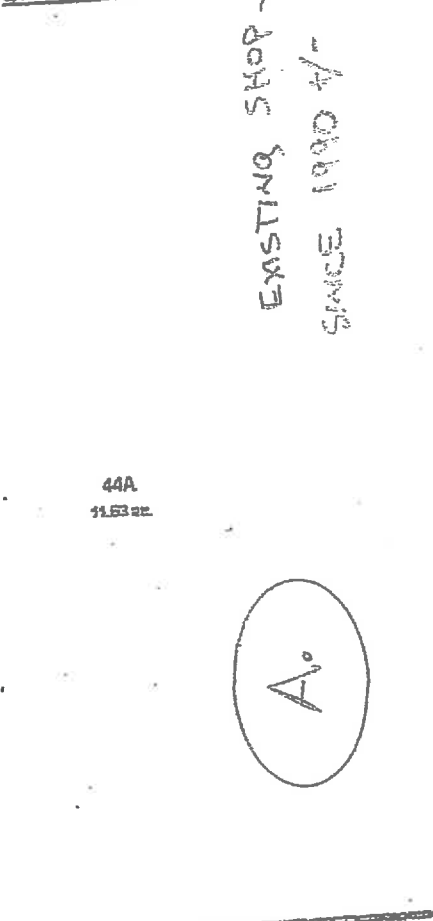
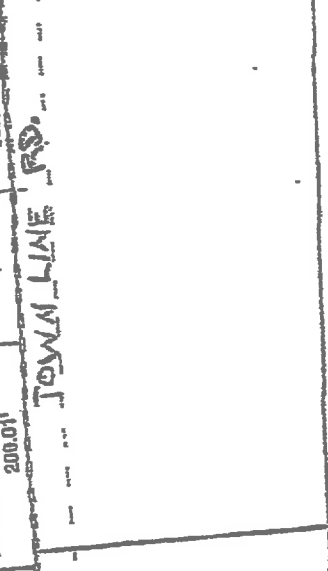
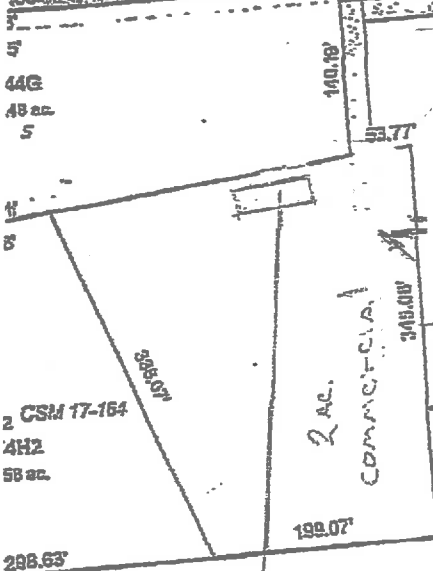
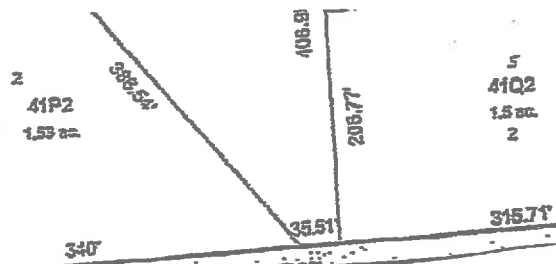
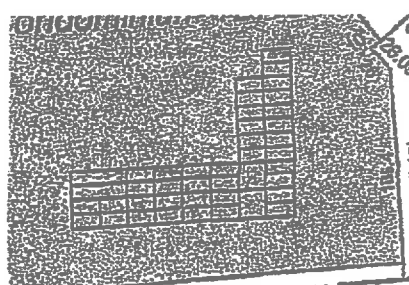
PINKERT LAW FIRM LLP



Tyler D. Pluff

TDP:mt

f:\clients\h\hatch carlin\plan commission letter 2-9-24.docx



EXISTING SHOP
SINCE 1990 +/-

A

DAVID

CARLIN

CARLIN

NEFECI

TOWN LINE RD.

R27E

R28E

12

7

13

18

R27E

R28E

495

11A

10 ac

5

195

11

20.15 ac

5

5

41Q2

1.5 ac

2

41P2

1.53 ac

N

369.54

406.8

206.77

340

35.51

315.71

206.77

306.07

2 ac

COMMERCIAL

349.01

199.07

200.01

376.74

376.74

376.74

GSM 17-324

691.01'

44J2

6.01 ac

44J1

6.01 ac

880'

25'

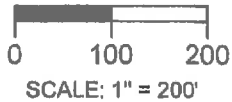
THE SE 1/4 OF THE SE 1/4 OF SECTION 12, T. 31 N., R. 27 E.,
VILLAGE OF EPHRAIM, DOOR COUNTY, WISCONSIN

LEGEND

- ⊕ = U.S. PUBLIC LAND SURVEY CORNER (AS NOTED)
- = EXISTING 1" IRON PIPE
- = SET 1" IRON PIPE WEIGHING 1.13 LBS. PER LINEAL FOOT
- ▲ = EXISTING NAIL AS NOTED



(FEET)

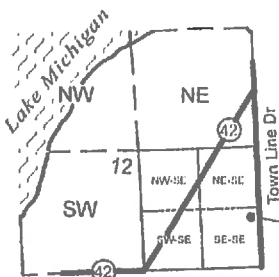


BUILDING ZONE = CN

- 108' PLATTED CENTERLINE SETBACK
- 50' REAR-YARD SETBACK
- 30' SIDE-YARD SETBACK

Caveat:

Building zones depicted are based on zoning setbacks in effect at the time this map was produced and should not be relied upon without first obtaining written verification thereof from the Door County Land Use Services Department: Zoning and the Village of Ephraim.

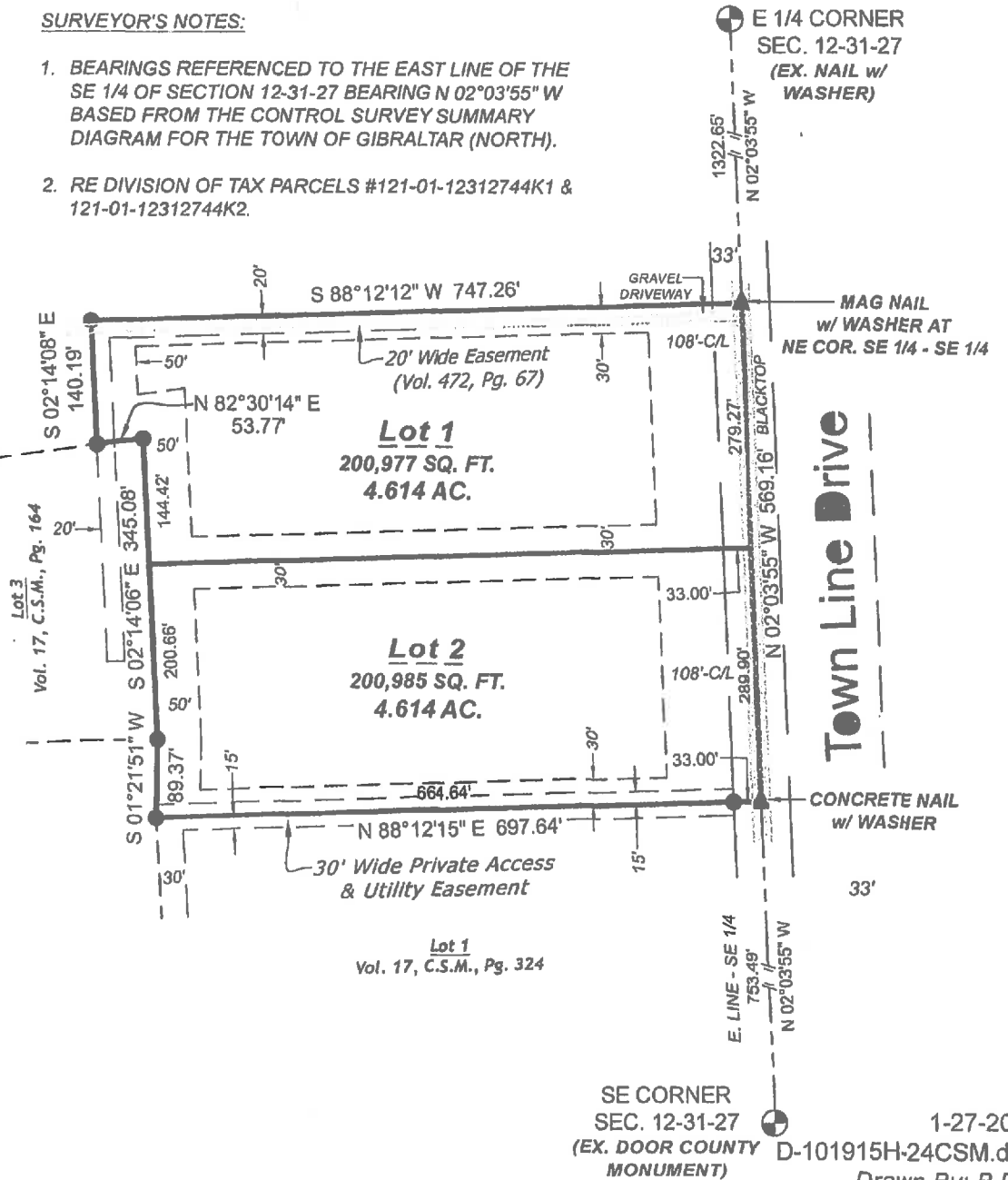


LOCATION MAP
SEC. 12, T. 31 N., R. 27 E.
DOOR COUNTY, WI

NOT TO SCALE
THIS SURVEY

SURVEYOR'S NOTES:







1. BEARINGS REFERENCED TO THE EAST LINE OF THE SE 1/4 OF SECTION 12-31-27 BEARING N 02°03'55" W BASED FROM THE CONTROL SURVEY SUMMARY DIAGRAM FOR THE TOWN OF GIBRALTAR (NORTH).
2. RE DIVISION OF TAX PARCELS #121-01-12312744K1 & 121-01-12312744K2.

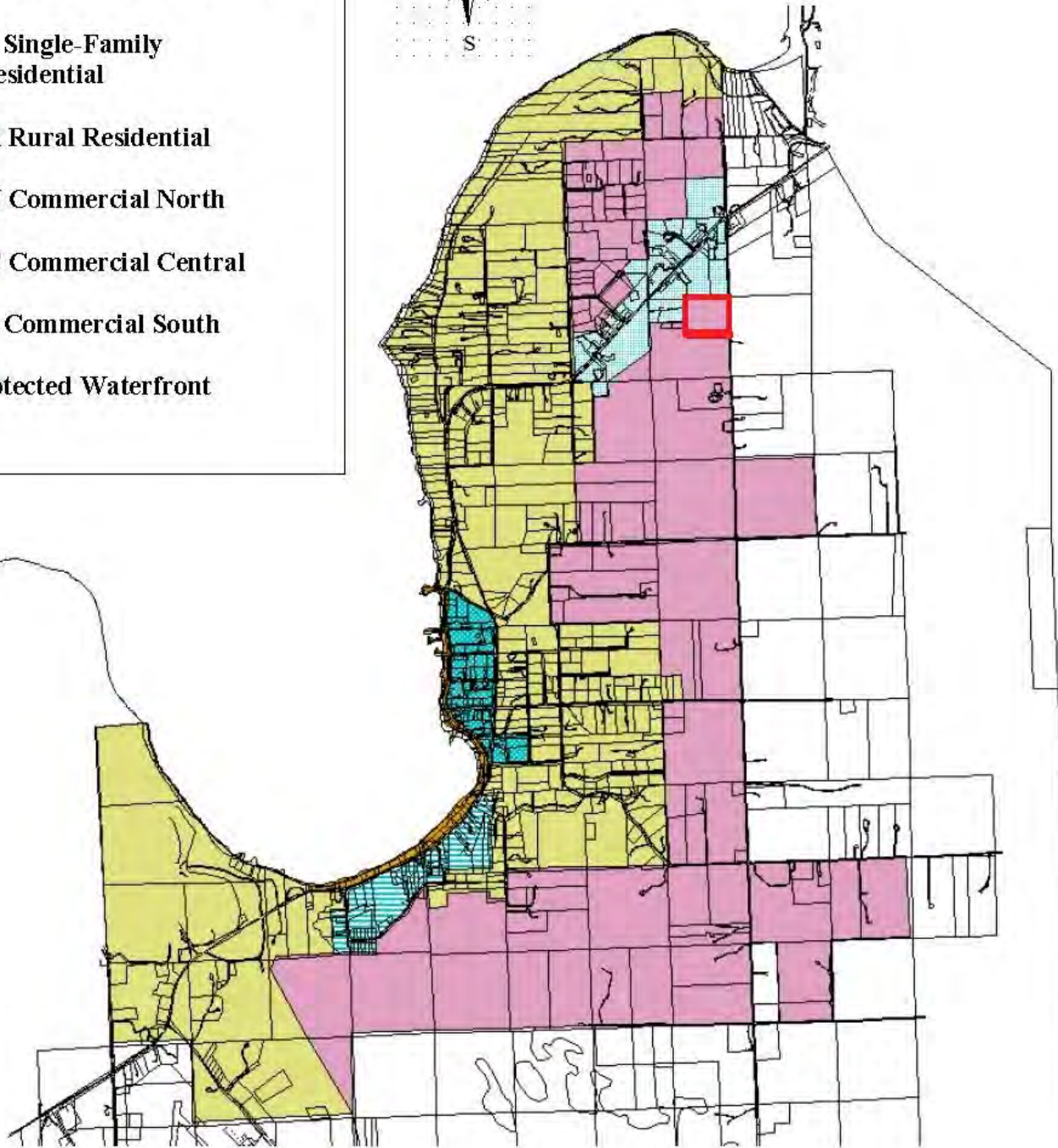
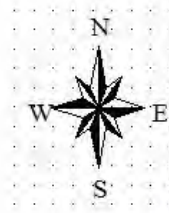


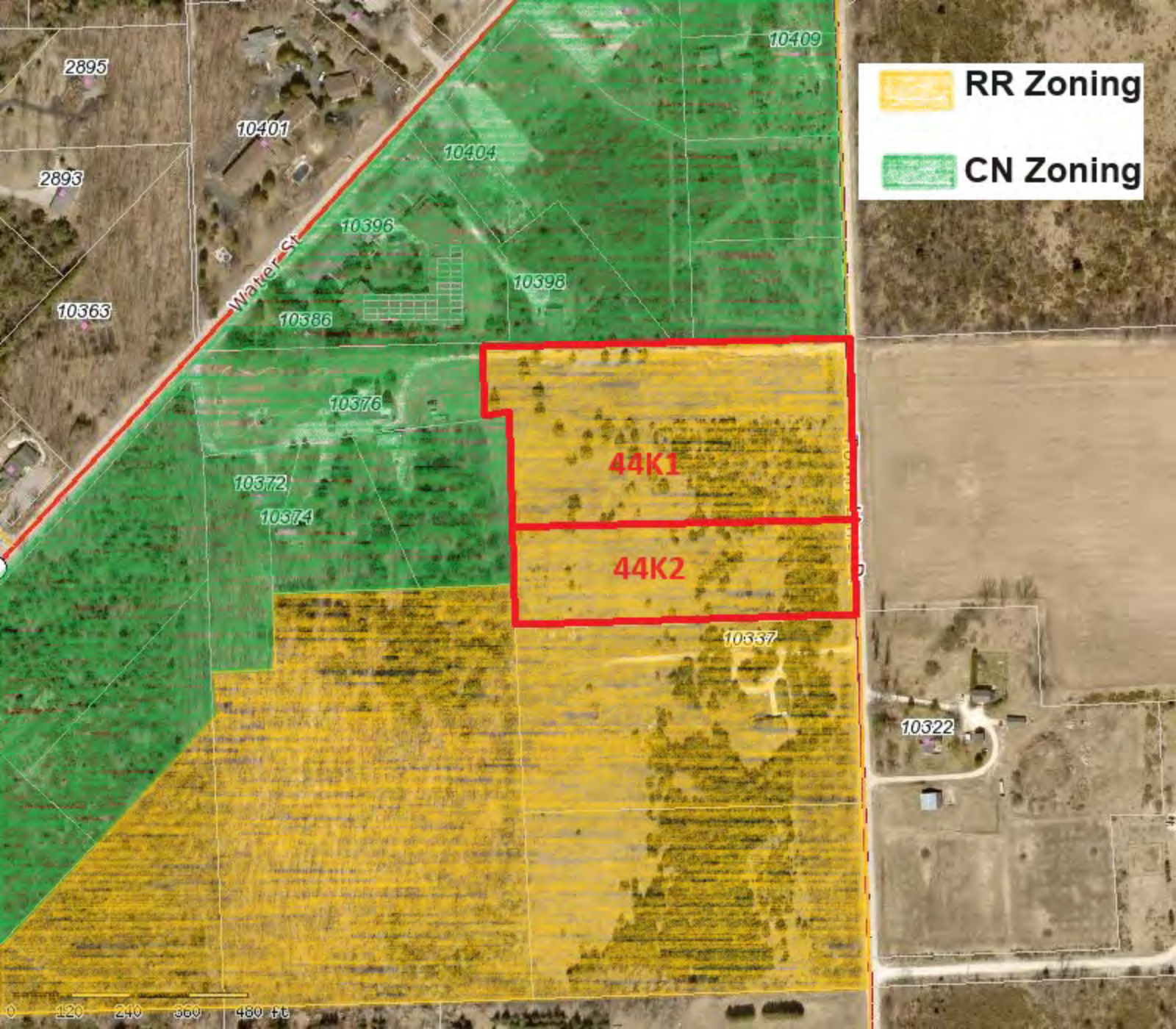
SE CORNER
SEC. 12-31-27
(EX. DOOR COUNTY
MONUMENT)

1-27-2024
D-101915H-24CSM.dwg
Drawn By: B.D.F.
JOB#: D-101915H
SHEET 1 OF 3

Ephraim Zoning as of January 2006

-  R1 Single-Family Residential
-  RR Rural Residential
-  CN Commercial North
-  CC Commercial Central
-  CS Commercial South
-  Protected Waterfront





 **RR Zoning**

 **CN Zoning**

2895

2893

10363

10401

Water St

10386

10396

10404

10398

10409

10376

10372

10374

44K1

44K2

10537

10322

0 120 240 360 480 ft



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Door County YMCA 2024 Proposal

April 12, 2024

Dear Village of Ephraim Board Members,

The Door County YMCA has been partnering with Ephraim to offer summer yoga classes, on Anderson Dock, for the last couple of years and we would like to offer it again this summer along with a Pilates class. We would like to continue with the same Hatha Yoga class that we have been offering. Hatha Yoga is the foundation of which all modern yoga was built. In this 60 minute, all levels class, accessible yoga postures are practiced to align, strengthen and promote flexibility in the body. Both meditation and breathing techniques are used throughout. The Pilates class we are proposing would be a 45 minute class. Mat Pilates is a breath focused class that focuses on your core muscles while also training your arms and legs. Enhance your control, stability, coordination, endurance, balance, strength and flexibility. Both classes will be taught by a trained YMCA instructor who will be equipped with the following:

- **First Aid Kits**
- **Yoga Mats and straps**

Our proposal is to offer Pilates and Yoga in the green space by Anderson Dock. The YMCA would handle all registrations, waiver of liability forms that will be signed by any drop in participant, and all marketing materials, created by our marketing department. For marketing purposes we will include both the YMCA and Village of Ephraim logos on all marketing materials. We propose the following:

Class: Yoga

Dates: Mondays June 17-August 19

Time: 8:15a.m.-9:00a.m.

Fee: \$47.00/Session Y Members/Ephraim Residents
\$93.50/Session Community Members
\$10.00 Drop In Fee/Per Class

Class: Pilates

Dates: Mondays June 17-August 19

Time: 9:15a.m.-10:00a.m.

Fee: \$47.00/Session Y Members/Ephraim Resident
\$93.50/Session Community Members
\$10.00 Drop in Fee/Per Class

We would request a minimal fee (or no fee) to be charged to us for utilizing Anderson Dock. Ephraim Residents will be charged the YMCA member rate regardless if they are current members or not. We are looking forward to partnering again with the Village of Ephraim. If you have any questions, please feel free to reach out to me at hbutenhoff@doorcountyyymca.org.

DOOR COUNTY YMCA www.doorcountyyymca.org

STURGEON BAY PROGRAM CENTER 1900 Michigan Street, Sturgeon Bay, WI 54235 P 920 743 4949 F 920 743 8812

NORTHERN DOOR PROGRAM CENTER 3866 Gibraltar Road, Fish Creek, WI 54212 P 920 868 3660 F 920 868 9970



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Respectfully Submitted,

Holly Butenhoff
Executive Director,
Kane Center YMCA (Fish Creek)

Request for Proposal

Design and Construction Engineering Services Anderson Dock Project

The Village of Ephraim is seeking Proposals for professional engineering services for their Anderson Dock Project at 3083 Anderson Ln in Ephraim. The Village intends to use a qualification-based selection process for the procurement of engineering services.

Introduction and Project History

First built in 1858 by Aslag Anderson, the dock and warehouse at 3083 Anderson Ln in Ephraim are on the State and National Registers of Historic Places. Owned, maintained, and operated by the Village of Ephraim, the facility is a dock used for a combination of Village-run marina and public access and recreation, a public parking lot, a grass courtyard and a warehouse currently leased as an art gallery. The Anderson Store is the second building on the property, located along Water Street, and is not included in the Project.

Rising water levels, that set many monthly records a few years ago, prompted Village officials to look into the protection and issues present at Anderson Dock back in 2018 and 2019. Investigation and reporting began in 2019 with staff work and continued until the end of 2022 with a final recommendation report to the Board of Trustees created by the Village's Capital Projects Ad-hoc Committee.

The Village has identified deteriorating steel and concrete along the dock, and deteriorated wood along the bottom of the warehouse walls. The Village also has identified desired improvements to surface drainage, sanitary and marina facilities to be included in this project. The Village has contracted for evaluations of the concrete and steel sheet pile on the dock, and structural degradation and remediation of the warehouse, (reports of which are included as attachments.) The Village Board of Trustees has agreed that raising the overall elevation of the dock by ten (10) inches at the dock's perimeter would be acceptable.

Scope of Work

The Project will include the design and construction engineering of repairs to and new construction on the dock, warehouse and parking lot as deemed necessary. All concrete surfaces will be replaced and/or resurfaced with new concrete, and minimally sloped providing effective drainage away from the warehouse and off the dock pedestrian surfaces. Concrete work to include new tiebacks for future sheet piling connection. Existing sheet piling will be analyzed, and necessary repairs and/or replacement will be considered. Repairs shall be made to the warehouse to restore structural integrity, and the sewage grinder pit and pumps serving the attached restrooms, shower and utility rooms shall be replaced. The elevation of the grass courtyard shall remain the same as the surrounding concrete. Movable wave attenuation on top of the dock along North dock face will be evaluated.

A new utility trench providing water, electrical, and communication service to the warehouse and the marina slips along the shoreside dock face shall also be included. In addition, the corner dock face at the intersection of the shoreside and main docks shall be raised to avoid submergence during periods of high lake water level, while maintaining limited public access, and continued memorial plaque display. Site survey to be completed up to the ROW of STH42. Parking lot drainage to be analyzed and improvement recommendations made.

Coordination with the WisDNR and applicable historic registry agencies.

- Concrete replacement or resurfacing.
- Sheet pile tiebacks installed in new concrete.
- Sheet pile analysis and necessary repairs/replacement.
- Warehouse repair (building elevation may change if exterior deck/concrete elevation changes)
- Utilities and utility rooms outside and inside the building to be replaced.
- Wave attenuation
- Replacement of and addition of new utility trenches serving marina and building.
- Raising of corner dock.
- Site survey.
- Drainage improvements.

Project Schedule

Preliminary Design (60% plans) with a detailed cost estimate will be due 180 days following notice-to-proceed. Once comments are provided from the Village, WisDNR, and applicable historic registry agencies, final plans, specifications and cost estimates will be due in 90 days.

The Village wishes to undertake as much construction as possible in "off-season" time, i.e. from October 15 to May 15, to avoid conflicts with art gallery and marina operating schedules and public use.

Proposal Requirements

Business Organization - name and address of firm, areas of expertise and a brief history of the firm along with size and office locations. Include information on the structure and business operation of your firm. Provide name and contact information of contact person in the firm for this proposal. Extensive boiler plate information on firm is not to be included.

Experience and Capabilities - Provide information on the experience and types of professional services available at your firm, including the number of full time employees in each service with their office locations. Specifically addressing the services required for the project. Once again, do not include extensive boiler plate information.

Provide up to five projects your firm has completed in the last seven years that are similar to the Anderson Dock Project. Please limit project description to one page each. Examples with historic buildings and/or docks are preferable. Indicate which of the Proposed Staff below worked on these projects. Please also include a client contact person for each project the Village could contact for a reference check.

Proposed Staff - Include a resume, no more than 2 pages each, for each of your staff to be assigned to the project. Indicate which of the sample projects above this person was involved with and their role. Provide resumes for the following positions and indicate the office out of which they work:

- Project Manager
- Structural Engineer
- Electrical Engineer
- Construction Engineer
- Historic Building Architect
- Port & Marine Engineer

Proposed Use of Subconsultants - Indicate if any Subconsultant will be utilized by your firm for this project. If so, provide a description of your relationship with this Subconsultant along with project names, dates and contract. Provide a resume similar to the ones above for any staff to be provided by the Subconsultant.

Project Approach - Provide a detailed project approach (up to eight pages in length) for both the design and construction engineering.

Proposed Project Schedule - Provide a detailed schedule for the design and construction portions of the project. Based upon your experience with the WisDNR, and applicable historic registry agencies, include estimated review periods. Please comment on the Project Schedule presented by the Village above.

Method of Compensation - Compensation for the professional engineering services will be based on an hourly billing rate with a "not-to-exceed" limit. Please indicate if your firm is agreeable to this method of compensation. The contract will be directly with the Village of Ephraim, and paid for with Village funds. Provide the Billing Rates for each of the individuals assigned to the project.

Submittal Requirements

Please submit one original and 5 paper copies, along with an electronic copy (.pdf), no later than **3 pm on Friday, January 5, 2018**. Please mark "Proposal for Village of Ephraim Highway 42 Streetscape Project" on the envelope. The mailing and hand delivered address is:

Village of Ephraim
Brent Bristol, Village Administrator
10005 Norway
Ephraim, WI 54211

Term and Conditions

The Village reserves the right to accept or reject any or all proposals or portions thereof without stated cause. Upon selection of a finalist, the Village by its proper officials shall attempt to negotiate and reach a final agreement with the finalist. If the Village, for any reason, is unable to reach a final agreement with this finalist; the Village then reserves the right to reject such finalist and negotiate a final agreement with another finalist who has the next most viable proposal. The Village may also elect to reject all proposals and re-issue a new RFP.

The Village reserves the right to obtain clarification of any point in a consultant's proposal or obtain additional information. Any request for clarification or other correspondence related to the RFP shall be in writing or email, and a response shall be provided within two (2) business days.

The Village reserves the right to waive any formalities, defects, or irregularities, in any proposal, response, and/or submittal where the acceptance, rejection, or waiving of such is in the best interests of the Village. The Village reserves the right to disqualify any proposal, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the consultant.

Please be aware that it is the Village's policy not to compensate a consultant for any time or expenses incurred during the selection or negotiation process. The Consultant's cost to do the work will not be considering during the selection process, but will negotiate during the development of the scope and contract".

Contact Person

Questions about the RFP or the project should be directed to Brent Bristol at (920) 854-5501 or bbristol@ephrain-wisconsin.com.

Signature Block

Note: Please return this page with your proposal.

The undersigned, an authorized agent of his/her company, hereby certifies:

- the receipt of this letter to solicit bids (on this date): _____
- familiarization with all terms, conditions, and specifications herein stated,
- company is qualified to perform work and services as proposed,
- that the proposal submitted is valid until _____ (date).

Company Name

Authorized Signature

Mailing Address

Printed Name

City, State, Zip

Title

Type of Entity (S-Corp, LLC, etc.)

Phone Number

Web Site

Email Address



Maintenance Garage Expansion

November 2022

The Capital Projects Ad-Hoc Committee (CPAHC) worked with our maintenance staff (Brad Rasmussen, Justin MacDonald and Russ Salfi) regarding the issues with our maintenance garage. The current building was built in 1990 and an addition to the west side was constructed in 2000. The overall space is 2400 SF. The maintenance garage is heated with a single ceiling heater and includes the shop for projects and limited space to work on the vehicles and equipment.

A pole barn was added to the southwest of the maintenance building in 2002. The unheated pole barn is used for dry storage of materials (sand and salt) and also equipment.

The maintenance garage was a basic building when constructed. Although insulated, the large overhead doors are fiberglass without insulation. The windows are not energy efficient. The single overhead heater is not able to heat the space to a workable environment. The garage originally housed one employee, with just a few of pieces of equipment.

Current building issues include:

- Lack of well heated workspace; the building contains only a single ceiling heater
- Lack of vehicle storage space; currently in the winter vehicles completely fill the space and have to be removed to create workspace
- Lack of Storage; certain supplies are stored off-site and some equipment is stored in our Wastewater Treatment Plant
- Lack of break room, safety station and adequate bathroom
- Poor indoor lighting and lack of safe storage for items such as gasoline
- Limited garage door width (10'), making it difficult to take trucks in and out with plows attached.

Scope of Work

The Village contracted with Keller Planners/ Architects/ Builders to provide preliminary planning and design, as well as a cost estimate for the project. They prepared three alternate plans.

The first plan includes a 1600 SF addition on the north side of the existing building. Part of the existing space will be remodeled to provide for an office, bathroom and break room. The new addition will include 3 bays with doors on the north side. However, the garage doors will still be limited to 10' wide. There will be a small mezzanine area (280SF) for storage in the addition. The 2022 cost estimate includes design, construction management fees, approvals and permits, building and site work plus a \$50,000 contingency. The cost estimate is \$490,000.

The second plan includes a 2500 SF addition to the north, basically doubling the size of the existing building. The three new garage doors will be 14' wide, and two of the 10' doors in the original garage will be replaced with an 18' door. There will be a small mezzanine area (272 SF) for storage in the addition. There will also be a 10' opening connecting the original garage to the addition. The 2022 cost estimate is \$960,000.

Keller also provided a plan and cost estimate for an addition to our Pole Barn. The 900 SF addition will provide cold storage for materials and equipment. The cost estimate is \$160,000. With either the 2500 SF addition or a new maintenance garage building, the pole barn addition will not be required.

An additional cost that needs to be considered is new pavement. Much of the pavement currently on the site is in poor condition. The pavement serves both the Wastewater Treatment Plant as well as the maintenance garage, so the cost will most likely be split. The cost estimate to replace all the pavement is \$125,000.

Option #1

Option #1 would be the demolition of the existing building and replacing it with a new Maintenance Garage. In some ways, the existing building is at the end of its useful life. It was basic construction when it was built more than 30 years ago, and rehabbing it for a future 30 year life may not be cost effective. The current windows are inexpensive low efficiency units. As mentioned before, the existing doors are fiberglass with no insulation.

A new building will provide the types of spaces we need now and in the foreseeable future. The new garage will have four 14' high lift garage doors on the south side and three similar doors on the north side for drive-thru operations. There will be a mezzanine level for storage above the office space (1000 SF). The 2022 cost estimate is \$1,500,000.

Additional Supporting Documents

1. Keller Municipal Garage Addition & Remodel (1600 SF)
2. Keller Municipal Garage Addition & Remodel (2500 SF)
3. Keller Municipal Garage Replacement (5000 SF)
4. Keller Municipal Pole Building Addition



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Village of Ephraim – Pole Building Addition Preliminary Budget Estimate

Prepared 8/16/22

Keller Inc. is pleased to provide the Village of Ephraim Fire Department with preliminary plans and a Budget Estimate for an addition and remodel to their existing Public Works Garage. The proposed addition and remodel would be located at 10285 Townline Drive. The Proposed addition would be attached to the North side of the Existing Public Works Garage. Keller Architect Jim Stojke and Project Manager Kelly Claflin initially met with Public Works Director Russ Salfi and Brad Rasmusson on Sept. 3, 2020 to determine needs for preliminary design. Subsequent meetings with Russ Salfi, Brad Rasmusson and Justin MacDonald occurred on October 27, 2020 to present Preliminary plans for review and comment. The Village Board of Trustees prepared a Capital Improvement list of projects in December of 2020. Based on the list of projects and a heavy cost to do Village shoreline improvements the Public Works Project and Fire Station project were to be put on the shelf for a few years. In April of 2022 Russ Salfi contacted Kelly Claflin to inform him that the Ad Hoc Project Committee has now started the process of identifying which capital improvement projects to proceed with and would like to meet again to make a few changes to the previous plans.

Russ Salfi requested a meeting with Keller and the Ad Hoc Committee members on site on May 4, 2022 to review the scope of the project where left off and discuss plan changes for both the Maintenance Building Fire Station project. The Committee was going to review the comments of the meeting and meet internally to prioritize the projects and discuss potential plan changes prior to Keller Budgeting the project. Minor Changes to the plans were then made by Keller and Keller was directed to prepare the Preliminary Budget estimate from those revised plans. The Preliminary Budget estimate is based on Preliminary drawings C1.0, A1.0, A2.0 dated 11/30/22 prepared by Keller, Inc.

It is important to note that this is a preliminary budget estimate. It is also very important to note that the Construction industry has experienced unprecedented cost increases in the past two years due to the pandemic and inflation. If the Village of Ephraim decides to move forward with the project the Village would be required to prepare state approved design documents and issue for competitive bidding per State Statutes. Actual costs may be higher or lower and will not be known until bid date. The Budget was also prepared without Civil Engineering drawings. An experienced Keller Estimator budgeted the project as if we were pricing the project for Bidding. The remainder of the budget was prepared with assistance of subcontractors that Keller has used for similar projects. Quantity takeoffs for building materials and labor along with comparable similar projects designed and constructed recently by Keller were used to complete the budget estimate.

No definitive time frame has been established when the project would be approved. For budget estimating purposes however, it was assumed that the Design Process could start in November of 2022 and the earliest construction could start is Spring of 2023 and be completed by end of year 2023.

Should the project Design be started later than November 2022 the Budget would have to be adjusted accordingly based on current market conditions.

ADDRESS

P.O. Box 620, Kaukauna, WI 54130-0620

PHONE

920-766-5795 1-800-236-2534

FAX

920-766-5004

WEB SITE

www.kellerbuilds.com



The Preliminary Budget estimate is intended to be all inclusive. Specifically included are State approved Architectural Design, Structural Design, Plumbing Design, HVAC Design Electrical Design, Civil Engineering and Construction Management fees, General Condition costs, State Plan approval and Permit fees, Building and Site work costs.

Project Scope

- Excavate and Grading for building and site improvements
- Demolition of existing to receive new addition
- Building and Site work staking
- Asphalt paving in existing Pole Building
- Building concrete pads for 2x6 posts
- Wood framed Rough carpentry
- Guard posts at Overhead doors
- 29 gage metal wall and roof panels
- Hollow metal door and frames
- (2) Overhead doors
- Electrical

Estimated Budget Range to Design and Construct a new 900 sq. ft. Lean to Addition
and 840 sq. ft. asphalt in existing Pole Building
Budget Range = \$145,000 - \$156,560

Kelly Claflin
Keller Construction Project Manager



Keller

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Milwaukee, & Wausau

Village of Ephraim – Public Works Garage Addition and Remodel Preliminary Budget Estimate

Prepared 8/16/22

Keller Inc. is pleased to provide the Village of Ephraim Fire Department with preliminary plans and a Budget Estimate for an addition and remodel to their existing Public Works Garage. The proposed addition and remodel would be located at 10285 Townline Drive. The Proposed addition would be attached to the North side of the Existing Public Works Garage. Keller Architect Jim Stojke and Project Manager Kelly Claflin initially met with Public Works Director Russ Salfi and Brad Rasmusson on Sept. 3, 2020 to determine needs for preliminary design. Subsequent meetings with Russ Salfi, Brad Rasmusson and Justin MacDonald occurred on October 27, 2020 to present Preliminary plans for review and comment. The Village Board of Trustees prepared a Capital Improvement list of projects in December of 2020. Based on the list of projects and a heavy cost to do Village shoreline improvements the Public Works Project and Fire Station project were to be put on the shelf for a few years. In April of 2022 Russ Salfi contacted Kelly Claflin to inform him that the Ad Hoc Project Committee has now started the process of identifying which capital improvement projects to proceed with and would like to meet again to make a few changes to the previous plans.

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The Preliminary Budget estimate is intended to be all inclusive. Specifically included are State approved Architectural Design, Structural Design, Plumbing Design, HVAC Design Electrical Design, Civil Engineering and Construction Management fees, General Condition costs, State Plan approval and Permit fees, Building and Site work costs, and a construction contingency allowance of \$50,000.00

Project Scope

- Excavate and Grading for building and site improvements
- Demolition of existing to receive new addition
- Building and Site work staking
- Storm Sewer, Water and Sanitary connections
- Asphalt paving
- Building and Site Concrete
- Wood framed Rough carpentry
- Finish Carpentry
- Gypsum Board and Plastering
- Cabinets and countertops
- Landscape allowance of \$2,000
- Insulation and Poly
- Asphalt roof Shingles
- Soffit & Fascia with gutters and downspouts
- Interior Masonry Firewall
- Hollow metal doors and frames
- Overhead doors with Operators
- Acoustical ceiling
- Interior Trim, Doors and Hardware
- Toilet Accessories
- Flooring
- Painted Drywall wall finish in Toilet Rom and Breakroom
- HVAC
- Electrical
- Plumbing
- 3 Ft. high Partial wall liner panel and Ceiling liner panel in shop area.

Estimated Budget Range to Design and Construct a new 1,600 sq. ft. Addition and remodel portion of existing space into Breakroom and Toilet room.

Budget Range = \$425,000 - \$490,000

Option #1: Asphalt Paving from Townline Road inc.loop around Drop off Dump rd. **Budget = \$124,740.00**

Option # 2: Add Asphalt paving in entire area of Pole Building **Add \$8,775.00**

Option # 3: Add Asphalt paving for Alt. #1 Pave between Drive around and Pole Building **Add \$65,790.00**

Option # 4: Add Asphalt paving around wastewater plant and (2) ramps **Add \$73,360.00**

Kelly Claflin
Keller Construction Project Manager

SHEET INDEX

- C1.0 SITE PLAN
- A1.0 FLOOR PLAN
- A2.0 ELEVATIONS

BUILDING CODE ANALYSIS

PROJECT ADDRESS
Street, City, State, Zip

APPLICABLE CODES
2015 International Building Code (w/ WI Amendments)
ASHRE Standard 90.1-2013
2015 IEBC (Level # Alteration)

OCCUPANCY
?-?
Accessory Use
?-?
Incidental Use

High-Piled Combustible Storage YES/NO
Hazardous Materials YES/NO
Multiple Control Areas YES/NO

HEIGHT & AREA
Building Height: ---' Maximum Allowed: ---'
Number of Stories: --- Maximum Allowed: ---
Total Building Area: --- S.F. Maximum Allowed: --- S.F.
Total Fire Area: --- S.F. Maximum Allowed: --- S.F.
Mixed/Separated Occupancies
Unlimited Area Building YES/NO

CONSTRUCTION TYPE
Construction Classification ?B
Fire Separation Distance ---'

FIRE PROTECTION SYSTEMS
Assumed Sprinkler Type ---
Fire Alarm System YES/NO

MEANS OF EGRESS
Occupant Load ---
Panic Hardware YES/NO

STRUCTURAL DESIGN
Risk Category ---
Roof Live Load --- psf
Second Floor/Mezz Live Load --- psf
Ground Snow Load --- psf Exposure Factor --- Thermal Factor ---
Wind Load --- MPH Exposure Category ---
Seismic Site Class ---

PLUMBING SYSTEMS
Mens WC Required YES/NO
Womens WC Required YES/NO
Drinking Fountain YES/NO
Other Source YES/NO

MECHANICAL SYSTEMS
X

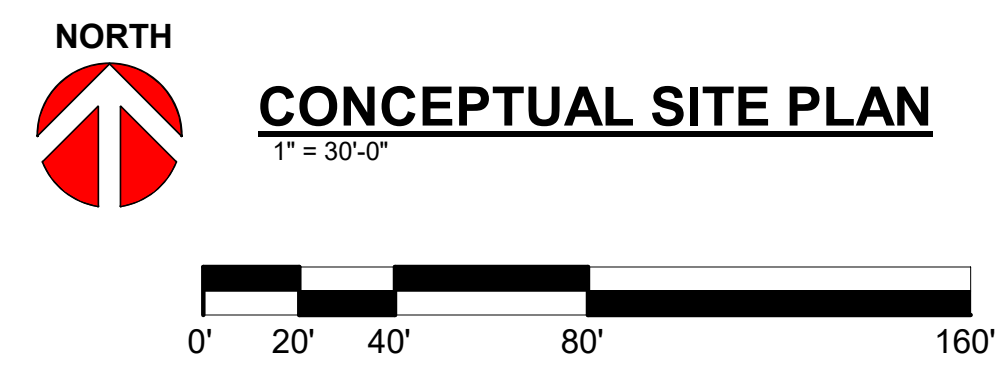
SITE INFORMATION

SITE CONTENT

Building Size	--- S.F.	---%
Hard Surface	--- S.F.	---%
Green Space	--- S.F.	---%
Parcel Size (Approx.)	--- S.F.	--- Acres
Parking Provided	--- Stalls	
Area of Disturbance	--- S.F.	

ZONING

Property Zoning	---
Setbacks	---' FY ---' SY ---' RY ---'
Hard Surface Setback	---
Coverage Limit	---%
Greenspace Requirement	---%
Parking Required	--- Stalls
Refuse Enclosure	YES/NO
RTU SCREENING	YES/NO



THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

MUNICIPAL GARAGE ADDITION FOR: VILLAGE OF EPHRAIM

EFPHRAIM

WISCONSIN



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Wausau, WI 54401
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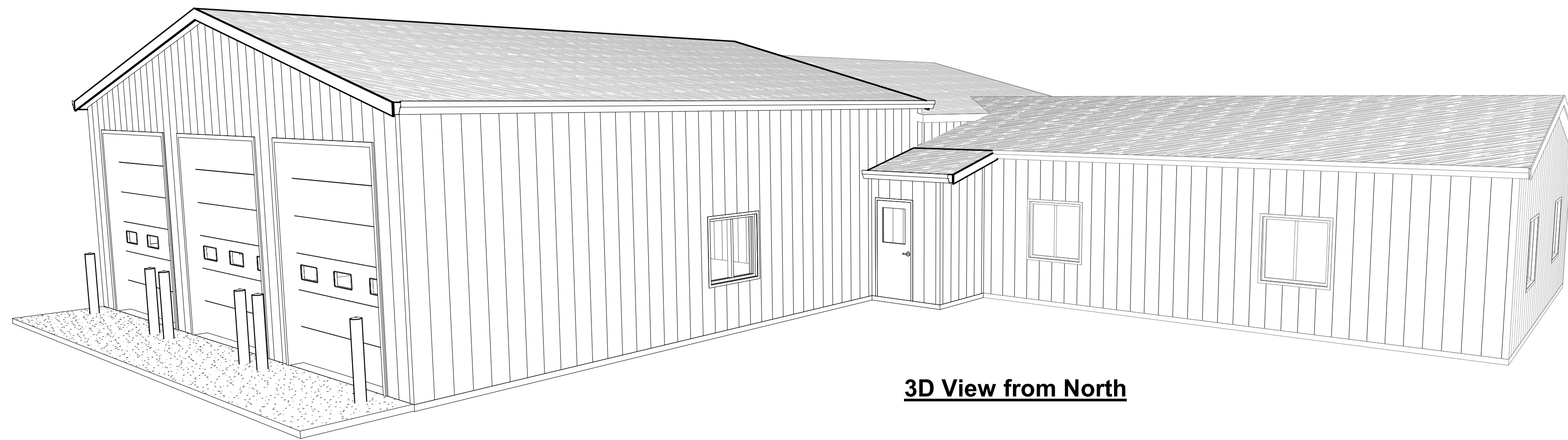
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WISCONSIN
EFPHRAIM

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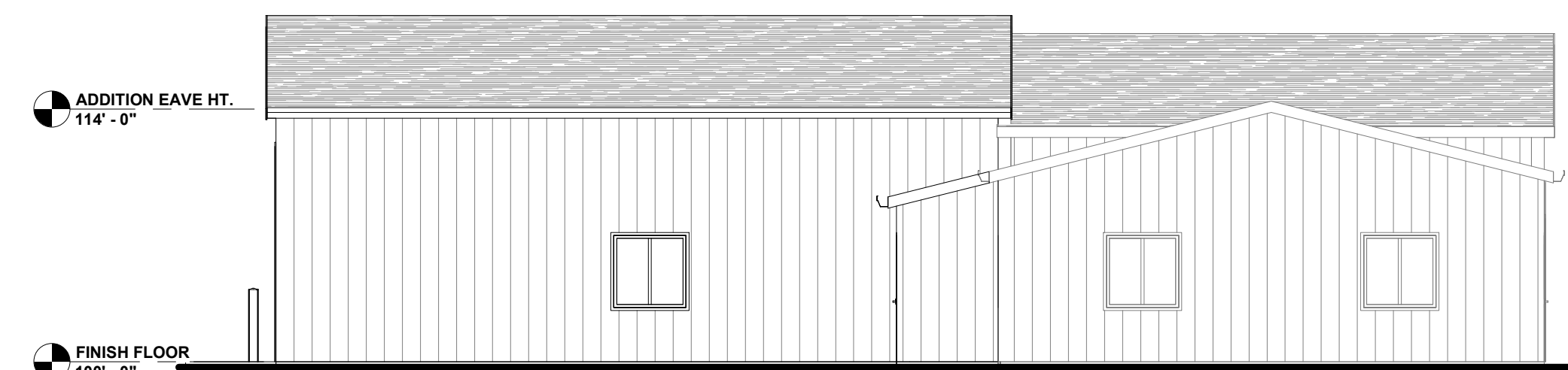
PROJECT MANAGER: K. CLAFILIN
DESIGNER: J. STOJKE
DRAWN BY: JHS
EXPEDITOR: -----
SUPERVISOR: -----
PRELIMINARY NO.: -----
CONTRACT NO.: -----
DATE: 11-30-2020
SHEET: **C1.0**



3D View from North

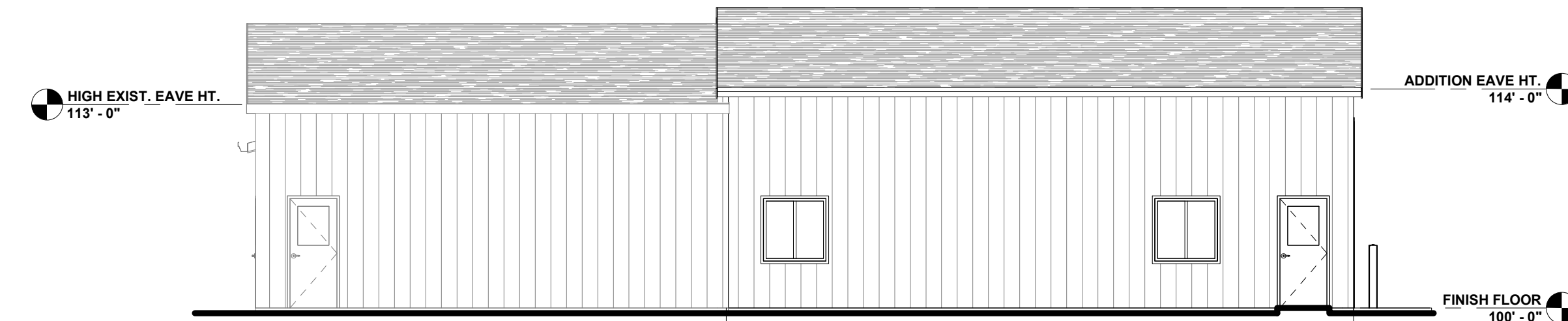


SOUTH ELEVATION
1/8" = 1'-0"



ADDITION EAVE HT.
114'-0"
FINISH FLOOR
100'-0"
BTM GRADE BEAM
99'-0"

WEST ELEVATION
1/8" = 1'-0"

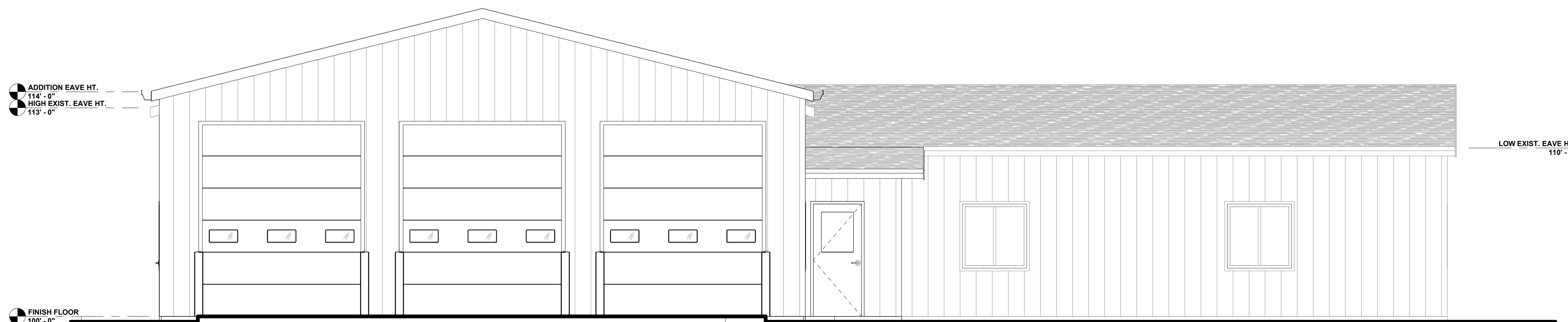


HIGH EXIST. EAVE HT.
113'-0"

ADDITION EAVE HT.
114'-0"

FINISH FLOOR
100'-0"
BTM GRADE BEAM
99'-0"

EAST ELEVATION
1/8" = 1'-0"



ADDITION EAVE HT.
114'-0"
HIGH EXIST. EAVE HT.
113'-0"

LOW EXIST. EAVE HT.
110'-6"

FINISH FLOOR
100'-0"
BTM GRADE BEAM
99'-0"

NORTH ELEVATION
1/4" = 1'-0"



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MUNICIPAL GARAGE ADDITION FOR:

VILLAGE OF EPHRAIM

WISCONSIN

EPHRAIM

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REVISIONS	
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PROJECT MANAGER:
K. CLAFILIN

DESIGNER:
J. STOJKE

DRAWN BY:
JHS

EXPEDITOR:

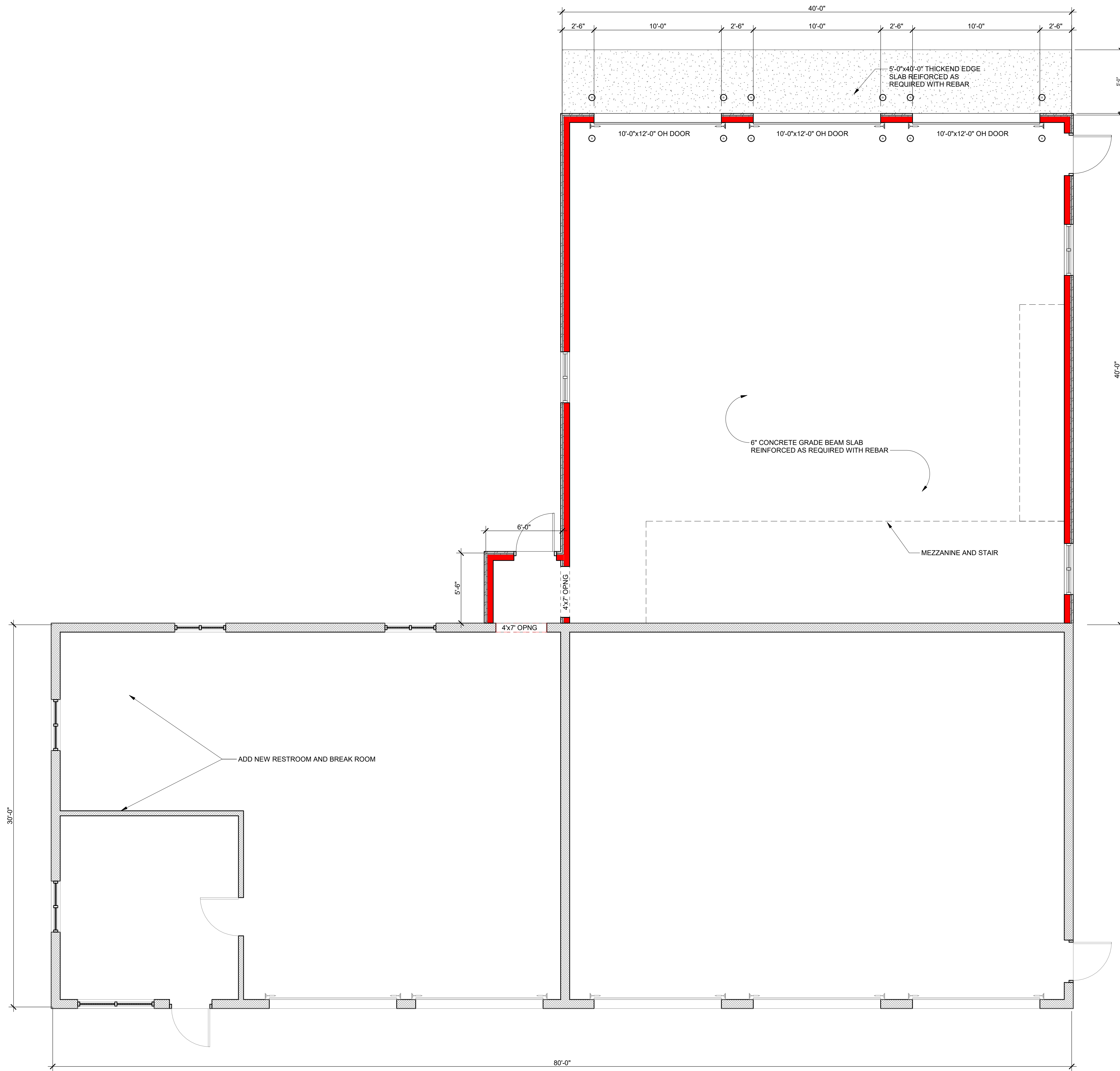
SUPERVISOR:

PRELIMINARY NO:

CONTRACT NO:

DATE:
11-30-2020

SHEET:
A2.0



WALL KEY

- NEW WALL/FURRING
- NEW MASONRY/VENEER WALL
- NEW COOLER/FREEZER WALLS
- NEW FOUNDATION WALL
- TYPICAL EXISTING WALL
- DEMO WALLS
- FIRE WALL OR FIRE BARRIER

NORTH
FLOOR PLAN
 1/4" = 1'-0"

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MUNICIPAL GARAGE ADDITION FOR:
VILLAGE OF EPHRAIM
 WISCONSIN
 EPPHRAIM

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PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS	
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PROJECT MANAGER: K. CLAFILIN
 DESIGNER: J. STOJKE
 DRAWN BY: JHS
 EXPEDITOR: -----
 SUPERVISOR: -----
 PRELIMINARY NO: -----
 CONTRACT NO: -----
 DATE: 11-30-2020
 SHEET: **A1.0**



Keller

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Village of Ephraim – Public Works Garage (Addition and Remodel) Preliminary Budget Estimate

Revised 10/25/22

Keller Inc. is pleased to provide the Village of Ephraim Fire Department with preliminary plans and a Budget Estimate for an addition and remodel to their existing Public Works Garage. The proposed addition and remodel would be located at 10285 Townline Drive. The Proposed addition would be attached to the North side of the Existing Public Works Garage. Keller Architect Jim Stojke and Project Manager Kelly Claflin initially met with Public Works Director Russ Salfi and Brad Rasmusson on Sept. 3, 2020 to determine needs for preliminary design. Subsequent meetings with Russ Salfi, Brad Rasmusson and Justin MacDonald occurred on October 27, 2020 to present Preliminary plans for review and comment. The Village Board of Trustees prepared a Capital Improvement list of projects in December of 2020. Based on the list of projects and a heavy cost to do Village shoreline improvements the Public Works Project and Fire Station project were to be put on the shelf for a few years. In April of 2022 Russ Salfi contacted Kelly Claflin to inform him that the Ad Hoc Project Committee has now started the process of identifying which capital improvement projects to proceed with and would like to meet again to make a few changes to the previous plans.

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It is important to note that this is a preliminary budget estimate. It is also very important to note that the Construction industry has experienced unprecedented cost increases in the past two years due to the pandemic and inflation. If the Village of Ephraim decides to move forward with the project the Village would be required to prepare state approved design documents and issue for competitive bidding per State Statutes. Actual costs may be higher or lower and will not be known until bid date. The Budget was also prepared without Civil Engineering drawings. An experienced Keller Estimator budgeted the project as if we were pricing the project for Bidding. The remainder of the budget was prepared with assistance of subcontractors that Keller has used for similar projects. Quantity takeoffs for building materials and labor along with comparable similar projects designed and constructed recently by Keller were used to complete the budget estimate.

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The Preliminary Budget estimate is intended to be all inclusive. Specifically included are State approved Architectural Design, Structural Design, Plumbing Design, HVAC Design Electrical Design, Civil Engineering and Construction Management fees, General Condition costs, State Plan approval and Permit fees, Building and Site work costs, and a construction contingency allowance of \$75,000.00

Project Scope

- Excavate and Grading for building and site improvements
- Demolition of existing to receive new addition
- Building and Site work staking
- Storm Sewer, Water and Sanitary connections
- Asphalt paving
- Building and Site Concrete
- Wood framed Rough carpentry
- Finish Carpentry
- Gypsum Board and Plastering
- Cabinets and countertops
- Landscape allowance of \$2,000
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- Asphalt roof Shingles
- Soffit & Fascia with gutters and downspouts
- Interior Masonry Firewall
- Hollow metal doors and frames
- Overhead doors with Operators
- Acoustical ceiling
- Interior Trim, Doors and Hardware
- Toilet Accessories
- Flooring
- Painted Drywall wall finish in Toilet Rom and Breakroom
- HVAC
- Electrical
- Plumbing
- 3 Ft. high Partial wall liner panel and Ceiling liner panel in shop area.

Estimated Budget Range to Design and Construct a new 2,500 sq. ft. Addition and remodel portion of existing space into Breakroom and Toilet room.

Budget Range = \$925,000 - \$965,000

Option #1: Asphalt Paving from Townline Road Inc. loop around Drop off Dump rd. **Budget = \$124,740.00**

Option # 2: Add Asphalt paving in entire area of Pole Building **Add \$8,775.00**

Option # 3: Add Asphalt paving for Alt. #1 Pave between Drive around and Pole Building **Add \$65,790.00**

Option # 4: Add Asphalt paving around wastewater plant and (2) ramps **Add \$73,360.00**

Kelly Claflin
Keller Construction Project Manager

SHEET INDEX

- C1.0 SITE PLAN
- A1.0 FLOOR PLAN
- A2.0 ELEVATIONS
- A3.0 SECTIONS

BUILDING INFORMATION

Existing Building Size	4,883 S.F.	61%
Proposed Building Addition Size	3,063 S.F.	39%
Total Size	7,946 S.F.	100%

BUILDING CODE ANALYSIS

PROJECT ADDRESS
10,285 Townline Rd, Ephraim, WI 54211

APPLICABLE CODES
2015 International Building Code (w/ WI Amendments)
ASHRE Standard 90.1-2013
2015 IEBC (Level #3 Addition)

OCCUPANCY
S1-STORAGE REPAIR
Accessory Use
B
Incidental Use
N/A
High-Piled Combustible Storage NO
Hazardous Materials NO

HEIGHT & AREA
Building Height: 15'-4"
Number of Stories: 1
Total Building Area: VARIES Maximum Allowed: 15,750 S.F.
Total Fire Area: VARIES Maximum Allowed: 5,000 S.F.
Mixed Occupancies YES
Unlimited Area Building NO

CONSTRUCTION TYPE
Construction Classification 2B
Fire Separation Distance <40'-0"

FIRE PROTECTION SYSTEMS
Assumed Sprinkler Type N/A
Fire Alarm System NO

MEANS OF EGRESS
Occupant Load 2
Panic Hardware NO

STRUCTURAL DESIGN
Risk Category 2
Roof Live Load -- psf
Second Floor/Mezz Live Load -- psf
Ground Snow Load 40 psf Exposure Factor -- Thermal Factor --
Wind Load 90 MPH Exposure Category --
Seismic Site Class --

PLUMBING SYSTEMS
Mens WC Required YES
Womens WC Required NO
Drinking Fountain YES (BOTTLE)
Other Source

MECHANICAL SYSTEMS
X

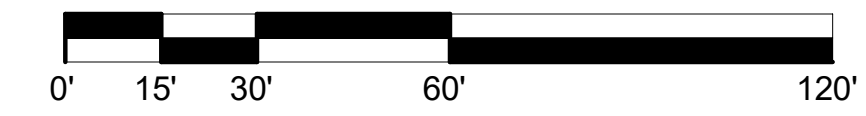
SITE INFORMATION

SITE CONTENT

Building Size	-- S.F.	--%
Hard Surface	-- S.F.	--%
Green Space	-- S.F.	--%
Parcel Size (Approx.)	-- S.F.	-- Acres
Parking Provided	-- Stalls	
Area of Disturbance	-- S.F.	

ZONING

Property Zoning	--
Setbacks	FY --" SY --" RY --"
Hard Surface Setback	--"
Coverage Limit	--%
Greenspace Requirement	--%
Parking Required	-- Stalls
Refuse Enclosure	YES/NO
RTU SCREENING	YES/NO



THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

MUNICIPAL GARAGE ADDITION FOR:
VILLAGE OF EPHRAIM
EPPHRAIM, WISCONSIN



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REVISIONS

1	06/29/2021	JHS
2	09/15/2022	R. ROSE
3		
4		
5		
6		

PROJECT MANAGER:
K. CLAFILIN

DESIGNER:
J. STOJKE

DRAWN BY:
JHS

EXPEDITOR:

SUPERVISOR:

PRELIMINARY NO.:
P20294

CONTRACT NO.:

DATE:
10.03.2022

SHEET:
C1.0

PRELIMINARY - NOT FOR CONSTRUCTION



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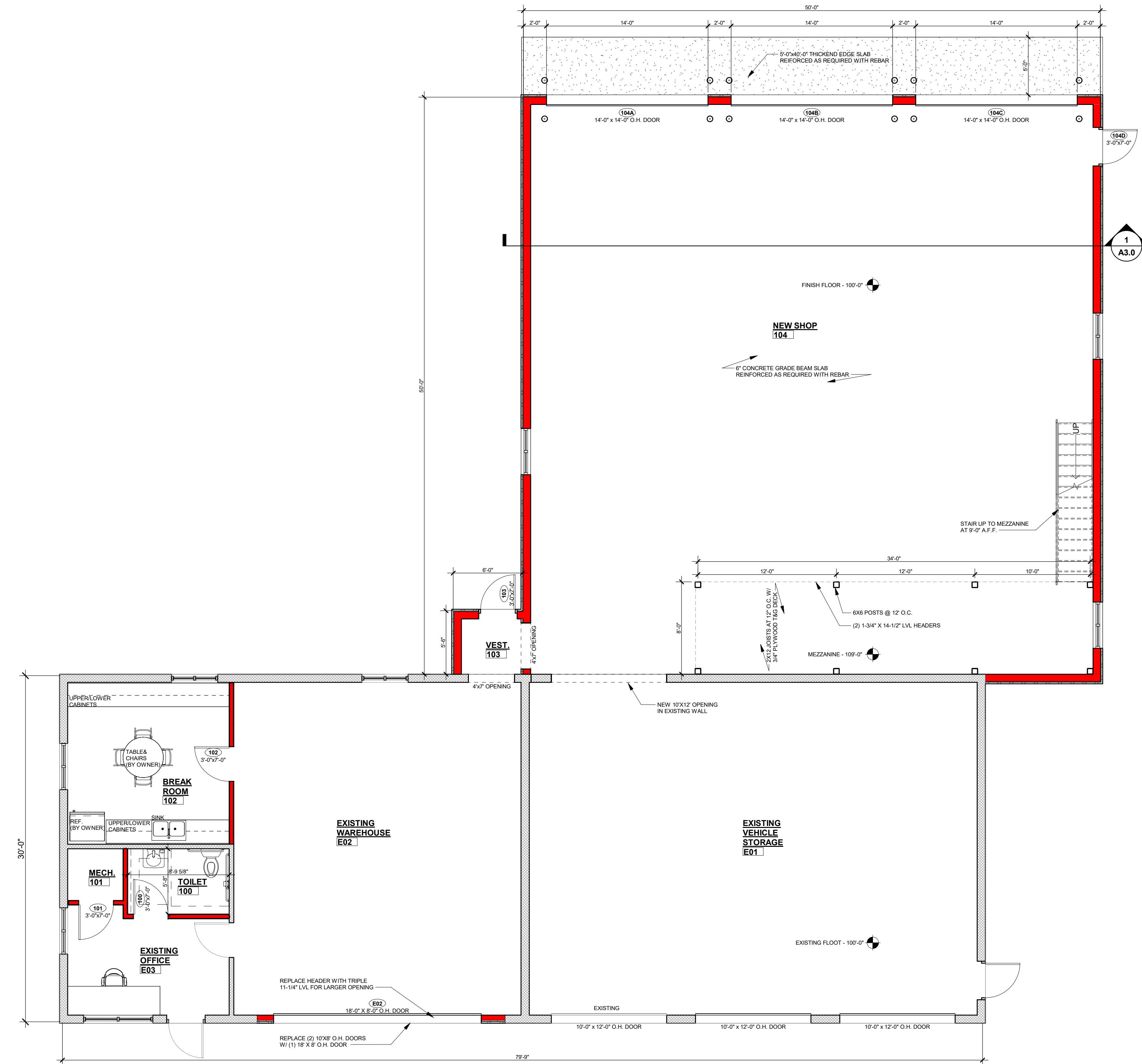
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MUNICIPAL GARAGE ADDITION FOR:

VILLAGE OF EPHRAIM

WISCONSIN

EPHRAIM,



NORTH

FLOOR PLAN
 3/16" = 1'-0"

WALL KEY

	NEW WALL/FURRING
	NEW MASONRY/VENEER WALL
	NEW COOLER/FREEZER WALLS
	NEW FOUNDATION WALL
	TYPICAL EXISTING WALL
	DEMO WALLS
	FIRE WALL OR FIRE BARRIER

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REVISIONS

NO.	DATE	BY
1	06/29/2021	JHS
2	09/15/2022	R. ROSE
3		
4		
5		
6		

PROJECT MANAGER: K. CLAFLIN

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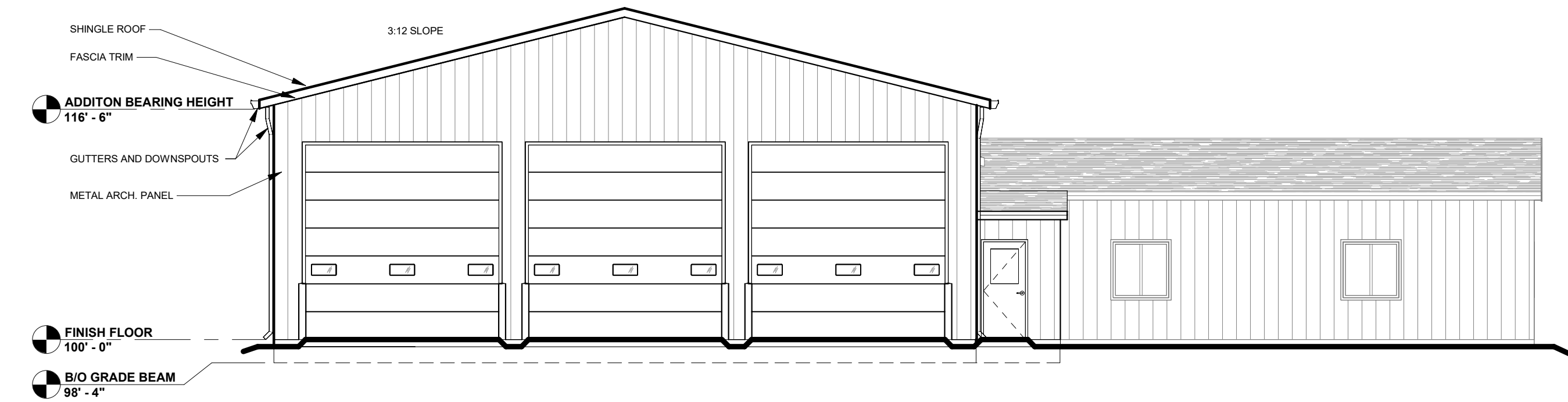
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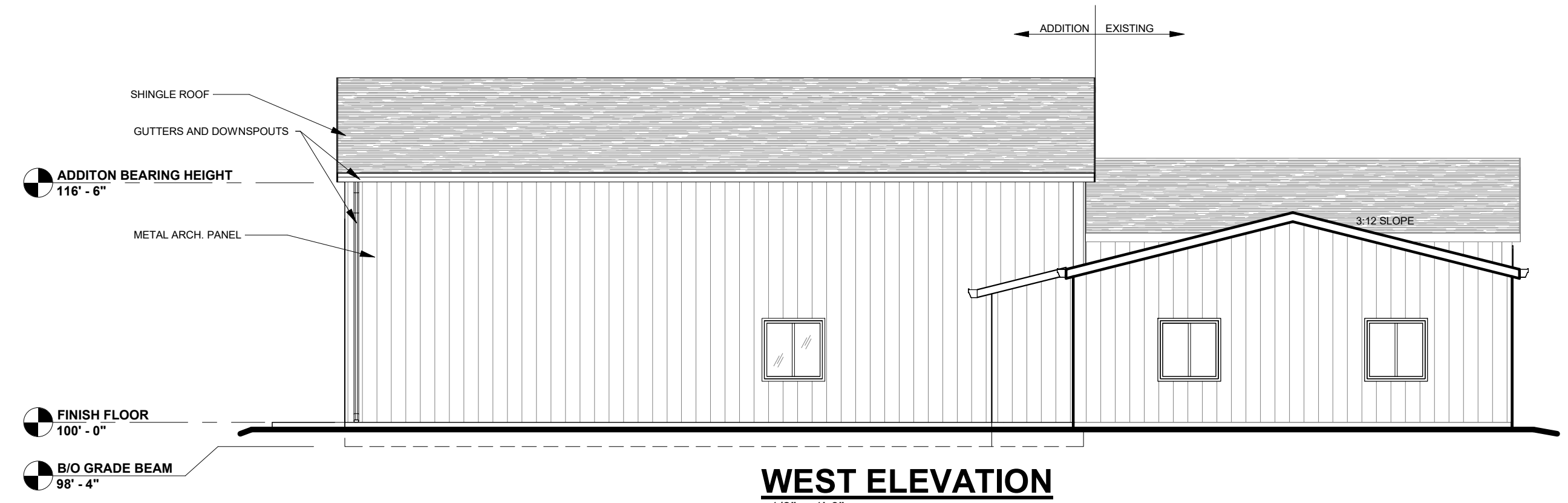
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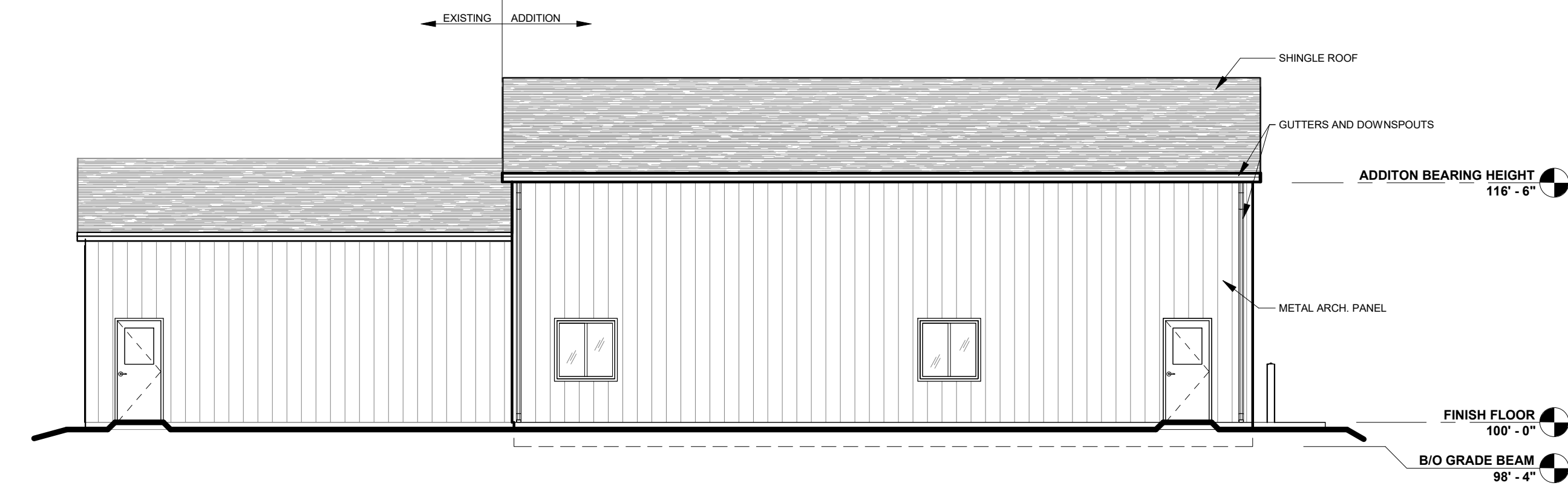
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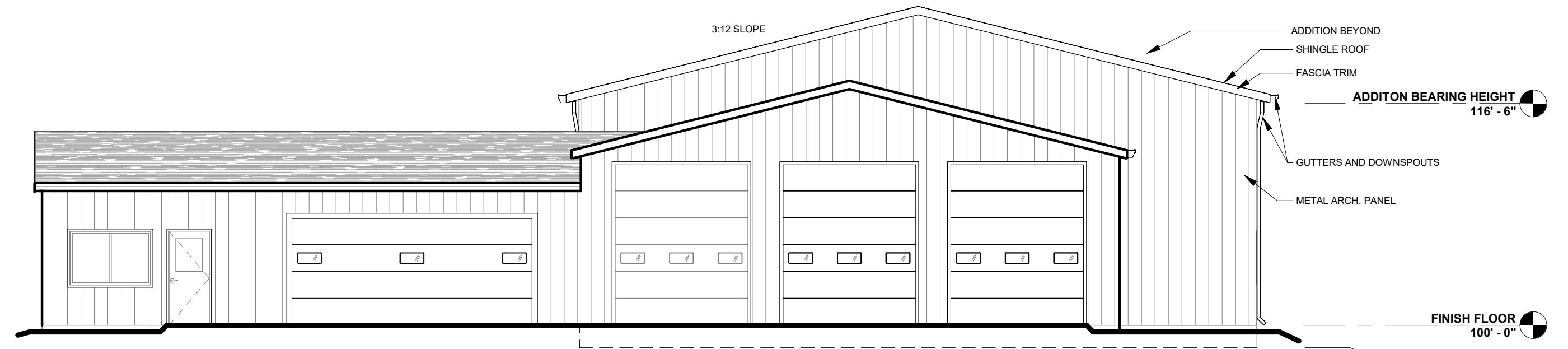
NORTH ELEVATION
 1/8" = 1'-0"



WEST ELEVATION
 1/8" = 1'-0"



EAST ELEVATION
 1/8" = 1'-0"



SOUTH ELEVATION
 1/8" = 1'-0"

MUNICIPAL GARAGE ADDITION FOR:
VILLAGE OF EPHRAIM
 WISCONSIN
 EPHRAIM,

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SUPERVISOR: -----
PRELIMINARY NO: P20294
CONTRACT NO: -----
DATE: 10.03.2022
SHEET: **A2.0**

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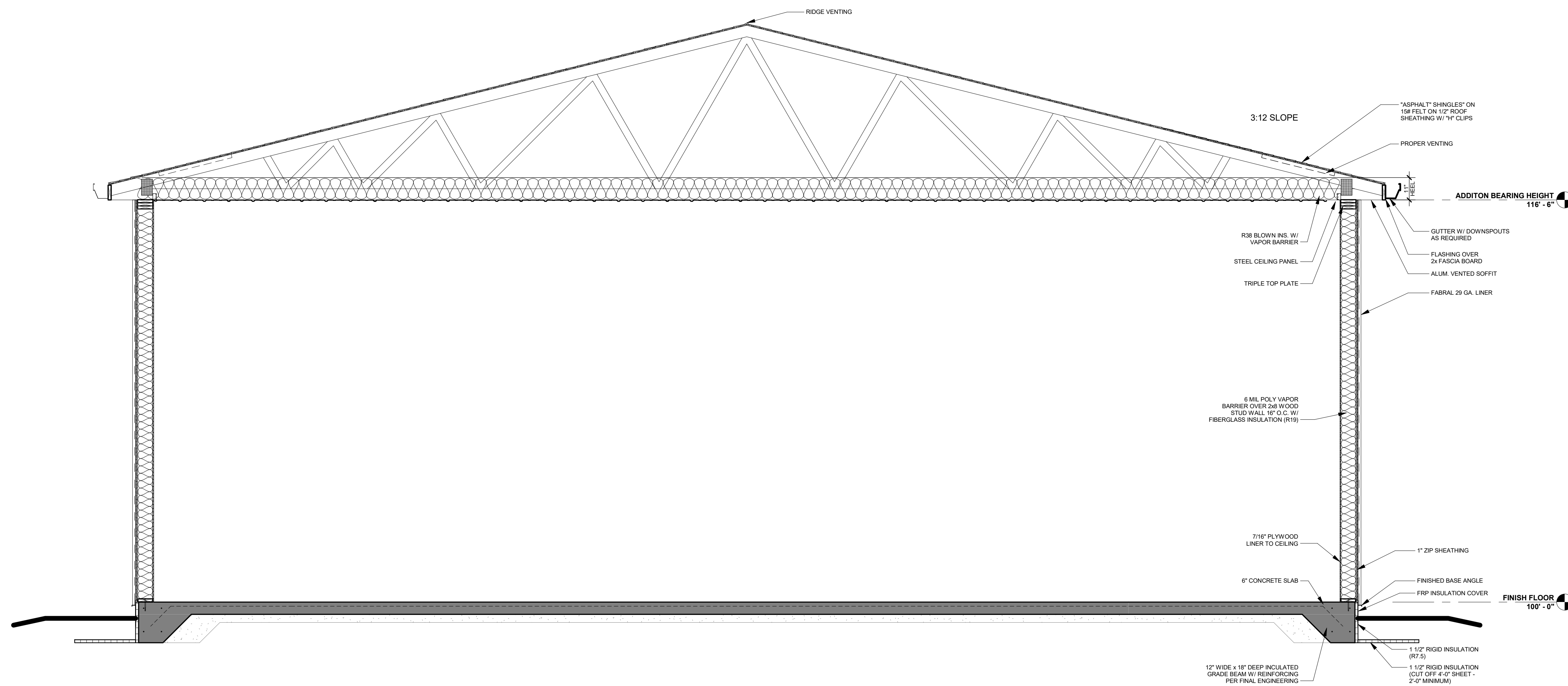
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CROSS SECTION
3/8" = 1'-0"

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A3.0



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Offices in Fox Cities, Madison,
Milwaukee, & Wausau

Village of Ephraim – Public Works Garage (Demo Existing and Build New)

Preliminary Budget Estimate

Revised 10/25/22

Keller Inc. is pleased to provide the Village of Ephraim Fire Department with preliminary plans and a Budget Estimate for a New Public Works Garage at the same location of the existing Public Works Garage located at 10285 Townline Drive. Keller Architect Jim Stojke and Project Manager Kelly Claflin initially met with met with Public Works Director Russ Salfi and Brad Rasmusson on Sept. 3, 2020 to determine needs for preliminary design. Subsequent meetings with Russ Salfi, Brad Rasmusson and Justin MacDonald occurred on October 27, 2020 to present Preliminary plans for review and comment. The Village Board of Trustees prepared a Capital Improvement list of projects in December of 2020. Based on the list of projects and a heavy cost to do Village shoreline improvements the Public Works Project and Fire Station project were to be put on the shelf for a few years. In April of 2022 Russ Salfi contacted Kelly Claflin to inform him that the Ad Hoc Project Committee has now started the process of identifying which capital improvement projects to proceed with and would like to meet again to make a few changes to the previous plans.

Russ Salfi requested a meeting with Keller and the Ad Hoc Committee members on site on May 4, 2022 to review the scope of the project where left off and discuss plan changes for both the Maintenance Building Fire Station project. The Committee was going to review the comments of the meeting and meet internally to prioritize the projects and discuss potential plan changes prior to Keller Budgeting the project. Minor Changes to the plans were then made by Keller and Keller was directed to prepare the Preliminary Budget estimate from those revised plans. The Preliminary Budget estimate is based on Revised Preliminary drawings C1.0, A1.0, A2.0 and A3.0 dated 10/03/22 prepared by Keller, Inc. after a meeting with the Building Committee on 8/24/2022 which requested to option a new Building in addition to a remodel.

It is important to note that this is a preliminary budget estimate. It is also very important to note that the Construction industry has experienced unprecedented cost increases in the past two years due to the pandemic and inflation. If the Village of Ephraim decides to move forward with the project the Village would be required to prepare state approved design documents and issue for competitive bidding per State Statutes. Actual costs may be higher or lower and will not be known until bid date. The Budget was also prepared without Civil Engineering drawings. An experienced Keller Estimator budgeted the project as if we were pricing the project for Bidding. The remainder of the budget was prepared with assistance of subcontractors that Keller has used for similar projects. Quantity takeoffs for building materials and labor along with comparable similar projects designed and constructed recently by Keller were used to complete the budget estimate.

No definitive time frame has been established when the project would be approved. For budget estimating purposes however, it was assumed that the Design Process could start in November of 2022 and the earliest construction could start is Spring of 2023 and be completed by end of year 2023. Should the project Design be started later than November 2022 the Budget would have to be adjusted accordingly based on current market conditions.

The Preliminary Budget estimate is intended to be all inclusive. Specifically included are State approved Architectural Design, Structural Design, Plumbing Design, HVAC Design Electrical Design, Civil Engineering and Construction Management fees, General Condition costs, State Plan approval and Permit fees, Building and Site work costs, and a construction contingency allowance of \$75,000.00

ADDRESS

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FAX

920-766-5004

WEB SITE

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Project Scope

- Excavate and Grading for building and site improvements
- Demolition of existing Building
- Building and Site work staking
- Storm Sewer, Water and Sanitary connections
- Asphalt paving
- Building and Site Concrete
- Pre-Engineered Metal Building
- Finish Carpentry
- Gypsum Board and Plastering in Office, Meeting and Unisex
- Cabinets and countertops
- Landscape allowance of \$2,000
- Insulation and Poly
- Standing Seam Metal Roof
- Soffit & Fascia with gutters and downspouts
- Interior Masonry Firewall
- Hollow metal doors and frames
- Overhead doors with Operators
- Acoustical ceiling in Meeting, Office and Unisex rooms
- Interior Trim, Doors and Hardware
- Toilet Accessories
- Flooring in Offices
- Painted Drywall in Office, Meeting and Unisex
- HVAC
- Electrical
- Plumbing

Estimated Budget Range to Design and Construct a new 5,000 sq. ft Building

Budget Range = \$1,450,000 - \$1,490,000

Option #1: Asphalt Paving from Townline Road Inc. loop around Drop off Dump rd. **Budget = \$124,740.00**

Option # 2: Add Asphalt paving in entire area of Pole Building **Add \$8,775.00**

Option # 3: Add Asphalt paving for Alt. #1 Pave between Drive around and Pole Building **Add \$65,790.00**

Option # 4: Add Asphalt paving around wastewater plant and (2) ramps **Add \$73,360.00**

Kelly Claflin
Keller Construction Project Manager

SHEET INDEX

- C1.0 SITE PLAN
- A1.0 FLOOR PLAN
- A2.0 ELEVATIONS
- A3.0 SECTIONS

BUILDING INFORMATION

Existing Building Size	4,883 S.F.	61%
Proposed Building Addition Size	3,063 S.F.	39%
Total Size	7,946 S.F.	100%

BUILDING CODE ANALYSIS

PROJECT ADDRESS
10,285 Townline Rd, Ephraim, WI 54211

APPLICABLE CODES
2015 International Building Code (w/ WI Amendments)
ASHRE Standard 90.1-2013
2015 IEBC (Level #3 Addition)

OCCUPANCY
S1-STORAGE REPAIR
Accessory Use
B
Incidental Use
N/A
High-Piled Combustible Storage NO
Hazardous Materials NO

HEIGHT & AREA
Building Height: 15'-4"
Number of Stories: 1
Total Building Area: VARIES Maximum Allowed: 15,750 S.F.
Total Fire Area: VARIES Maximum Allowed: 5,000 S.F.
Mixed Occupancies YES
Unlimited Area Building NO

CONSTRUCTION TYPE
Construction Classification 2B
Fire Separation Distance <40'-0"

FIRE PROTECTION SYSTEMS
Assumed Sprinkler Type N/A
Fire Alarm System NO

MEANS OF EGRESS
Occupant Load 2
Panic Hardware NO

STRUCTURAL DESIGN
Risk Category 2
Roof Live Load -- psf
Second Floor/Mezz Live Load -- psf
Ground Snow Load 40 psf Exposure Factor -- Thermal Factor --
Wind Load 90 MPH Exposure Category --
Seismic Site Class --

PLUMBING SYSTEMS
Mens WC Required YES
Womens WC Required NO
Drinking Fountain YES (BOTTLE)
Other Source

MECHANICAL SYSTEMS
X

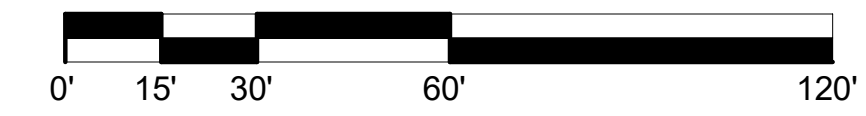
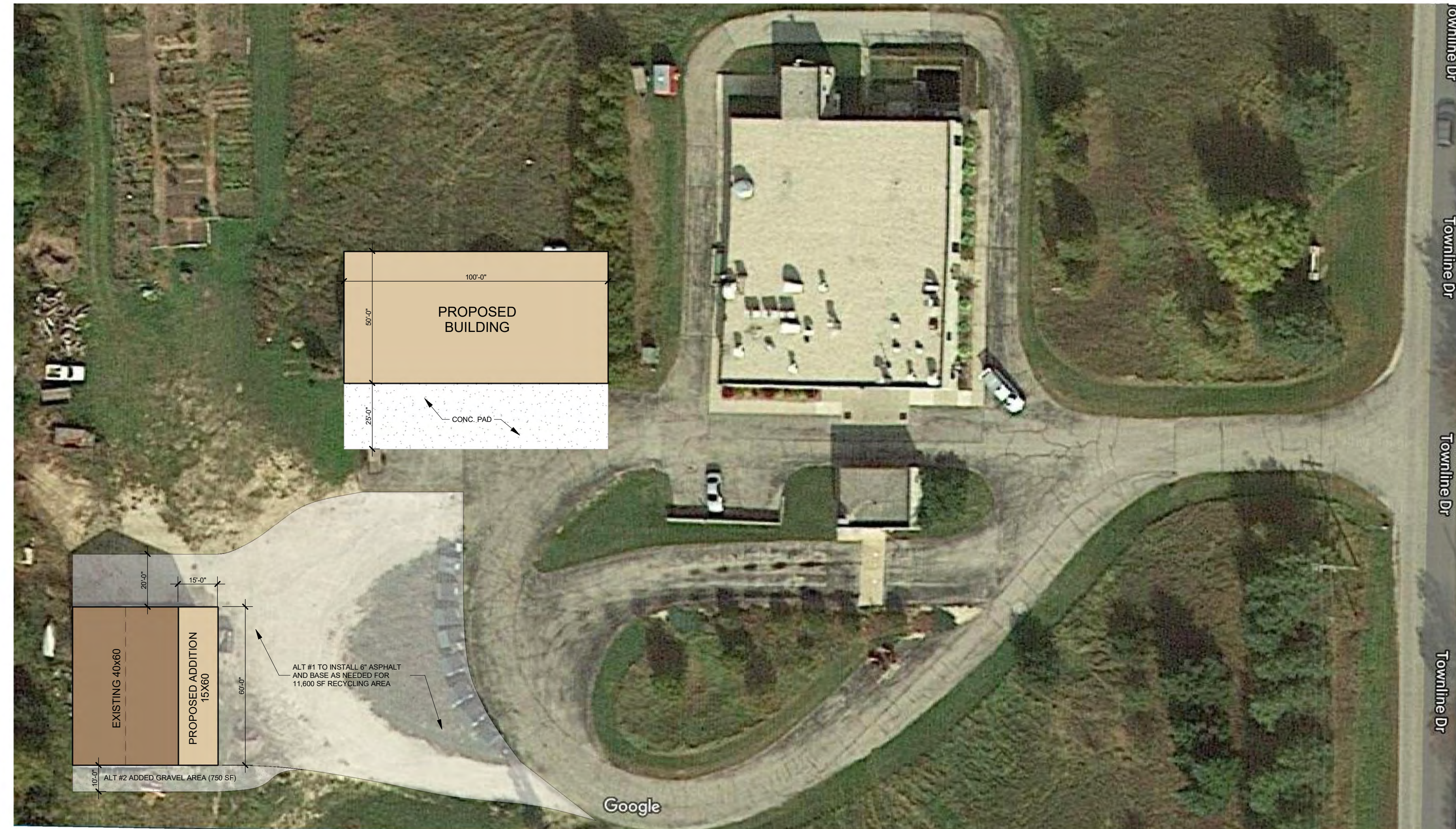
SITE INFORMATION

SITE CONTENT

Building Size	-- S.F.	--%
Hard Surface	-- S.F.	--%
Green Space	-- S.F.	--%
Parcel Size (Approx.)	-- S.F.	-- Acres
Parking Provided	-- Stalls	
Area of Disturbance	-- S.F.	

ZONING

Property Zoning	--
Setbacks	FY --" SY --" RY --"
Hard Surface Setback	--"
Coverage Limit	--%
Greenspace Requirement	--%
Parking Required	-- Stalls
Refuse Enclosure	YES/NO
RTU SCREENING	YES/NO



THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

MUNICIPAL GARAGE ADDITION FOR:

VILLAGE OF EPHRAIM

EPHRAIM, WISCONSIN



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MUNICIPAL GARAGE ADDITION FOR:

VILLAGE OF EPHRAIM

EPHRAIM, WISCONSIN

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PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS	
1	
2	
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DESIGNER:
J. STOJKE

DRAWN BY:
JHS

EXPEDITOR:

SUPERVISOR:

PRELIMINARY NO.:
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DATE:
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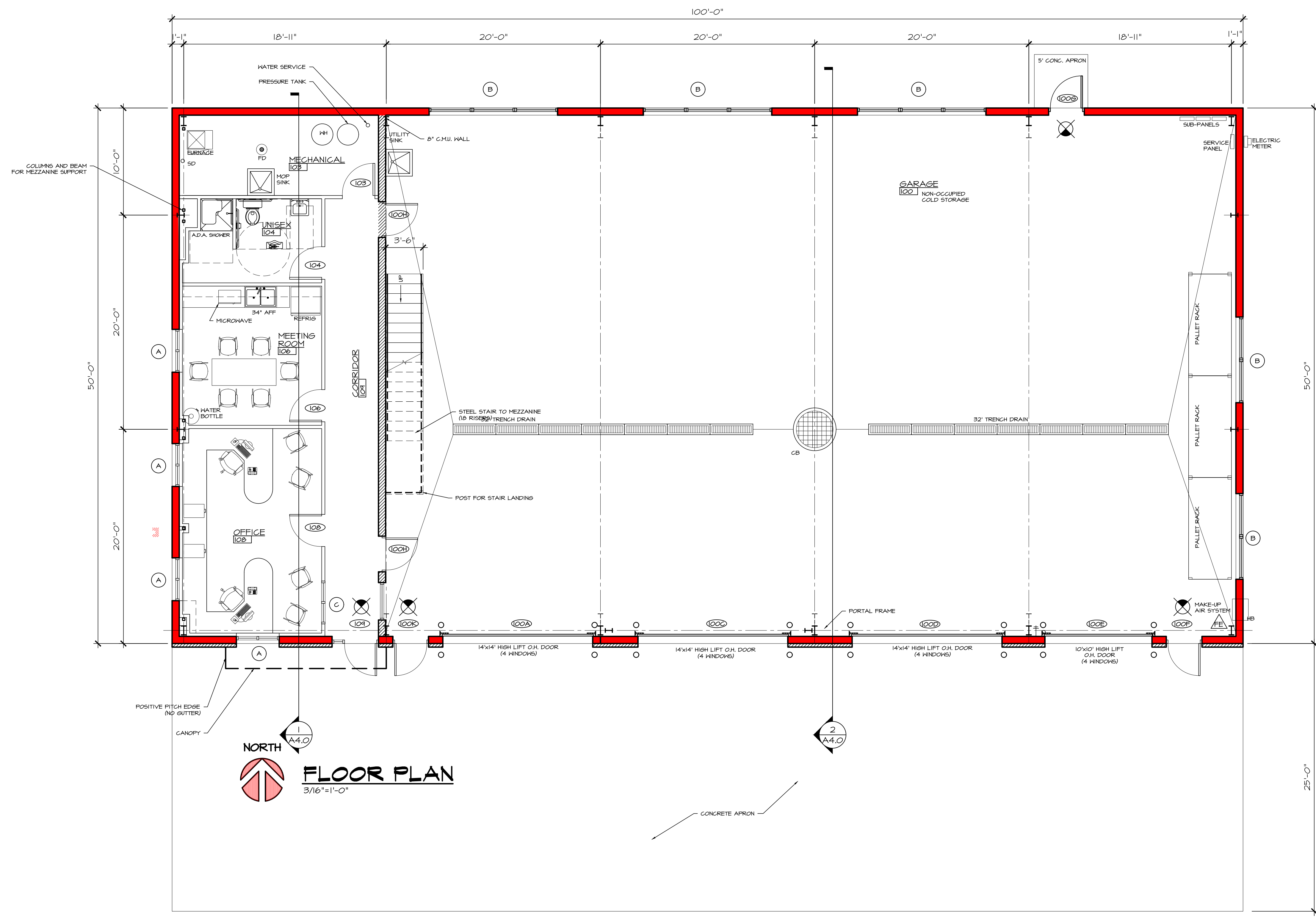
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PROPOSED PUBLIC WORKS GARAGE FOR:
VILLAGE OF EPHRAIM
WISCONSIN
EPHRAIM

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REVISIONS

△	OCT. 7 2011	PAS

PROJECT MANAGER: K. CLAFLIN

DESIGNER: J. STOJKE

DRAWN BY: JHS

EXPEDITOR: _____

SUPERVISOR: _____

PRELIMINARY NO.: _____

CONTRACT NO.: _____

DATE: OCT 3 2022

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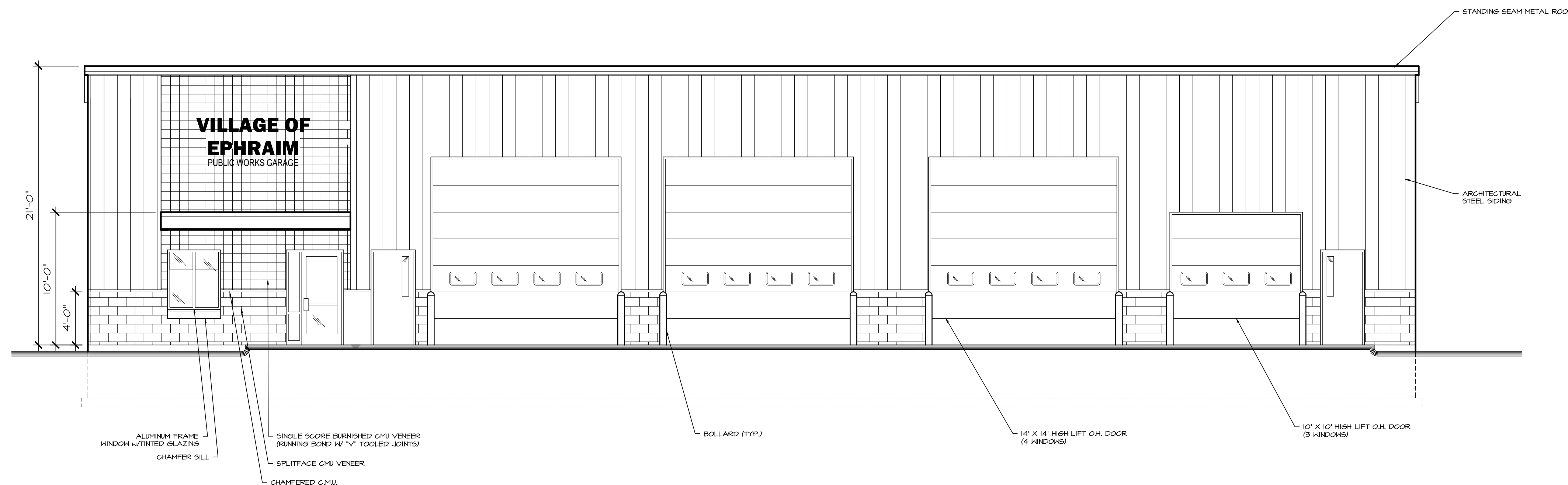
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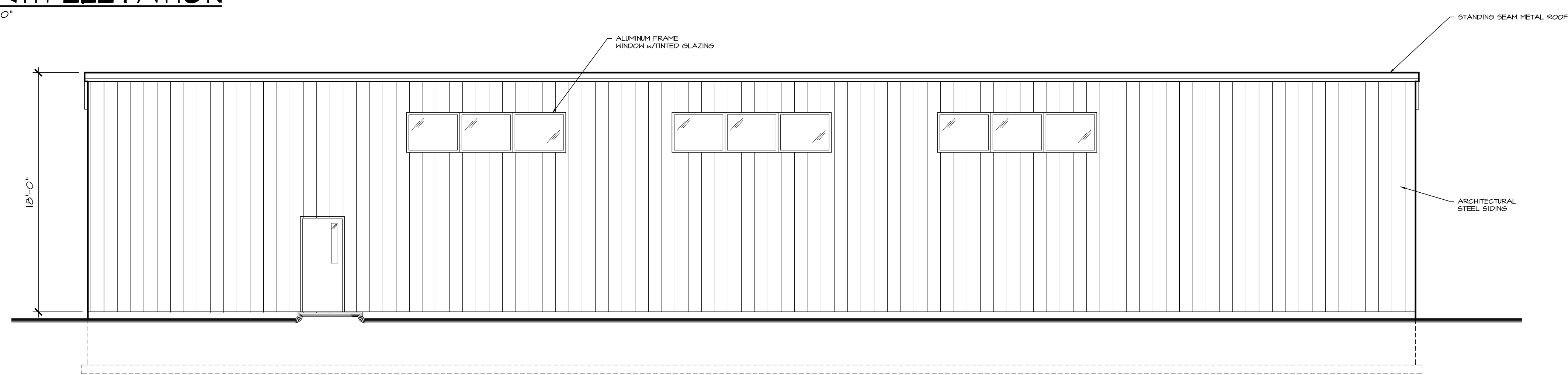
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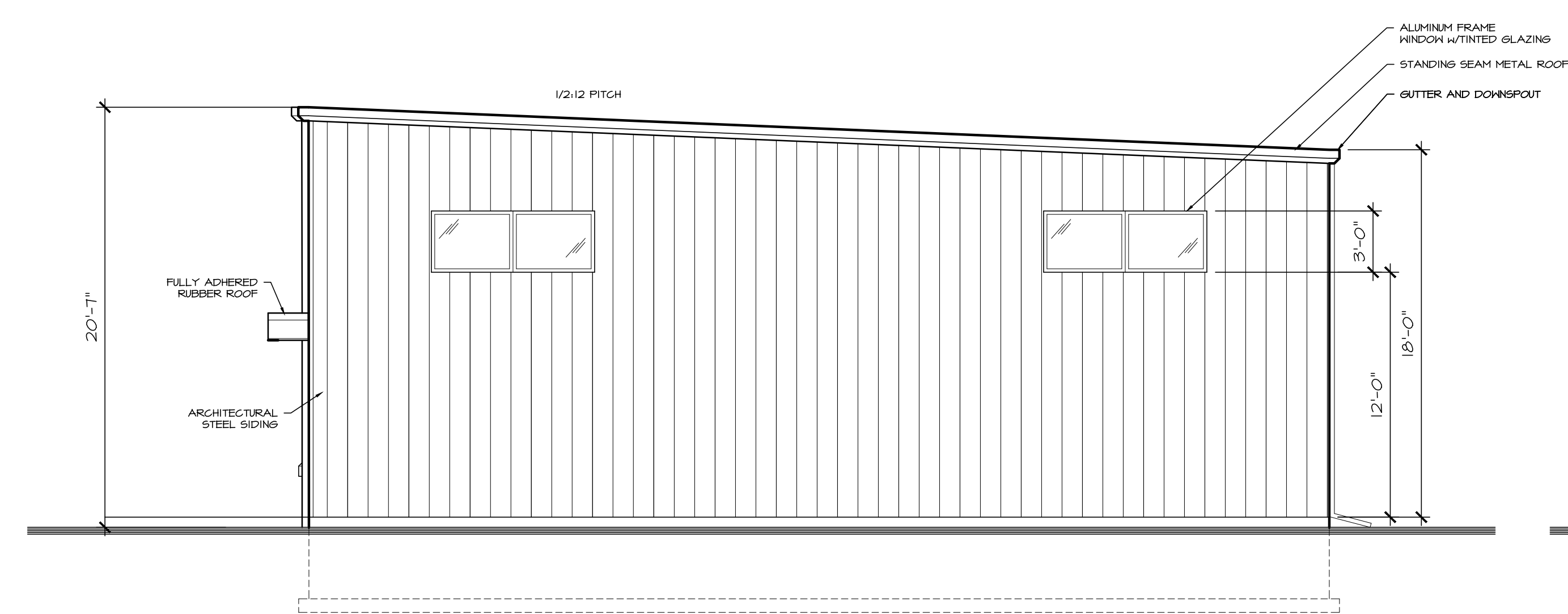
NORTH ELEVATION

3/16"=1'-0"



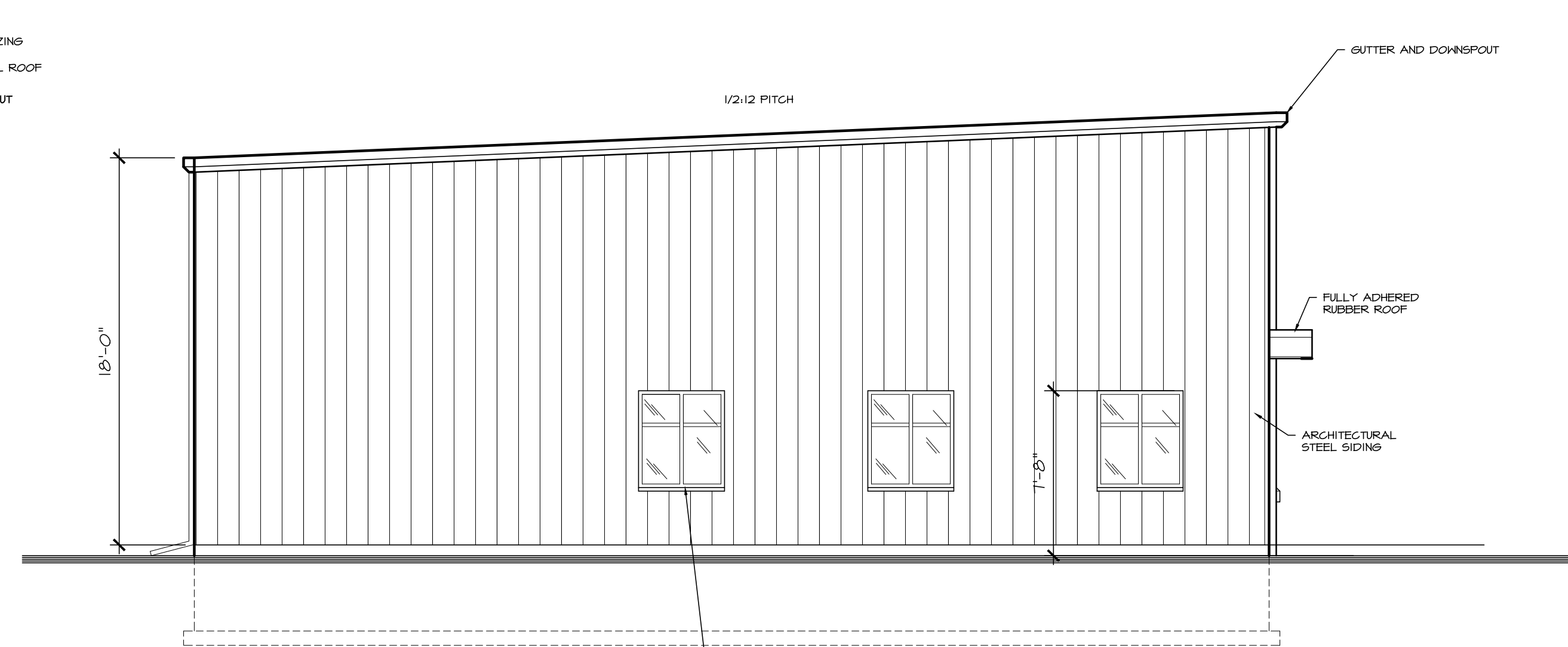
SOUTH ELEVATION

3/16"=1'-0"



WEST ELEVATION

3/16"=1'-0"



EAST ELEVATION

3/16"=1'-0"

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 SUPERVISOR: _____
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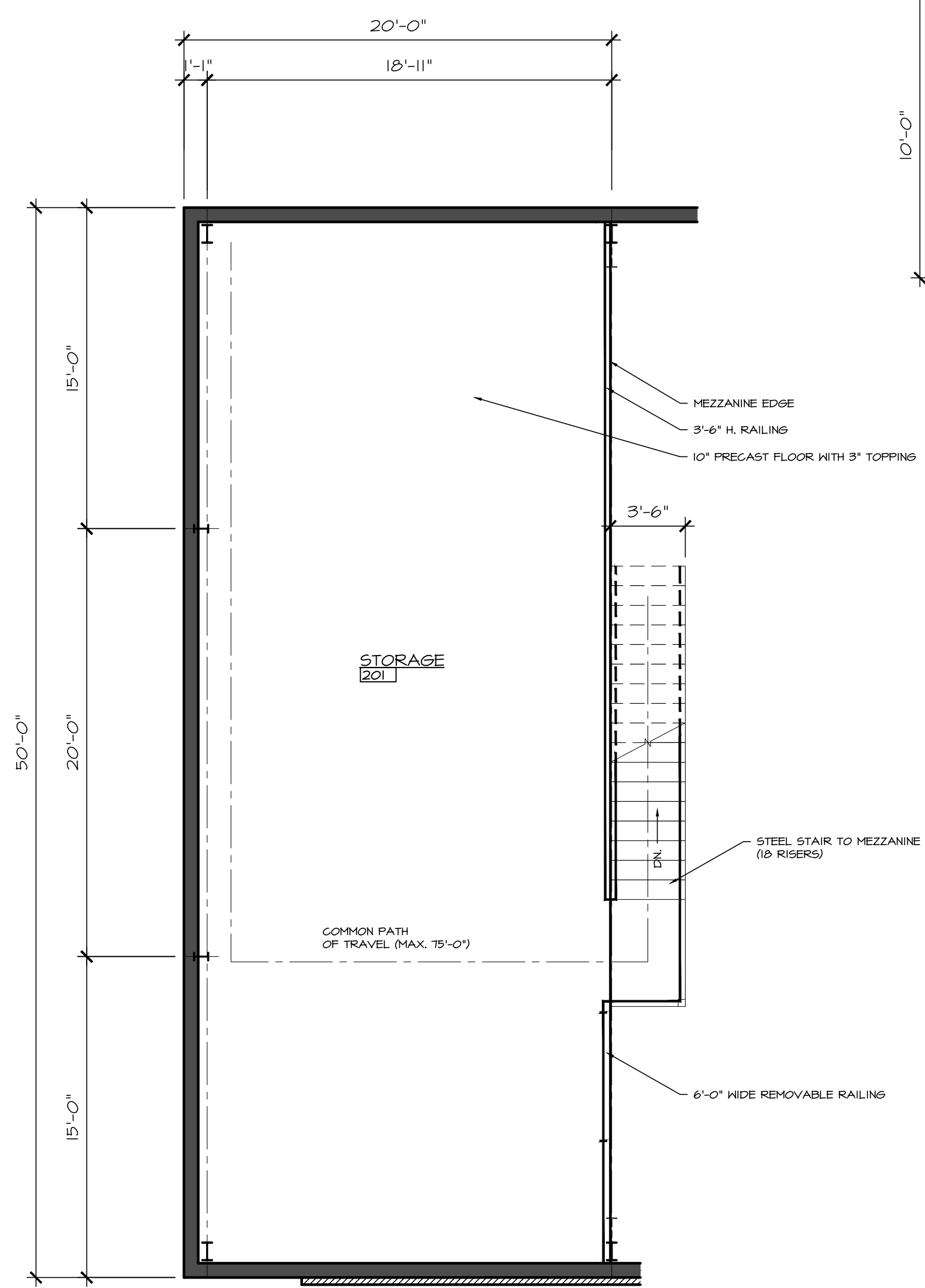
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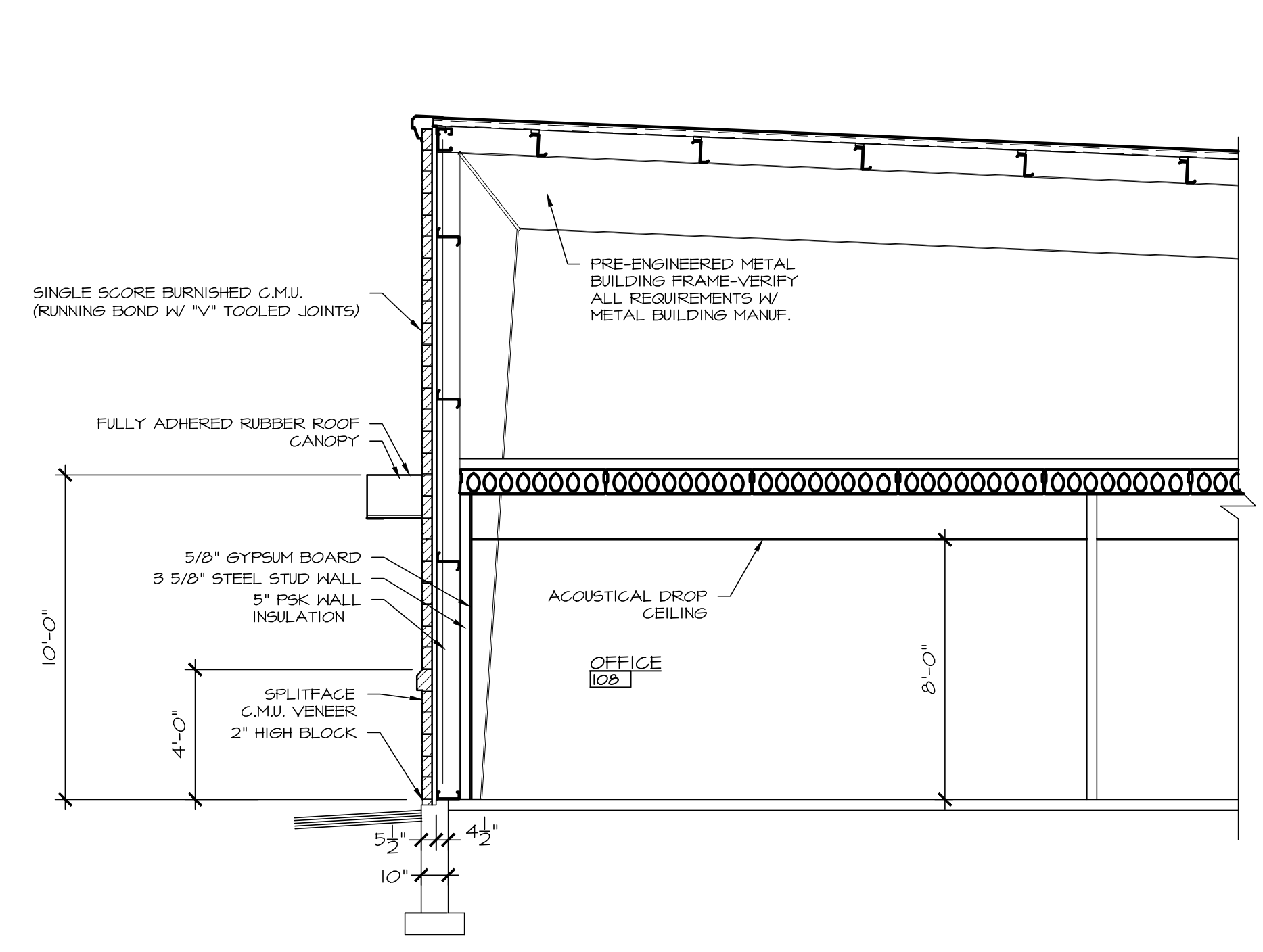
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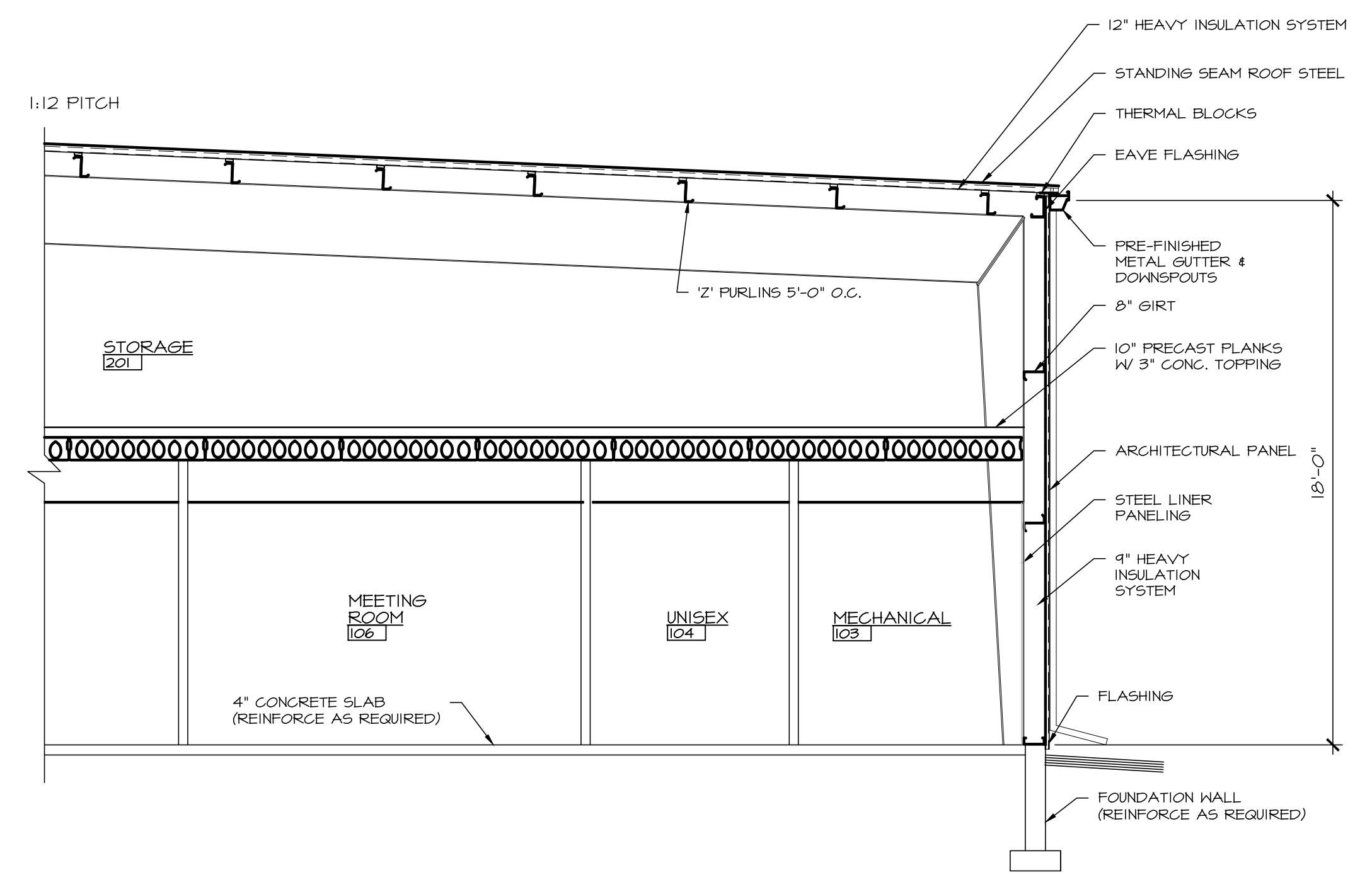
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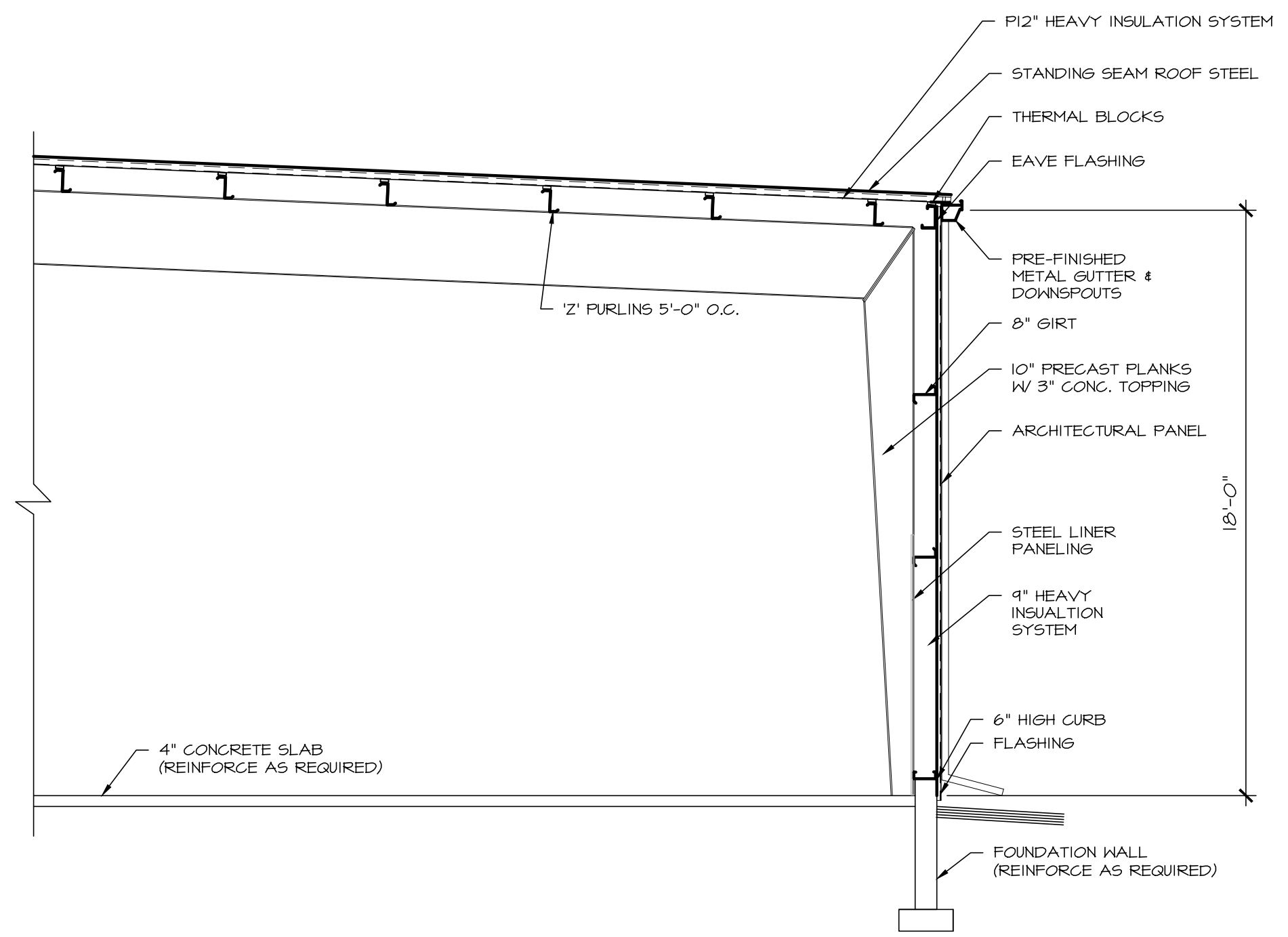
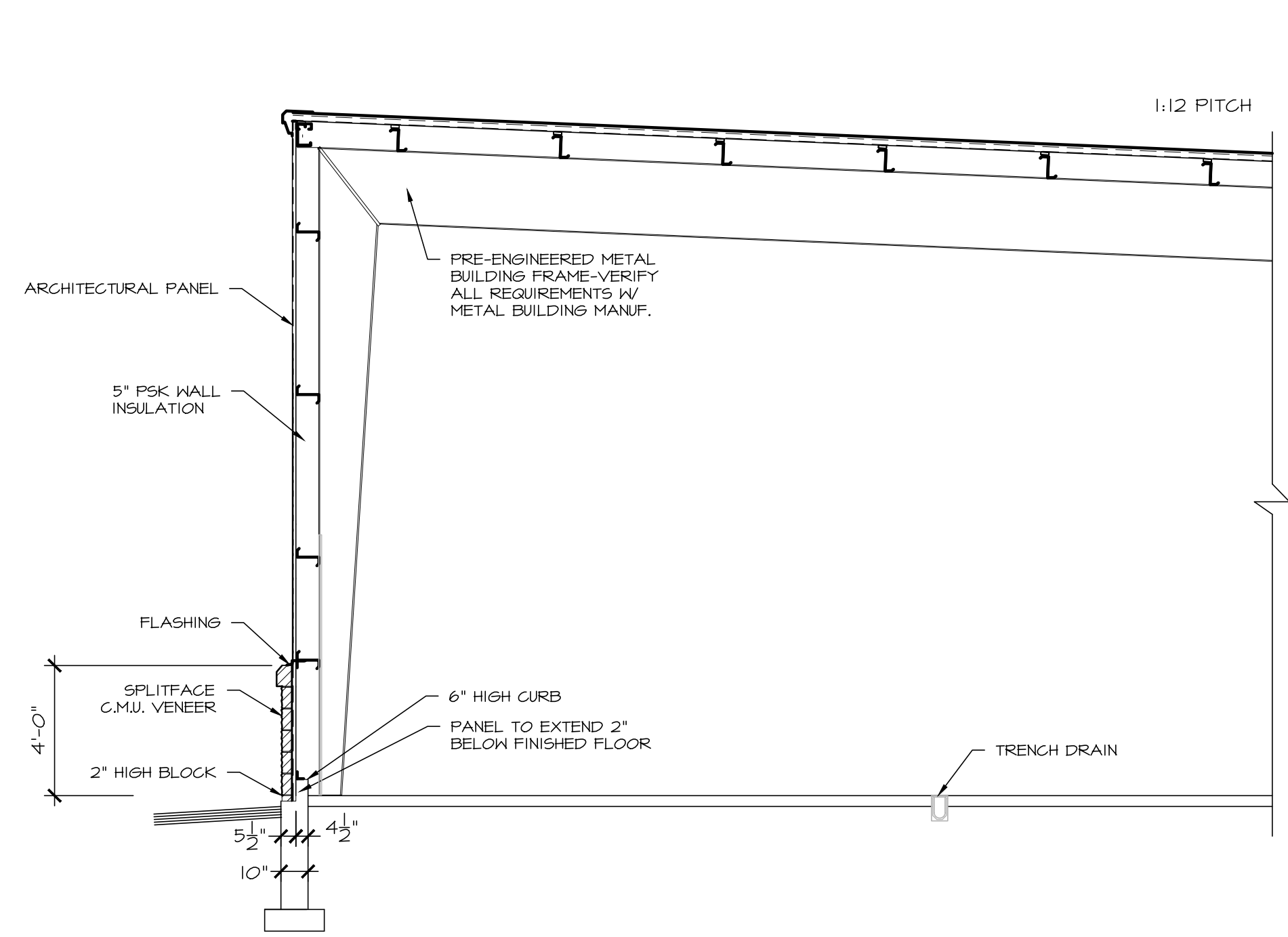
MEZZANINE PLAN
1/4"=1'-0"



1 BUILDING SECTION
1/4"=1'-0"



2 BUILDING SECTION
1/4"=1'-0"





Village of Ephraim – Pole Building Addition Preliminary Budget Estimate

Revised 10/25/22

Keller Inc. is pleased to provide the Village of Ephraim Fire Department with preliminary plans and a Budget Estimate for an addition and remodel to their existing Public Works Garage. The proposed addition and remodel would be located at 10285 Townline Drive. The Proposed addition would be attached to the North side of the Existing Public Works Garage. Keller Architect Jim Stojke and Project Manager Kelly Claflin initially met with Public Works Director Russ Salfi and Brad Rasmusson on Sept. 3, 2020 to determine needs for preliminary design. Subsequent meetings with Russ Salfi, Brad Rasmusson and Justin MacDonald occurred on October 27, 2020 to present Preliminary plans for review and comment. The Village Board of Trustees prepared a Capital Improvement list of projects in December of 2020. Based on the list of projects and a heavy cost to do Village shoreline improvements the Public Works Project and Fire Station project were to be put on the shelf for a few years. In April of 2022 Russ Salfi contacted Kelly Claflin to inform him that the Ad Hoc Project Committee has now started the process of identifying which capital improvement projects to proceed with and would like to meet again to make a few changes to the previous plans.

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It is important to note that this is a preliminary budget estimate. It is also very important to note that the Construction industry has experienced unprecedented cost increases in the past two years due to the pandemic and inflation. If the Village of Ephraim decides to move forward with the project the Village would be required to prepare state approved design documents and issue for competitive bidding per State Statutes. Actual costs may be higher or lower and will not be known until bid date. The Budget was also prepared without Civil Engineering drawings. An experienced Keller Estimator budgeted the project as if we were pricing the project for Bidding. The remainder of the budget was prepared with assistance of subcontractors that Keller has used for similar projects. Quantity takeoffs for building materials and labor along with comparable similar projects designed and constructed recently by Keller were used to complete the budget estimate.

No definitive time frame has been established when the project would be approved. For budget estimating purposes however, it was assumed that the Design Process could start in November of 2022 and the earliest construction could start is Spring of 2023 and be completed by end of year 2023.

Should the project Design be started later than November 2022 the Budget would have to be adjusted accordingly based on current market conditions.

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The Preliminary Budget estimate is intended to be all inclusive. Specifically included are State approved Architectural Design, Structural Design, Plumbing Design, HVAC Design Electrical Design, Civil Engineering and Construction Management fees, General Condition costs, State Plan approval and Permit fees, Building and Site work costs.

Project Scope

- Excavate and Grading for building and site improvements
- Demolition of existing to receive new addition
- Building and Site work staking
- Asphalt paving in existing Pole Building
- Building concrete pads for 2x6 posts
- Wood framed Rough carpentry
- Guard posts at Overhead doors
- 29 gage metal wall and roof panels
- Hollow metal door and frames
- (2) Overhead doors
- Electrical

Estimated Budget Range to Design and Construct a new 900 sq. ft. Lean to Addition and 840 sq. ft. asphalt in existing Pole Building
Budget Range = \$150,000 - \$161,560

Alternate # 1 Add Gravel Base to 11,600 sq. ft. for Recycling area **Add \$11,147**

Alternate #2 Add Gravel Base to 750 sq. ft. south of existing pole Building **Add \$ 1,968**

Kelly Claflin
Keller Construction Project Manager



Keller

PLANNERS | ARCHITECTS | BUILDERS

FOX CITIES
 N216 State Road 55
 P.O. Box 620
 Kaukauna, WI 54130
 PHONE (920) 766-5795 /
 1-800-236-2534
 FAX (920) 766-3004

MADISON
 711 Lake Dr.
 Sun Prairie, WI 53590
 PHONE (608) 318-2336
 FAX (608) 318-2337

www.kellerbuilds.com

MILWAUKEE
 W204 N11509
 Coltondale Rd
 Germantown, WI 53032
 PHONE (262) 250-9710
 1-800-236-2534
 FAX (262) 250-9740

WAUSAU
 5605 Lilaac Ave
 Wausau, WI 54401
 PHONE (715) 849-3141
 FAX (715) 849-3181

PROPOSED STORAGE BUILDING ADDITION FOR --

VILLAGE OF EPHRAIM

WISCONSIN
 EPHRAIM,

"COPYRIGHT NOTICE"
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REVISIONS

1		
2		
3		
4		
5		
6		

PROJECT MANAGER:
K. CLAFLIN

DESIGNER:
J. STOJKE

DRAWN BY:
JHS

EXPEDITOR:

SUPERVISOR:

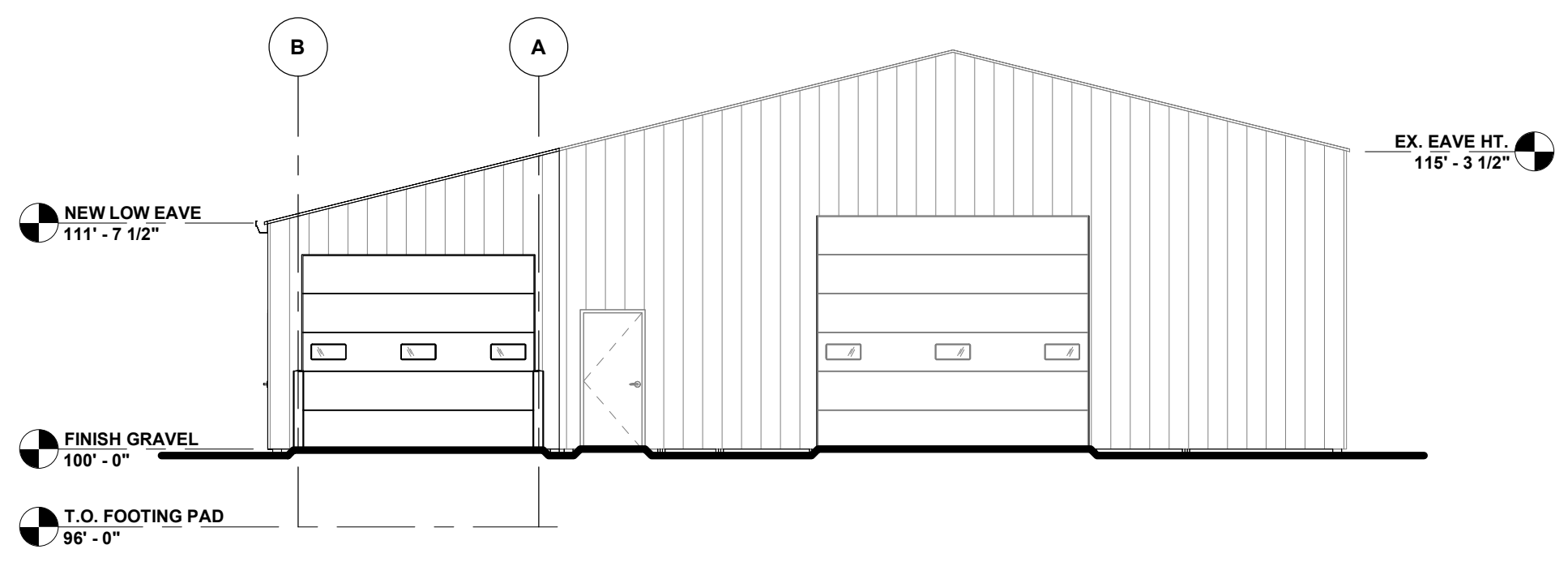
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P20294

CONTRACT NO.:

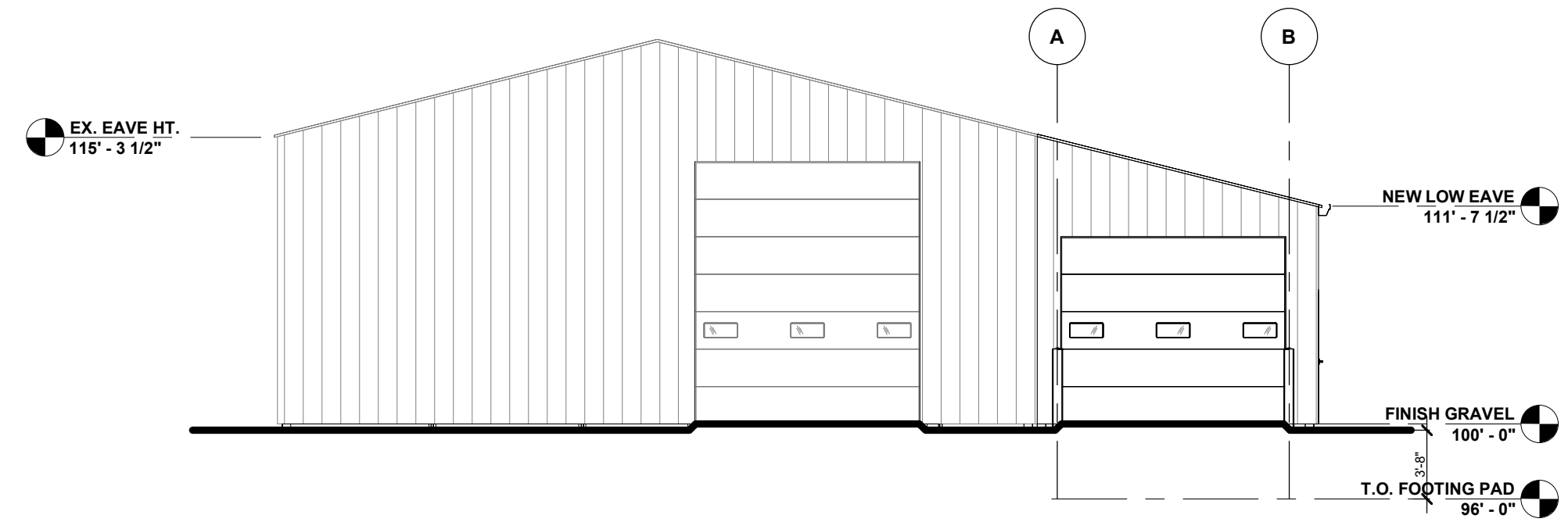
DATE:
03 MAY 2021

SHEET:
A2.0

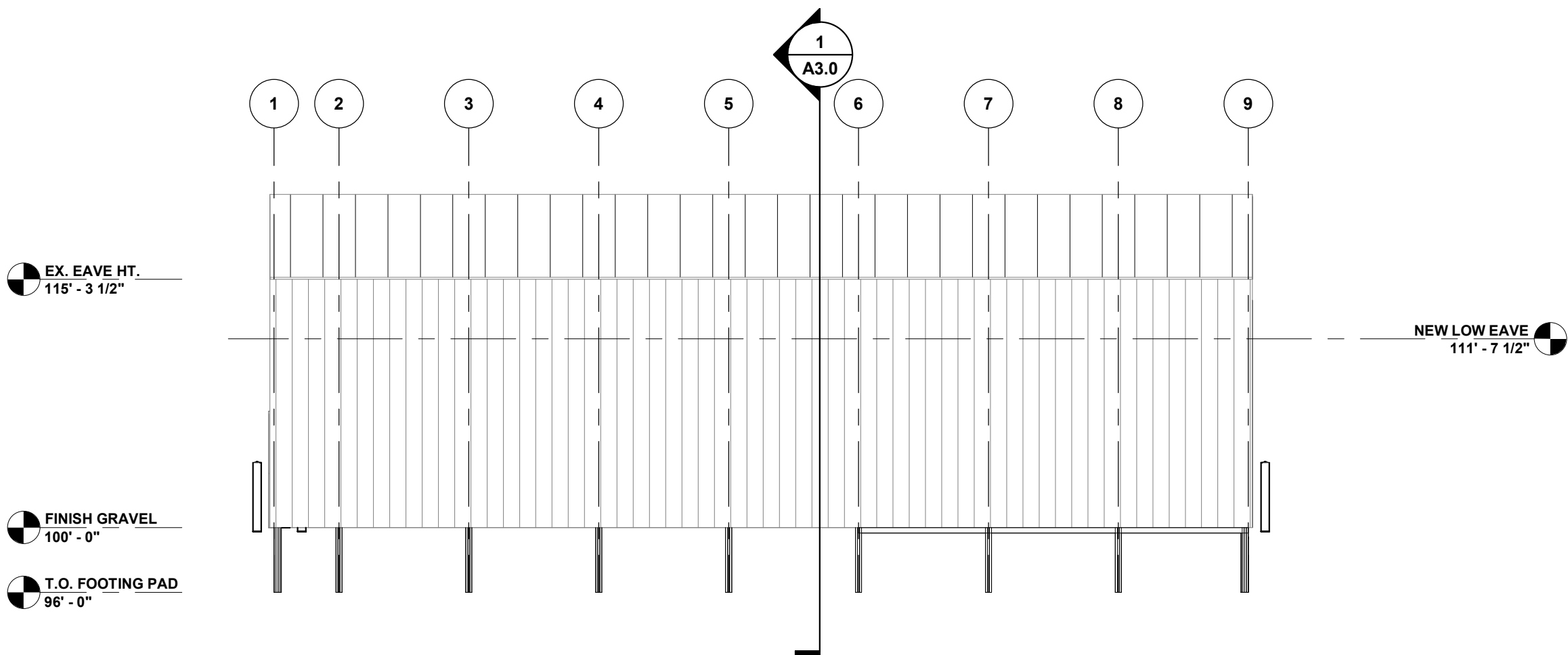
PRELIMINARY - NOT FOR CONSTRUCTION



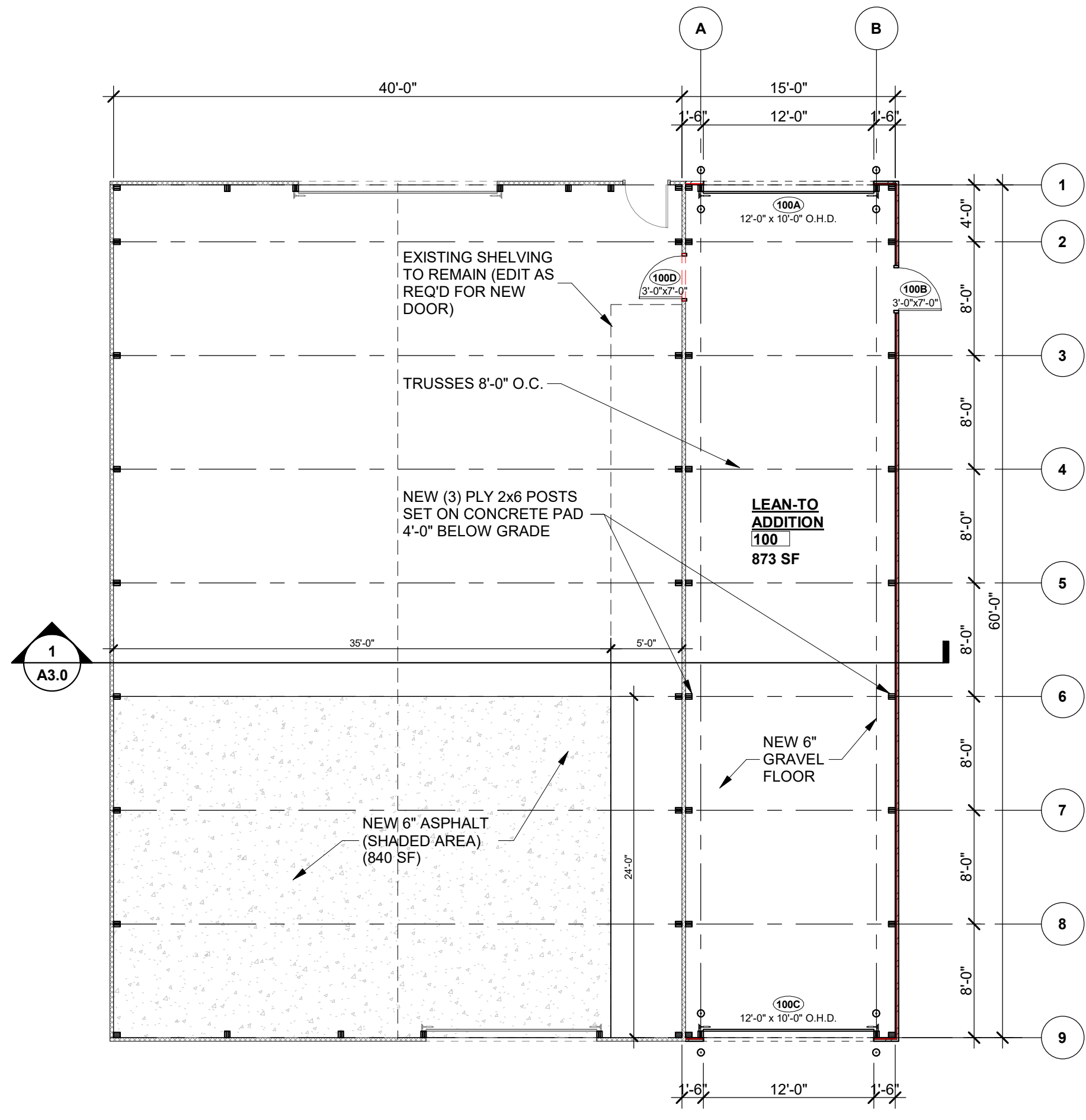
NORTH ELEVATION
1/8" = 1'-0"



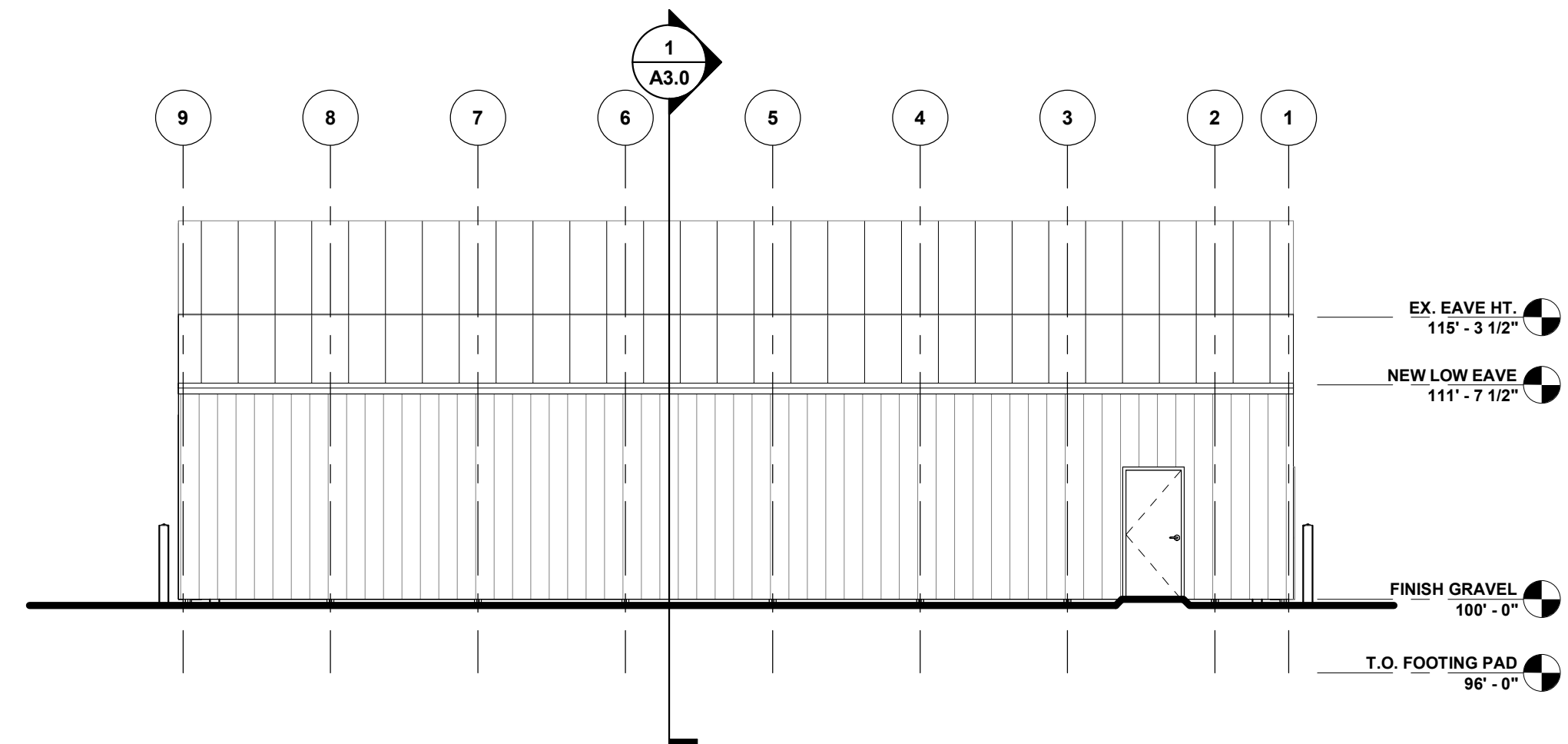
SOUTH ELEVATION
1/8" = 1'-0"



WEST ELEVATION
1/8" = 1'-0"



FLOOR PLAN
1/8" = 1'-0"



EAST ELEVATION
1/8" = 1'-0"

JUNE

1st

Get Involved

Cleanup COMMUNITY



Join your neighbors in cleaning up your Ephraim neighborhood.

Saturday, June 1, 2024

Trash bags will be available on Friday, May 31st, at the Village hall, if needed, from xx to xx.

After collecting litter in your neighborhood, bring it to the Village Hall between 9 AM and Noon.

Stay to enjoy a community celebration of a

CLEAN EPHRAIM

with juice, coffee, and doughnuts.



Sponsored by the Village of Ephraim Green Tier Committee and the Ephraim Business Council.



**VILLAGE OF EPHRAIM
RESOLUTION 04-2024
AMENDING THE 2023 BUDGET**

A resolution amending the 2023 Budget of the Village of Ephraim, Wisconsin, adopted by two-thirds majority vote of the Village Board.

BE IT RESOLVED by the Village Board of Trustees of the Village of Ephraim to authorize the reallocation of budget amounts as indicated on the attached documents.

Passed and approved by the Village Board of Trustees at its regular meeting on the 14th day of May 2024.

VILLAGE OF EPHRAIM

By: _____
Michael McCutcheon, M.D., Village President

Attest: _____
Andrea Collak- Clerk

Published this _____ day of _____ 2024.

Published By: _____

**VILLAGE OF EPHRAIM
BUDGET ADJUSTMENT RESOLUTION 02-2024
Attach 1**

	GL Account	Increase (Decrease)
REVENUES:		
Fund Balance Applied (Unassigned)		
Fund Balance Applied (Committed Funds Bond Proceeds)		
Fund Balance Applied (Committed Funds Room Tax)		\$ 151,532.25
Fund Balance Applied (Committed Funds PRAT)		\$ 16,420.16
Fund Balance Applied (Committed Funds Capital Reserve)		\$ 40,766.97
TOTAL REVENUE		\$ 208,719.38
EXPENSES:		
Quantum-Audio-Video/VH	100-10-51400-334	\$ 11,867.92
Stantec-VH Parking Plan	100-20-53322-820	\$ 2,203.00
Death's Door Marine-Firehouse Dock	202-40-55431-360	\$ 13,461.50
	100-20-55200-830	\$ 13,461.50
Servpro-Graffiti Clean Up-Anderson Dock	100-20-52200-840	\$ 5,738.40
Sherwin-Williams-Graffiti Coating	100-20-55200-840	\$ 316.50
Vermeer-WI-Wood Chipper	100-20-53302-810	\$ 86,434.05
Martin Systems-Key Pad VH	100-20-53302-810	\$ 1,769.38
County-Hoganson, Highland Roads	100-20-53302-830	\$ 40,766.97
AECOM-Anderson Dock	100-10-56700-720	\$ 9,030.00
County-Admin Building Parking Lot	100-20-53302-830	\$ 16,420.16
EBC-2023 FyrBal-Fireworks	100-10-56700-720	\$ 7,250.00
TOTAL EXPENSES		\$ 208,719.38
NET TOTALS		\$ -

Budget Revision Activity Report

	COMMITTED		
	Room Tax	PRAT	Capital Reserve
Balance as of January 2023	\$ 636,144.33	\$ 108,663.69	\$ 1,021,115.00
Additions per resolutions or management action			
Allocations from 2023 budget			\$ 137,655.00
Board approved action			
Room tax revenues less room tax expenses	\$ 391,519.20		
Room tax expenses -DCTZC	\$ (43,017.00)		
Room Tax Donations - DDC	\$ 43,017.00		
PRAT revenues less expenses		\$ 186,564.75	
Donations			
Deletions Description per resolution or management action			
EBC- 2023 FyrBal-Fireworks & Tourism Zone Payment	\$ 50,267.00		
Quantum-Audio-Video-VH	\$ 11,867.92		
Stantec-VH Parking Plan	\$ 2,203.00		
Death's Door Marine-Firehouse Dock	\$ 26,923.00		
Servpro-Graffiti Clean Up-Anderson Dock	\$ 5,738.40		
Sherwin-Williams-Graffiti Coating	\$ 316.50		
Vermeer-WI-Wood Chipper	\$ 86,434.05		
County-Hoganson, Highland-Transp. Aids			\$ 40,766.97
Martin Systems-Key Pad VH	\$ 1,769.38		
AECOM- Anderson Dock	\$ 9,030.00		
County- Admin Building Parking Lot		\$ 16,420.16	
Subtotal	<u>\$ 151,532.25</u>	<u>\$ 16,420.16</u>	<u>\$ 40,766.97</u>
Ending Balance	\$ 876,131.28	\$ 278,808.28	\$ 1,118,003.03

INTERGOVERNMENTAL AGREEMENT
[Tax Collection]

This Intergovernmental Agreement (“Agreement”) is made this 25th day of April, 2024 by and between Door County (“County”), and the Village of Ephraim (“Municipality”), each a public body corporate within the State of Wisconsin.

Whereas, the intergovernmental cooperation contemplated herein serves legitimate public purposes, including activities related to tax collection; and

Whereas, this Agreement is deemed to be of benefit to each of the parties and is consistent with their powers or duties under law.

IT IS THEREFORE AGREED AS FOLLOWS:

1. This is an Agreement consistent with, and a cooperative arrangement as allowed by, Section 66.0301, Wisconsin Statutes.
2. This Agreement shall become effective and binding when it is fully executed and delivered.
3. Activities related to tax collection are in the public interest, and constitute a public use and purpose.
4. The Municipality designates the County as its agent for the billing and collection of real estate taxes, special assessments and charges levied by the Municipality.
5. The County, under the terms of this Agreement, agrees to provide tax billing and collection services to the Municipality.
6. The Municipality agrees to pay the County Treasurer for performing these services in accordance with the terms of this Agreement.
7. The Municipality shall furnish to the County Treasurer the real estate assessments, special charges and special assessments for each parcel, along with the mill rate to be applied to the real estate taxes, to the County Treasurer no later than December 8th of the year preceding the year the taxes become due.
8. The County Treasurer will not collect information or fees relating to dog licenses.
9. The County Treasurer will prepare appropriate tax bills for the Municipality, specifying full payment or first installment payment due dates for real estate taxes and special charges and special assessments.
10. The tax billings will be mailed to the taxpayer by the Municipal Treasurer.
11. The County Treasurer will process the mail and counter collections of first and full payments of real estate property taxes, special charges and special assessments on behalf of the Municipality.
12. Payments received by the Municipality directly will be transmitted, along with the postmarked envelope or other notation as to the date of receipt by the Municipality, to the County Treasurer immediately. The County will note timeliness as to payment according to postmark or date certified by the Municipality. However, date of actual receipt of funds will govern the County’s receipt and deposit dates.

13. The County Treasurer will deposit collections daily. Collections will be credited the next working day into the Municipality's own interest-bearing account.
14. Per Wis. Stat., § 74.23, the Municipality will, on or before January 15th of each year this Agreement is in effect, settle for all collections received through the last day of the preceding month.
15. The Municipality will, on or before February 20th of each year this Agreement is in effect, settle for all collections received through the last day of the preceding month and all amounts timely paid under Wis. Stat., § 74.69 (1) which were not settled for under Wis. Stat., § 74.23.
16. The Municipality shall pay the school portion of its levies from information provided by the County Treasurer's Office on or before the statutorily prescribed dates.
17. The Municipality shall pay to the County the County Treasurer's additional costs associated with the billing and collection under this Agreement. In general, the County will charge actual and indirect costs for billing, preparation of paid tax receipts, additional assistance required by the County Treasurer, any actual costs incurred by the County Treasurer by failure of the Municipality to meet deadlines and other costs directly attributable to the failure of the Municipality to follow the terms of this Agreement ("Cost Reimbursement Fee").
18. The County Treasurer will prepare a Cost Reimbursement Fee billing for the Municipality based upon a reimbursement formula approved by the County Finance Committee. The billing of the specific amount for the Municipality will be sent to the Municipality on or before January 1st of each year this Agreement is in effect, and paid by the Municipality on or before March 1st of each year this Agreement is in effect.
19. The County reserves the right to change the Cost Reimbursement Fee and/or reimbursement formula upon six (6) months' prior notice to the Municipality in accordance with Section 22 of this Agreement.
20. Each party is responsible to designate an employee or official ("contact person"), who is responsible for administration of this Agreement. The contact persons are as follows:

a. Municipality:

Name:
Phone:
E-Mail:

b. Door County:

Ken Pabich, County Administrator
Phone: 920-746-2303
E-Mail: kpabich@co.door.wi.us

Contact person may be changed upon prior written notice to the other party.

21. The parties hereto agree to exercise good faith, make reasonable efforts, and take whatever cooperative action is necessary to fulfill the intent and purposes of this Agreement.
22. Any notices required or permitted hereunder shall be given in writing and shall be delivered: (a) in person, with proof of service; (b) by certified mail, postage prepaid, return receipt requested; (c) by

registered mail, postage prepaid, with evidence of safe delivery from the U.S. Postal Service; or (d) by a commercial overnight courier that guarantees next day delivery and provides a receipt, and such notices shall be addressed as follows:

a. Municipality:

Name
Address

b. County:

County Administrator
County Government Center
421 Nebraska Street
Sturgeon Bay, Wisconsin 54235

Any notice shall be effective upon delivery.

23. The waiver by a party of any breach or failure of the other party to perform any covenant or obligation contained in this Agreement shall not constitute a waiver of any subsequent breach .
24. If a dispute between any party hereto arising out of or relating to this Agreement cannot be settled through direct discussions, each party agrees to first endeavor to settle the dispute by alternative dispute resolution before recourse to a court.
25. If any covenant, condition, provision, or term of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining covenants, conditions, provision, or terms of this Agreement shall not be affected thereby, but each covenant, condition, provision, or term of this Agreement shall be valid and in force to the fullest extent permitted by law.
26. Parties irrevocably submit themselves to the original jurisdiction of the Circuit Court, Door County, State of Wisconsin, with regard to any controversy arising out of, relating to, or in any way concerning this Agreement.
27. This Agreement shall be subject and subordinate to applicable federal or state laws, codes, regulations, ordinances, rules and orders.
28. This Agreement shall continue until terminated by either party upon one (1) year prior notice to the other party. The notice of termination shall be effective as of the last date of the month in the month given with the termination to take effect two (2) years from the end of that month.
29. Throughout the term of this Agreement, the Municipality shall elect to use the two-payment system under section 74.11, Wis. Stats.
30. This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement. Subject to Section 19 herein, any amendments, changes or modification of this Agreement shall be effective only when made in writing and executed by the parties.

Accepted and agreed this ___ day of _____, 2024. Accepted and agreed this ___ day of _____, 2024.

Ken Pabich
Door County Administrator

Municipality- Village of Ephraim

2024 Village of Ephraim Fee Schedule



Sales taxes included unless specified.

Administration

Photocopies	\$0.25/page
Facsimile	\$1.00/page
CDs	\$5.00/each
Public records research which requires more time than customary 5 to 10 minutes	\$30.00/hour
Non-sufficient funds	\$25.00/occurrence
Assessment Letters	\$25.00/each
Engineering fee	The actual cost to the Village for all engineering work incurred by the Village in connection with the subdivision, including inspections required.
Dog License	\$15.50 Unneutered/Unspayed Animal \$5.50 Neutered/Spayed Animal

Ephraim Village Hall Rental Fees:

Local non-profit preapproved renters	No Charge if pre-approved by Village Board
Theater Productions, Associations, Concerts, Approved Meetings, or Classes	\$50.00 Minimum, \$80.00 Daily (4 or more hours)
Village Taxpayer Private Functions*	\$80 Daily charge
Non Village Taxpayer Private Functions*	\$250 Per Day and must be paid prior to event day
* A Security deposit of \$250.00 is required for all rentals and will be held during the duration of the rental. This may be applied to the balance due or used for additional cleaning if necessary. \$25 Processing Fee for all cancellations.	

Building and Zoning Fees

Building Inspection Fees (Brett Guilette - Inspection Specialists LLC) - Fees are based on ALL living areas and garage.

RESIDENTIAL - 1 & 2 FAMILY

1. New Structure Fees include building, electric, plumbing, HVAC and erosion permits	
0 - 1,499 sq. ft.	\$850.00
1,500 - 1,999 sq. ft.	\$1,000.00
2,000 - 2,499 sq. ft.	\$1,100.00
2,500 - 3,000 sq. ft.	\$1,150.00
Over 3,000 sq. ft.	\$1,150.00 + \$0.10 per sq. ft. over 3,000 sq. ft.
Manufactured Dwellings (modular)	\$500.00 + any additions or garage per item #3 below
State Seal	\$35.00
2. Additions/ Remodels/ Alterations:	
a. Building \$0.11 per sq. ft. (all areas)	
b. Electric, plumbing, HVAC	
0 to 500 sq. ft.	\$50.00 (each)
501 - 1,000 sq. ft.	\$60.00 (each)
1,001 - 1,300 sq. ft.	\$75.00 (each)
1,301 - 2,000 sq. ft.	\$100.00 (each)
2,001 - 2,500 sq. ft.	\$125.00 (each)
Over 2,500 sq. ft.	\$0.05 per sq. ft. (each)
c. Erosion (below grade over 400 sq. ft.) \$40.00 additions only	
3. Electric Service	\$75.00 residential \$60.00
4. Manufactured Homes (HUD homes or house trailers)	\$200.00 (fee includes slab, electric service, & occupancy)
5. Temporary Occupancy	\$50.00
6. Early Start	\$50.00 (footing and foundation only)

ACCESSORY STRUCTURES - Detached garages, storage buildings, and decks.

1. Building	\$0.10 per sq. ft. (\$50.00 minimum)
2. Electric, plumbing & HVAC	\$0.05 per sq. ft. (\$40.00 minimum)

COMMERCIAL

1. New buildings, additions, alterations, remodels:	
a. Building \$0.12 per sq. ft. (all areas) - (\$75.00 minimum)	
b. Electric, plumbing, HVAC	
0 to 600 sq. ft.	\$60.00 (each)
601 - 1,250 sq. ft.	\$75.00 (each)
1,251 - 1,700 sq. ft.	\$100.00 (each)
1,701 - 2,100 sq. ft.	\$125.00 (each)
2,101 - 2,500 sq. ft.	\$150.00 (each)
Over 2,500 sq. ft.	\$0.6 per sq. ft. each
c. Storage buildings, warehouses, detached garages \$0.10 per sq. ft.	
2. Temporary Occupancy, Change of Use, Occupancy	\$50.00
3. Early Start	\$100.00
4. Electric Service	\$75.00 \$60.00
5. Erosion Control	\$75.00
6. Plan Review	Per Table SBD-118

MISCELLANEOUS

1. Re-inspection fee	\$30.00
2. Failure to call for an inspection	\$30.00
3. Double fees are due if work is started before permit is issued	
4. Extension to permit (permits are valid for 24 months)	25% of original fee

ZONING FEES

Land Disturbance	\$25.00 per
Moving or Demolition	\$25.00 per
Alteration Permits	\$25.00 per project
Conditional Use/Special Exception	\$125.00 each
Accessory Structures	\$25.00 each
Building Permits (Residential)	\$25.00 + \$0.15 per square ft
Building Permits (Commercial)	\$25.00 + \$0.20 per square ft
Signs (Permanent)	\$15.00 each
Signs (Temporary)	\$5.00 each

2024-25 Village of Ephraim Committee Appointments



MARINAS AND MOORINGS:

Bob Plansky

BD Thorp

HISTORIC PRESERVATION COMMITTEE:

Marilyn Cushing

Amy Russell

PHYSICAL FACILITIES & UTILITIES COMMITTEE:

Brian Reinhardt

Rick Hoyerman

Fred Bridenhagen

COMMUNITY PROTECTION COMMITTEE:

Tad Dukehart

AIRPORT COMMITTEE:

Tim Halbrook

LIBRARY COMMITTEE:

Carly Mulliken – Chair

Windsor McCutcheon

BOARD OF APPEALS

Keith Krist

Sara Glenn

Renewal Alcohol Beverage License Application

FOR CLERKS ONLY
Municipality <u>Village of Ephraim</u>
License Period <u>2024/2025</u>

License(s) Requested

- Class "A" Beer \$ _____ "Class A" Liquor \$ _____
 Class "B" Beer \$ 100.00 "Class B" Liquor \$ _____
 "Class C" Wine \$ 100.00 "Class A" Liquor (Cider Only) \$ _____
 Reserve "Class B" Liquor \$ _____ "Class B" (Wine Only) Winery \$ _____

License Fees	\$ <u>200.00</u>
Publication Fee	\$ <u>20.00</u>
Background Check	\$ _____
Total Fees	\$ <u>220.00</u>

Part A: Premises/Business Information		
1. Legal Business Name (registered entity name or individual's name if sole proprietorship) <u>Chefs hot cafe LLC</u>		
2. Trade Name or DBA <u>Chefs hot</u>		
3. Premises Address <u>3063 Church St Ephraim WI 54211</u>		
4. County <u>Douglas</u>	5. Municipality <u>Village Ephraim</u>	6. Aldermanic District
7. Mailing Address (if different from premises address) <u>Po box 689 Ephraim WI 54211</u>		
8. FEIN <u>201092169</u>	9. Wisconsin Seller's Permit Number <u>456-0000270769-03</u>	
10. Premises Phone <u>920-854-2034</u>	11. Premises Email <u>TBKykK2@hotmail.com</u>	
12. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Describe your premises in detail. Attach a floor plan if possible. If you do not want to change your premises description, use the same language previously approved by your municipality, which may be found on your most recent license certificate. Requested changes to the premises description must be approved by the municipal governing body. <u>Chefs hot entire building known as Chefs hot All coolers & shelves outdoor Seating Areas on S.W. E west of building. Storage area located in back cottage of Chefs hot</u>		

Part B: Questions		
1. Have you added or removed any partners, officers, directors, or managing members since your most recent application was submitted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes to question 1, please list the names, titles, and phone numbers of any changed persons, and attach Form AT-103 for all NEW members.		
First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove
First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove
First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove

Part B: Questions Cont.

2. Has any partner, officer, director, managing member, or agent had any changes to their most recently filed Form AT-103 including updated contact information, changes in address, criminal history, interest restrictions, etc? If yes, attach a new Form AT-103 reflecting the updated information Yes No
3. Does the licensee or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets if necessary Yes No
4. Have the partners, agent, or sole proprietor, satisfied the responsible beverage server training requirement for this license period? Yes No
5. Is the person or business identified in Part A, the genuine seller of alcohol beverages and operator of the business (e.g., reporter of profit/loss from the sale of alcohol beverages on their income tax return, holder of the seller's permit for the business location, payer of employees, taxes, utilities, and other expenses for the business, etc.)? Yes No
6. Is the business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No
7. Does the applicant owe municipal property taxes, assessments, or other fees? Yes No


Part C: For Corporate/LLC Applicants Only:

1. Has your designated agent changed since your most recent application? If yes, list the new agent name below and attach Form AT-103 for that person and a Form AT-104. Yes No
- | | | |
|--------------------|------------------|--------------------|
| 2. Agent Last Name | Agent First Name | Agent Phone Number |
|--------------------|------------------|--------------------|

Part D: Attestation

Who must sign this application?
 • sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date 4-9-2024	
Name (Last, First, M.I.) Bennett Todd		
Title owner/operator	Email TBKAYAK2@hotmail.com	Phone 920.757-8146

Part E: For Clerk Use Only

Date application was filed with clerk 4/9/2024	Date reported to governing body 5/14/2024	Date provisional license issued (if applicable)
Date license granted	License number BC-01	Date license issued
Signature of Clerk/Deputy Clerk Audrey Collek		

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	VILLAGE OF EPHRAIM
License Period	2024 / 2025

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
 Class "B" Beer \$ 100.00
 "Class A" Liquor \$ _____
 "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ 100.00

Fees	
License Fees	\$ 200.00
Background Check Fee	\$
Publication Fee	\$ 20.00
Total Fees	\$ 220.00

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>Larry G. Krause</u>			
2. Business Trade Name or DBA <u>Old Post office Restaurant</u>			
3. FEIN <u>39-1131282</u>		4. Wisconsin Seller's Permit Number <u>456-1023547736-04</u>	
5. Entity Type (check one) <input checked="" type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <u>WI</u>		7. Date of Organization	8. Wisconsin DFI Registration Number <u>N/A</u>
9. Premises Address <u>10040 Water St</u>			
10. City <u>Ephraim</u>		11. State <u>WI</u>	12. Zip Code <u>54212</u>
13. County <u>Door</u>	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: <u>Village</u>		15. Aldermanic District
16. Premises Phone <u>920-854-4034</u>	17. Premises Email <u>lkrause12@yahoo.com</u>		18. Website
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>Store room, beverage cooler in dining room, walk in cooler, reach in cooler in kitchen, outside beverage cooler bar area, office, inside, outside dining area, pool, bar and fish boil area. Inside and outside dining area, pool, bar and fish boil area.</u>			
20. Mailing Address (if different from premises address) <u>P.O. Box 174</u>			
21. City <u>Fish Creek</u>		22. State <u>WI</u>	23. Zip Code <u>54212</u>

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? . . . Yes No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
 6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
 7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Krause	Larry	Owner	920-421-0525

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Krause		First Name Larry		M.I. G.
Title Owner	Email lkrause12@yahoo.com	Phone 920-421-0525		
Signature Larry G. Krause			Date 4/19/2024	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 04/19/2024	License Number BE-04	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Audree Collett			Date Provisional License Issued (if applicable)

Form
AT-115

Renewal Alcohol Beverage License Application

FOR CLERKS ONLY
Municipality Village of Ephraim
License Period 2024/2025

License(s) Requested

- Class "A" Beer \$ _____
 "Class A" Liquor \$ _____
 Class "B" Beer \$ 100.00
 "Class B" Liquor \$ _____
 "Class C" Wine \$ 100.00
 "Class A" Liquor (Cider Only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class B" (Wine Only) Winery \$ _____

License Fees	\$ <u>200.00</u>
Publication Fee	\$ _____
Background Check	\$ <u>20.00</u>
Total Fees	\$ <u>220.00</u>

Part A: Premises/Business Information		
1. Legal Business Name (registered entity name or individual's name if sole proprietorship) <u>Summer Kitchen inc.</u>		
2. Trade Name or DBA <u>Summer Kitchen Restaurant</u>		
3. Premises Address <u>10425 Water St. Ephraim WI 54211</u>		
4. County <u>Door</u>	5. Municipality	6. Aldermanic District
7. Mailing Address (if different from premises address) <u>3405 Javregui Road Fish Creek WI 54212</u>		
8. FEIN <u>39-1762457</u>	9. Wisconsin Seller's Permit Number <u>456-0000356705</u>	
10. Premises Phone <u>(920) 854 2131</u>	11. Premises Email <u>ninoJJavregui@gmail.com</u>	
12. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Describe your premises in detail. Attach a floor plan if possible. If you do not want to change your premises description, use the same language previously approved by your municipality, which may be found on your most recent license certificate. Requested changes to the premises description must be approved by the municipal governing body. <u>Main bar, Server bar, Dining Room, Patios, Coolers and dry Storage</u>		

Part B: Questions		
1. Have you added or removed any partners, officers, directors, or managing members since your most recent application was submitted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes to question 1, please list the names, titles, and phone numbers of any changed persons, and attach Form AT-103 for all NEW members.		
First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove
First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove
First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove

Part B: Questions Cont.

2. Has any partner, officer, director, managing member, or agent had any changes to their most recently filed Form AT-103 including updated contact information, changes in address, criminal history, interest restrictions, etc? If yes, attach a new Form AT-103 reflecting the updated information Yes No
3. Does the licensee or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets if necessary Yes No
4. Have the partners, agent, or sole proprietor, satisfied the responsible beverage server training requirement for this license period? Yes No
5. Is the person or business identified in Part A, the genuine seller of alcohol beverages and operator of the business (e.g., reporter of profit/loss from the sale of alcohol beverages on their income tax return, holder of the seller's permit for the business location, payer of employees, taxes, utilities, and other expenses for the business, etc.)? Yes No
6. Is the business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No
7. Does the applicant owe municipal property taxes, assessments, or other fees? Yes No

Part C: For Corporate/LLC Applicants Only:

1. Has your designated agent changed since your most recent application? If yes, list the new agent name below and attach Form AT-103 for that person and a Form AT-104. Yes No
- | | | |
|--------------------------------------|--------------------------------------|---|
| 2. Agent Last Name
Jaregui | Agent First Name
Saturnino | Agent Phone Number
920 495 4446 |
|--------------------------------------|--------------------------------------|---|

Part D: Attestation

Who must sign this application?
 sole proprietor one general partner of a partnership one corporate officer one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Nino J Jaregui Saturnino</i>		Date 4/5/2024
Name (Last, First, M.I.) Jaregui Saturnino		
Title President.	Email ninoJJaregui@gmail.com	Phone 920 495 4446

Part E: For Clerk Use Only

Date application was filed with clerk 04/05/2024	Date reported to governing body 05/14/2024	Date provisional license issued (if applicable)
Date license granted	License number BC-05	Date license issued
Signature of Clerk/Deputy Clerk <i>Andree Collek</i>		

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	VILLAGE OF EPHRAIM
License Period	2024/2025

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____ Class "B" Beer \$ 100.00
 "Class A" Liquor \$ _____ "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____ Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ 100.00

Fees	
License Fees	\$ <u>200.00</u>
Background Check Fee	\$
Publication Fee	\$ <u>20.00</u>
Total Fees	\$ <u>220.00</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>TRIXIES LLC</u>			
2. Business Trade Name or DBA <u>THE FASHIONABLE</u>			
3. FEIN <u>81-5073185</u>		4. Wisconsin Seller's Permit Number <u>456-1029452682-02</u>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <u>WISCONSIN</u>		7. Date of Organization <u>1/23/17</u>	8. Wisconsin DFI Registration Number <u>T071815</u>
9. Premises Address <u>9996 PIONEER LANE</u>			
10. City <u>EPHRAIM</u>		11. State <u>WI</u>	12. Zip Code <u>54211</u>
13. County <u>DOOR</u>	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: <u>EPHRAIM</u>		15. Aldermanic District
16. Premises Phone <u>920-854-8008</u>	17. Premises Email <u>info@trixiesfoodandwine.com</u>	18. Website <u>thefashionabledc.com</u>	
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>Alcohol will be sold from the bar area, the dining area, adjacent to the bar area (same room), as well as at several dining tables located out front in our patio dining area. Alcohol will be stored behind the bar & in the crawl space directly below the bar. In addition we are asking that a small amount be stored across the alley in a space we use for food storage and prep (see attached map)</u>			
20. Mailing Address (if different from premises address) <u>P.O. Box 18</u>			
21. City <u>Ephraim</u>		22. State <u>WI</u>	23. Zip Code <u>54211</u>

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No
 beverages.

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? Yes No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity <i>Wickman House Restaurant, LLC</i>	4b. Business Entity FEIN <i>47-3467960</i>
---	---

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
<i>HOLMES</i>	<i>MICHAEL</i>	<i>PARTNER (OWNER)</i>	<i>917-334-4451</i>
<i>FAHRENKRUG</i>	<i>JOSEPH</i>	<i>PARTNER</i>	<i>608-640-7740</i>

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>HOLMES</i>	First Name <i>MICHAEL</i>	M.I. <i>D</i>
Title <i>MEMBER</i>	Email <i>mike@wickmanhouse.com</i>	Phone <i>917-334-4451</i>
Signature <i>Michael D. Holmes</i>		Date <i>4/18/24</i>

Part E: For Clerk Use Only

Date Application Was Filed With Clerk <i>4/18/2024</i>	License Number <i>BC-06</i>	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk <i>Audree Collet</i>		Date Provisional License Issued (if applicable)	

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	VILLAGE OF EPHRAIM
License Period	2024/2025

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
 Class "B" Beer \$ 100.00
 "Class A" Liquor \$ _____
 "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ 100.00

Fees	
License Fees	\$ <u>200.00</u>
Background Check Fee	\$ _____
Publication Fee	\$ <u>20.00</u>
Total Fees	\$ <u>220.00</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>Burren Enterprises LLC</u>			
2. Business Trade Name or DBA <u>Pearl Wine Cottage</u>			
3. FEIN <u>82-5318626</u>		4. Wisconsin Seller's Permit Number <u>456-1029973912-02</u>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <u>Wisconsin</u>		7. Date of Organization <u>April 2018</u>	8. Wisconsin DFI Registration Number <u>B 090368</u>
9. Premises Address <u>3058 Church St</u>			
10. City <u>Ephraim</u>		11. State <u>WI</u>	12. Zip Code <u>54211</u>
13. County <u>Door</u>	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: <u>Ephraim</u>		15. Aldermanic District
16. Premises Phone <u>503-799-8455</u>	17. Premises Email <u>monique@pearlwinecottage.com</u>	18. Website <u>pearlwinecottage.com</u>	
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>A small cottage of 630 sq feet with indoor seating, outdoor seating and a portion of an adjacent building for storage.</u>			
20. Mailing Address (if different from premises address) <u>PO Box 189</u>			
21. City <u>Ephraim</u>		22. State <u>WI</u>	23. Zip Code <u>54211</u>

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No beverages.

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? Yes No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
McClean	Monique	Owner	503-799-8455

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name McClean		First Name Monique		M.I.
Title Owner		Email monique@pearlwinerollage.com		Phone 503-799-8455
Signature <i>Monique McClean</i>			Date 4/17/24	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 04/17/2024	License Number BC-07	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Andrew Collek			Date Provisional License Issued (if applicable)

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	VILLAGE OF EPHRAIM
License Period	05/01/2024 - 10/31/2024

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
 Class "B" Beer \$ 50.00
 "Class A" Liquor \$ _____
 "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ 50.00

Fees	
License Fees	\$ 100.00
Background Check Fee	\$
Publication Fee	\$ 20.00
Total Fees	\$ 120.00

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) Prince of Pierogi LLC			
2. Business Trade Name or DBA Prince of Pierogi Restaurant			
3. FEIN 83-3884102		4. Wisconsin Seller's Permit Number 456-1030248452-04	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization WI		7. Date of Organization 02/19/2019	8. Wisconsin DFI Registration Number P074543
9. Premises Address 9922 Water St #6			
10. City Ephraim		11. State WI	12. Zip Code 54211
13. County Door	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: Ephraim		15. Aldermanic District Ephraim
16. Premises Phone (920) 421-8619	17. Premises Email contact@princeofpierogi.com		18. Website www.princeofpierogi.com
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. A small, 240 square foot restaurant with a 8' x 20' patio No changes to the premises have been made since the last application			
20. Mailing Address (if different from premises address) P.O. Box 184			
21. City Ephraim		22. State WI	23. Zip Code 54211

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No
 If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No beverages.

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? Yes No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Krol	Krzysztof	Owner	(920) 421-8619

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name	First Name	M.I.
Krol	Krzysztof	R
Title	Email	Phone
Owner	contact@princeofpierogi.com	(920) 421-8619
Signature	Date	
<i>Krzysztof Krol</i>	05/07/24	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
4/16/2024	BC-08		
Signature of Clerk/Deputy Clerk	Date Provisional License Issued (if applicable)		
<i>Andree Collet</i>			

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	VILLAGE OF EPHRAIM
License Period	2024/2025

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____ Class "B" Beer \$ 100.00
 "Class A" Liquor \$ _____ "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____ Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ 100.00

Fees	
License Fees	\$ <u>200.00</u>
Background Check Fee	\$ _____
Publication Fee	\$ _____
Total Fees	\$ <u>200.00</u>

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietorship) Klauds Kitchen Inc			
2. Business Trade Name or DBA Klauds Kitchen			
3. FEIN 92-1740691		4. Wisconsin Seller's Permit Number 456-1031283355-04	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization WI		7. Date of Organization 01.13.2023	8. Wisconsin DFI Registration Number
9. Premises Address 10420 Water Street			
10. City Ephraim		11. State WI	12. Zip Code 54234
13. County Door		14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Ephraim	15. Aldermanic District
16. Premises Phone 920 854 3005		17. Premises Email info@klaudskitchen.com	18. Website klaudskitchen.com
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.			
20. Mailing Address (if different from premises address)			
21. City		22. State	23. Zip Code

Part B: Questions			
1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, list the details of violation below. Attach additional sheets if necessary.			
Law/Ordinance Violated		Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated		Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? Yes No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? Yes No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

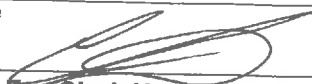
Last Name	First Name	Title	Phone
Anna Nistor	Anna	owner	8182791341

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Nistor	First Name Anna	M.I.
Title owner	Email info@klaudskitchen.com	Phone 8182791341
Signature 		Date 04.18.2024

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 4/18/2024	License Number BC-15	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Audrey Collek		Date Provisional License Issued (if applicable)	

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	VILLAGE OF EPHRAIM
License Period	2024/2025

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____ Class "B" Beer \$ 100.00
 "Class A" Liquor \$ _____ "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____ Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ 100.00

Fees	
License Fees	\$ <u>200.00</u>
Background Check Fee	\$
Publication Fee	\$ <u>20.00</u>
Total Fees	\$ <u>220.00</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>SIP JF LLC</u>			
2. Business Trade Name or DBA <u>SIP</u>			
3. FEIN <u>88-1573908</u>		4. Wisconsin Seller's Permit Number <u>456-1031006979-04</u>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <u>WI</u>		7. Date of Organization <u>5/22/2022</u>	8. Wisconsin DFI Registration Number <u>5140466</u>
9. Premises Address <u>10326 N WATER ST</u>			
10. City <u>EPHRAIM</u>		11. State <u>WI</u>	12. Zip Code <u>54211</u>
13. County <u>DOOR</u>	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: <u>EPHRAIM</u>		15. Aldermanic District
16. Premises Phone <u>(920) 857-5602</u>		17. Premises Email	18. Website <u>sipdoorcounty.com</u>
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>walk in cooler, dry storage, bar</u> <u>first lawn patio, side patio, living room, retail room, rocking chairs</u> <u>upstairs</u>			
20. Mailing Address (if different from premises address)			
21. City		22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No
If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. Yes No
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? Yes No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
 6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
 7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
ECKHARDT	SAMANTHA	MANAGER	920-421-4235

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name ECKHARDT		First Name SAMANTHA		M.I. E
Title MANAGER	Email coffee@sipdoorcounty.com		Phone (920) 421-4235	
Signature			Date 4/12/2024	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 4/12/2024	License Number BC-13	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Audree Collek			Date Provisional License Issued (if applicable)

Form
AT-115

Renewal Alcohol Beverage License Application

FOR CLERKS ONLY
Municipality Village of Ephraim
License Period 2024/2025

License(s) Requested

- Class "A" Beer \$ _____ "Class A" Liquor \$ _____
 Class "B" Beer \$ 100.00 "Class B" Liquor \$ _____
 "Class C" Wine \$ _____ "Class A" Liquor (Cider Only) \$ _____
 Reserve "Class B" Liquor \$ _____ "Class B" (Wine Only) Winery \$ _____

License Fees	\$ 100.00
Publication Fee	\$ 20.00
Background Check	\$
Total Fees	\$ 120.00

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)
A & M Enterprises of Door County, Inc.

2. Trade Name or DBA
Somerset Inn & Suites

3. Premises Address
10401 N. Water St. Ephraim, WI 54211

4. County Door 5. Municipality Ephraim 6. Aldermanic District _____

7. Mailing Address (if different from premises address)
Po Box 555, Ephraim, WI 54211

8. FEIN 44-2307517 9. Wisconsin Seller's Permit Number 454-1027942752-03

10. Premises Phone 920-854-1819 11. Premises Email buttercup12@hotmail.com

12. Entity Type (check one)
 Sole Proprietor Partnership Limited Liability Company Corporation Nonprofit Organization

13. Describe your premises in detail. Attach a floor plan if possible. If you do not want to change your premises description, use the same language previously approved by your municipality, which may be found on your most recent license certificate. Requested changes to the premises description must be approved by the municipal governing body.
See attached.

Part B: Questions

1. Have you added or removed any partners, officers, directors, or managing members since your most recent application was submitted? Yes No

If yes to question 1, please list the names, titles, and phone numbers of any changed persons, and attach Form AT-103 for all NEW members.

First Name	Last Name	Title	
Phone			<input type="checkbox"/> Add <input type="checkbox"/> Remove
First Name	Last Name	Title	
Phone			<input type="checkbox"/> Add <input type="checkbox"/> Remove
First Name	Last Name	Title	
Phone			<input type="checkbox"/> Add <input type="checkbox"/> Remove

Part B: Questions Cont.

2. Has any partner, officer, director, managing member, or agent had any changes to their most recently filed Form AT-103 including updated contact information, changes in address, criminal history, interest restrictions, etc? If yes, attach a new Form AT-103 reflecting the updated information Yes No
3. Does the licensee or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets if necessary Yes No
4. Have the partners, agent, or sole proprietor, satisfied the responsible beverage server training requirement for this license period? Yes No
5. Is the person or business identified in Part A, the genuine seller of alcohol beverages and operator of the business (e.g., reporter of profit/loss from the sale of alcohol beverages on their income tax return, holder of the seller's permit for the business location, payer of employees, taxes, utilities, and other expenses for the business, etc.)? Yes No
6. Is the business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No
7. Does the applicant owe municipal property taxes, assessments, or other fees? Yes No

Part C: For Corporate/LLC Applicants Only:

1. Has your designated agent changed since your most recent application? If yes, list the new agent name below and attach Form AT-103 for that person and a Form AT-104. Yes No
- | | | |
|--------------------|------------------|--------------------|
| 2. Agent Last Name | Agent First Name | Agent Phone Number |
| | | |

Part D: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Angela meacham</i>	Date <i>3/24/24</i>
Name (Last, First, M.I.) <i>meacham, Angela, K</i>	
Title <i>owner</i>	Email <i>butlerak12@hotmail.com</i>
Phone <i>920-854-1819</i>	

Part E: For Clerk Use Only

Date application was filed with clerk <i>04/08/2024</i>	Date reported to governing body <i>5/14/2024</i>	Date provisional license issued (if applicable)
Date license granted	License number <i>B-01</i>	Date license issued
Signature of Clerk/Deputy Clerk <i>Audrey Collek</i>		

SOMERSET Inn & Suites

10401 N. Water St.

P.O. Box 555

Ephraim, WI 54211

920-854-1819/800-809-1819

somersetinnindoorcounty@gmail.com

Alcohol beverages will be stored in the beer cooler in the lobby w/ front desk + in the private office / storage area desk

OFFICE HOURS: 8AM TO 5PM

COFFEE/SNACK AREA: SAME AS OFFICE HOURS

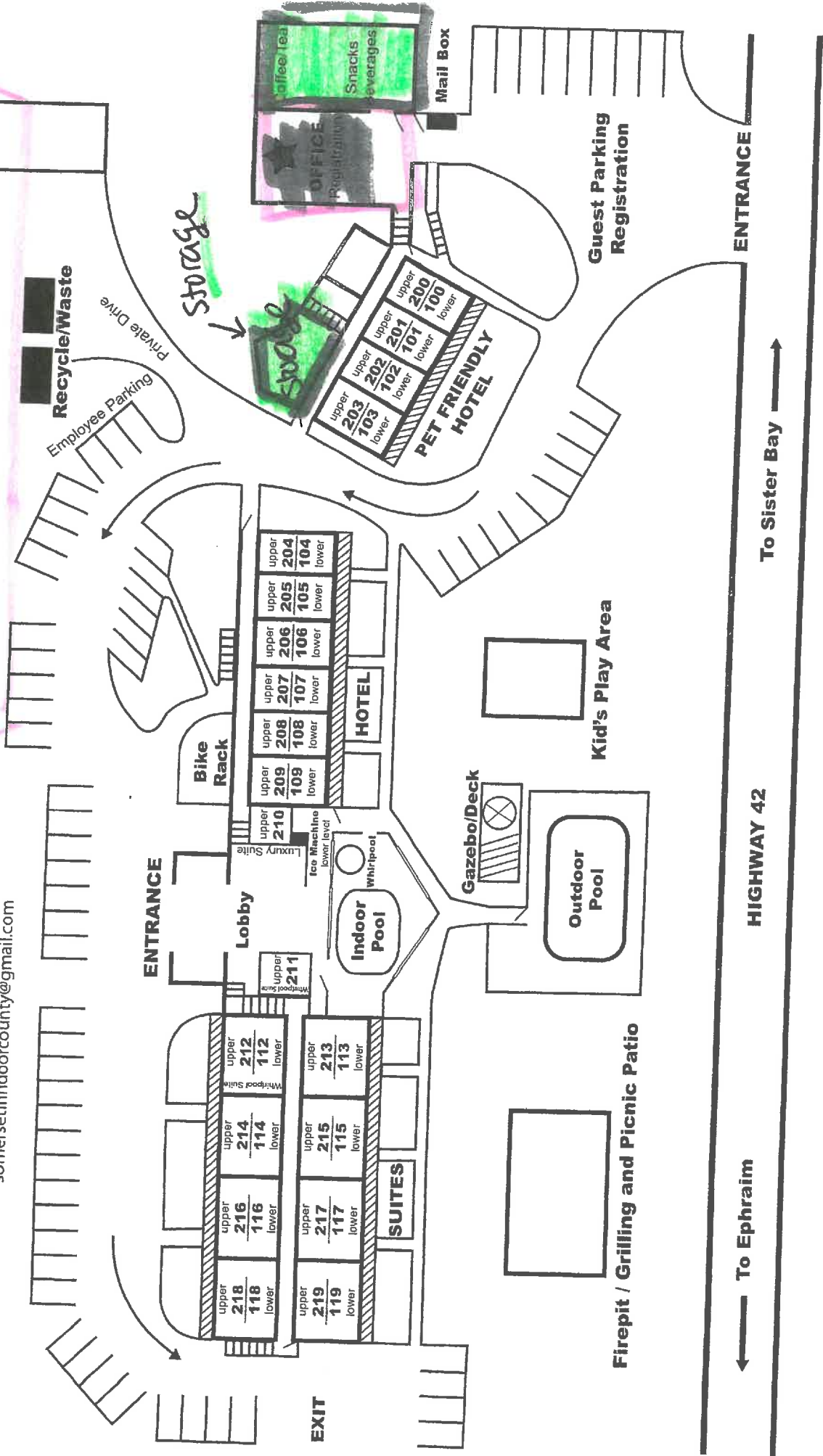
AFTER HOURS: 24 HOUR KEY/MAP PICKUP IN MAILBOX

INDOOR POOL HOURS: 8AM TO 10PM

OUTDOOR POOL HOURS: 9AM TO 9PM SEASONAL

FIREPIT: CLOSSES AT 10PM

beverages will be sold at the front desk



Alcohol Beverage License Application

For Municipal Use Only	
Municipality	VILLAGE OF EPHRAIM
License Period	2024/2025

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
 Class "B" Beer \$ 100.00
 "Class A" Liquor \$ _____
 "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ 100.00
Background Check Fee	\$
Publication Fee	\$
Total Fees	\$ 100.00

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>Eagle Harbor Inn Group LLC.</u>			
2. Business Trade Name or DBA <u>Eagle Harbor Inn</u>			
3. FEIN: <u>32-0551654</u>		4. Wisconsin Seller's Permit Number <u>456-1030295005-02</u>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization		7. Date of Organization	8. Wisconsin DFI Registration Number
9. Premises Address <u>920 9914 Water St. Ephraim WI 54211</u>			
10. City <u>Ephraim</u>		11. State <u>WI</u>	12. Zip Code <u>54211</u>
13. County <u>DOOR</u>	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: _____		15. Aldermanic District
16. Premises Phone <u>920-854-2121</u>	17. Premises Email <u>welcome@eagleharbor.com</u>		18. Website <u>eagleharborinn.com</u>
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>Eagle Harbor Inn has 7 separate building with guest suites + 1 common space for our guest where beverages will be consumed. Beverages will be stored in office located in garage and stored in main building (Inn.)</u>			
20. Mailing Address (if different from premises address) <u>P.O. Box 588</u>			
21. City <u>Ephraim</u>		22. State <u>WI</u>	23. Zip Code <u>54211</u>

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No
If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? . . . Yes No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer.
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Kanzau		First Name Daniene		MI D
Title Operations Manager		Email daniene@eagleharbor.com	Phone 920 854-2121	
Signature <i>Daniene Kanzau</i>		Date 4/22/24		

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 4/22/2024	License Number B-06	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk <i>Andree Collek</i>		Date Provisional License Issued (if applicable)	

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	VILLAGE OF EPHRAIM
License Period	05/15/24 - 10/31/2024

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
 Class "B" Beer \$ 50.00
 "Class A" Liquor \$ _____
 "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ <u>50.00</u>
Background Check Fee	\$ _____
Publication Fee	\$ <u>20.00</u>
Total Fees	\$ <u>70.00</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>Ephraim Motel Inc</u>			
2. Business Trade Name or DBA <u>Ephraim Motel</u>			
3. FEIN <u>39-2016233</u>		4. Wisconsin Seller's Permit Number <u>4560008267814-03</u>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <u>WI</u>		7. Date of Organization	8. Wisconsin DFI Registration Number <u>2029795</u>
9. Premises Address <u>10407 Hwy 42</u>			
10. City <u>Ephraim</u>		11. State <u>WI</u>	12. Zip Code <u>54211</u>
13. County <u>DOOR</u>	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: <u>Ephraim</u>		15. Aldermanic District
16. Premises Phone <u>920-854-5959</u>	17. Premises Email <u>frontdesk@ephraimmotel.com</u>	18. Website <u>www.ephraimmotel.com</u>	
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>Locked closet, shown on drawing; Sold at the front desk & consumed at lobby area</u>			
20. Mailing Address (if different from premises address) <u>PO BOX 445</u>			
21. City <u>Ephraim</u>		22. State <u>WI</u>	23. Zip Code <u>54211</u>

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? . . . Yes No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Barnes	Jolie	Owner	920-421-1859
Anschutz	Sarah	General Manager	920-857-0035

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Anschutz		First Name Sarah		ML E
Title General Manager		Email sarah@ephaimmotel.com	Phone 920-857-0035	
Signature Sarah Elshutz			Date 4/18/24	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 4-18-2024	License Number B-05	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Andrew Collet		Date Provisional License Issued (if applicable)	

Renewal Alcohol Beverage License Application

FOR CLERKS ONLY
Municipality <i>village of Ephraim</i>
License Period <i>2024/2025</i>

License(s) Requested

- | | |
|---|---|
| <input type="checkbox"/> Class "A" Beer \$ _____ | <input type="checkbox"/> "Class A" Liquor \$ _____ |
| <input checked="" type="checkbox"/> Class "B" Beer \$ <u>100.00</u> | <input type="checkbox"/> "Class B" Liquor \$ _____ |
| <input type="checkbox"/> "Class C" Wine \$ _____ | <input type="checkbox"/> "Class A" Liquor (Cider Only) \$ _____ |
| <input type="checkbox"/> Reserve "Class B" Liquor \$ _____ | <input type="checkbox"/> "Class B" (Wine Only) Winery \$ _____ |

License Fees	\$ <u>100.00</u>
Publication Fee	\$ <u>20.00</u>
Background Check	\$ _____
Total Fees	\$ <u>120.00</u>

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship) <i>Hillside Waterfront Hotel</i>		
2. Trade Name or DBA <i>owned by, Diane Taillon</i>		
3. Premises Address <i>9980 Water Street</i>		
4. County <i>Door</i>	5. Municipality <i>Ephraim</i>	6. Aldermanic District
7. Mailing Address (if different from premises address) <i>PO Box 650</i>		
8. FEIN <i>81-0835843</i>	9. Wisconsin Seller's Permit Number <i>456-102906/103-04</i>	
10. Premises Phone <i>920-854-7666</i>	11. Premises Email <i>hillsideofdoorcounty@gmail.com</i>	
12. Entity Type (check one) <input checked="" type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Describe your premises in detail. Attach a floor plan if possible. If you do not want to change your premises description, use the same language previously approved by your municipality, which may be found on your most recent license certificate. Requested changes to the premises description must be approved by the municipal governing body. <i>boutique hotel with 5-guest rooms & 2-cottages</i>		

Part B: Questions

1. Have you added or removed any partners, officers, directors, or managing members since your most recent application was submitted? Yes No

If yes to question 1, please list the names, titles, and phone numbers of any changed persons, and attach Form AT-103 for all NEW members.

First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove
First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove
First Name	Last Name	
Phone	Title	<input type="checkbox"/> Add <input type="checkbox"/> Remove

Part B: Questions Cont.

2. Has any partner, officer, director, managing member, or agent had any changes to their most recently filed Form AT-103 including updated contact information, changes in address, criminal history, interest restrictions, etc? If yes, attach a new Form AT-103 reflecting the updated information Yes No
3. Does the licensee or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets if necessary Yes No
4. Have the partners, agent, or sole proprietor, satisfied the responsible beverage server training requirement for this license period? Yes No
5. Is the person or business identified in Part A, the genuine seller of alcohol beverages and operator of the business (e.g., reporter of profit/loss from the sale of alcohol beverages on their income tax return, holder of the seller's permit for the business location, payer of employees, taxes, utilities, and other expenses for the business, etc.)? Yes No
6. Is the business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No
7. Does the applicant owe municipal property taxes, assessments, or other fees? Yes No

Part C: For Corporate/LLC Applicants Only:

1. Has your designated agent changed since your most recent application? If yes, list the new agent name below and attach Form AT-103 for that person and a Form AT-104. Yes No
2. Agent Last Name _____ Agent First Name _____ Agent Phone Number _____

Part D: Attestation

Who must sign this application?
 • sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Diane Taillon</i>		Date <i>3/21/24</i>
Name (Last, First, M.I.) <i>Taillon, Diane M.</i>		
Title <i>owner</i>	Email <i>hillsideofdoorcounty@gmail.com</i>	Phone <i>920-421-3272</i>

Part E: For Clerk Use Only

Date application was filed with clerk <i>04/02/2024</i>	Date reported to governing body <i>05/04/2024</i>	Date provisional license issued (if applicable)
Date license granted	License number <i>B-03</i>	Date license issued
Signature of Clerk/Deputy Clerk <i>Audree Collek</i>		

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10

Application Date: 03/29/2024

Town Village City of EPHRAIM

WISCONSIN DEPARTMENT OF REVENUE
TOWN OF DOOR

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning JUNE 15, 2024 and ending JUNE 15, 2024 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

Bona fide Club

Church

Lodge/Society

Chamber of Commerce or similar Civic or Trade Organization

Veteran's Organization

Fair Association

(a) Name EPHRAIM BUSINESS COUNCIL

(b) Address PO BOX 203 EPHRAIM, WI 54211

(c) Date organized

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President SARAH MARTIN - PO BOX 203, EPHRAIM, WI 54211

Vice President

Treasurer

(g) Name and address of manager or person in charge of affair:

LANE METHNER & KELSEY STONE PO BOX 203, EPHRAIM, WI 54211

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 9996 WATER STREET, EPHRAIM, WI 54211

(b) Lot Block

(c) Do premises occupy all or part of building?

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

STORED - LOCKED TRAILER NEXT TO VILLAGE HALL SERVED - BOOTH ACROSS FROM

3. Name of Event

(a) List name of the event FYR BAL FESTIVAL

VILLAGE HALL

(b) Dates of event SATURDAY, JUNE 15, 2024

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

EPHRAIM BUSINESS COUNCIL

(Name of Organization)

Officer Kelsey Stone 03/29/2024

Officer Lane Methner 03.29.24

(Signature of Officer)

Officer Sarah K. Martin 4-1-24

Officer

(Signature of Officer)

Date Filed with Clerk 04/04/2024

Date Reported to Council or Board 05/14/2024

Date Granted by Council

License No. TB-01-2024

License to Serve Fermented Malt Beverages and Wine
Ephraim, WI

To the Board of Trustees of the Village of Ephraim, Wisconsin:

Answer the following questions fully and completely:

Indicate the area(s) where alcoholic beverages are going to be stored _____
WITHIN A LOCKED TRAILER PROVIDED BY TRIANGLE DISTRIBUTION CO

THAT WILL BE PARKED NEAR VILLAGE HALL

Indicate the area(s) where alcoholic beverages are going to be sold/served _____
AT A BOOTH SPONSORED BY THE EPHRAIM BUSINESS COUNCIL ACROSS

FROM THE VILLAGE HALL

Indicate the area(s) where alcoholic beverages are going to be consumed _____
WITHIN THE CLOSED ROAD AREA OF THE FESTIVAL (HWY 42, MORAVIA TO CEDAR)

Kelsey Stone

Signature of Applicant



Imagery ©2018 Google, Map data ©2018 Google 100 ft



Ephraim
Wisconsin

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: April 30, 2024

Town Village City of EPHRAIM

County of Dodge

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning JUNE 15th and ending JUNE 15th and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name EPHRAIM FIRE-RESCUE ASSOC.

(b) Address 10005 NORWAY STREET, EPHRAIM, WI 54211
(Street) Town Village City

(c) Date organized Nov 20, 2013

(d) If corporation, give date of incorporation Nov 20, 2013

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President BOBBY MUELLER, PO Box 105, EPHRAIM, WI 54211

Vice President MARIE KIDD, PO Box 105, EPHRAIM, WI 54211

Secretary MIRANDA BADER, PO Box 105, EPHRAIM, WI 54211

Treasurer PAUL PILLAT

(g) Name and address of manager or person in charge of affair: _____

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number SEE ATTACHED EXHIBIT "A"

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event FYR BAL FESTIVAL

(b) Dates of event JUNE 15, 2024

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature] Treasurer 4/30/2024
(Signature / Date)

EPHRAIM FIRE-RESCUE ASSOCIATION.
(Name of Organization)

Date Filed with Clerk 4/30/2024

Date Reported to Council or Board 5/14/2024

Date Granted by Council _____

License No. TB-02-2024

License to Serve Fermented Malt Beverages and Wine

Ephraim, WI

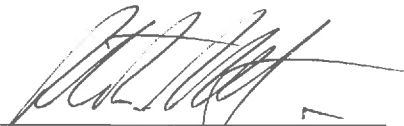
To the Board of Trustees of the Village of Ephraim, Wisconsin:

Answer the following questions fully and completely:

Indicate the area(s) where alcoholic beverages are going to be stored IMMEDIATELY ADJACENT TO EPHRAIM SQUAD #24 - BEER TRAILER WITH TAPS ON OUTSIDE OF TRAILER

Indicate the area(s) where alcoholic beverages are going to be sold/served SAME AS ABOVE

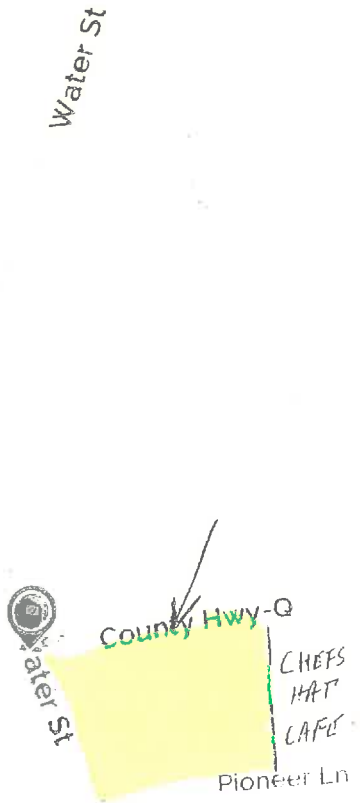
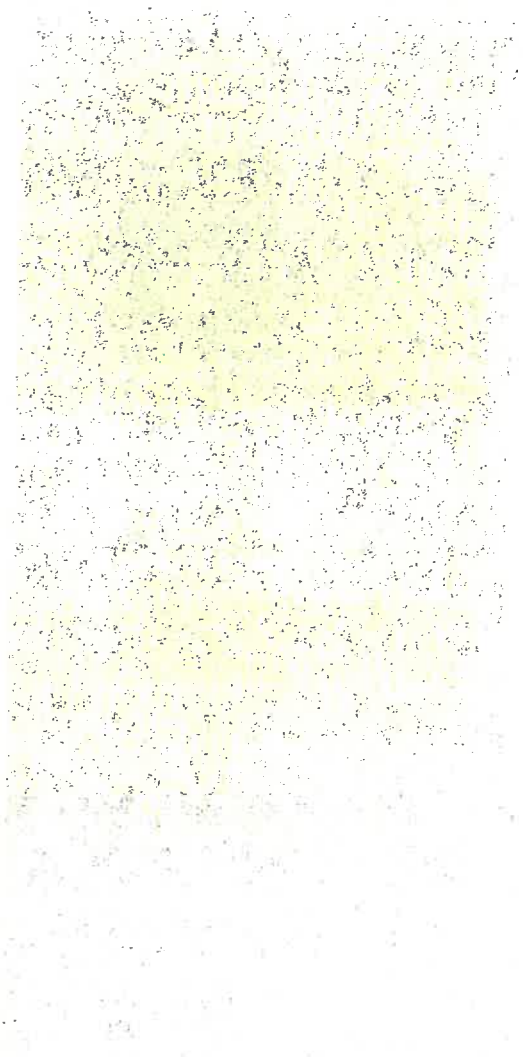
Indicate the area(s) where alcoholic beverages are going to be consumed IN THE APPROXIMATE 600x600 FT AREA IMMEDIATELY TO THE WEST/NORTH OF THE VILLAGE HALL ON WATER STREET WHERE FOOD/BEVERAGE VENDORS ARE LOCATED PER THE EPHRAIM BUSINESS COUNCIL



Signature of Applicant

EXHIBIT "A"

Fermented malt beverages will be sold, served, and stored within 50 feet of Fire Truck #24 which will be located adjacent to and immediately to the north of the Ephraim Village Hall located at 9996 Water Street, Ephraim, WI 54211 and the consumption will take place in the approximate 600 x 600 area immediately to the north of the Village Hall where additional food vendors are typically located



County Hi

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 110 (\$10/date - 11 dates)

Application Date: 03/29/2024

Town Village City of Ephraim

County of Door

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning June 17, 2024 and ending August 26, 2024 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

Bona fide Club

Church

Lodge/Society

Chamber of Commerce or similar Civic or Trade Organization

Veteran's Organization

Fair Association

(a) Name EPHRAIM BUSINESS COUNCIL

(b) Address PO BOX 203 EPHRAIM, WI 54211

(c) Date organized

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President SARAH MARTIN - PO BOX 203, EPHRAIM, 54211

Vice President

Treasurer

(g) Name and address of manager or person in charge of affair:

LANE METHNER & KELSEY STONE - PO BOX 203, EPHRAIM, 54211

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Sold - 10404 N Water Street, Ephraim, 54211 Stored - 9996 Water Street, Ephraim, 54211

(b) Lot Block

(c) Do premises occupy all or part of building?

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

Stored - locked basement office of Village Hall

3. Name of Event

(a) List name of the event Evenings in Ephraim - Bondemarked (Farmer's Market)

(b) Dates of event Every Monday, June 17-August 26, 2024

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

EPHRAIM BUSINESS COUNCIL

Officer Kelsey Stone 03/29/2024

Officer Lane Methner 03.29.24

Officer Sarah K Martin 4-1-24

Officer

Date Filed with Clerk 04/04/2024

Date Reported to Council or Board 05/14/2024

Date Granted by Council

License No. TB-11-2024

License to Serve Fermented Malt Beverages and Wine

Ephraim, WI

To the Board of Trustees of the Village of Ephraim, Wisconsin:

Answer the following questions fully and completely:

Indicate the area(s) where alcoholic beverages are going to be stored

IN THE EPHRAIM BUSINESS COUNCIL'S LOCKED OFFICE IN THE BASEMENT
OF VILLAGE HALL

Indicate the area(s) where alcoholic beverages are going to be sold/served

AT EVENINGS IN EPHRAIM - BONDEMARKED AT 10404 WI-42 (THE RED PUTTER)

Indicate the area(s) where alcoholic beverages are going to be consumed

AT EVENINGS IN EPHRAIM - BONDEMARKED AT 10404 WI-42 (THE RED PUTTER)

Kelsey Stone

Signature of Applicant

**VILLAGE OF EPHRAIM
GREEN TIER AD-HOC COMMITTEE WORKING SESSION MINUTES
THURSDAY, APRIL 18, 2024 – 8:00 AM - 9996 WATER STREET**



Present: Jeff Lutsey, Michael McCutcheon, Bruce Nelson, Lane Methner, and Cindy Nelson-Chair.

Absent: Jeff O'Keefe.

Guests: None.

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

1. Update on the Green Tier worksheet and phone conversation with DNR Green Tier Representatives:

C. Nelson provided an update on the conversation that was held with DNR Green Tier representatives Jennifer Feyerherm and Mandaline Bergstrom. C. Nelson acknowledged that the DNR representatives had contacted many Door County Green Tier Communities for feedback. C. Nelson reviewed during the meeting the challenges with the scoresheet, the areas of the scoresheet that were successful, and the impracticality of many of the metrics and supporting actions for a small community. The amount of time dedicated to completing the scoresheet and supporting actions for a small community is just too much. Suggestions were shared with DNR representatives on how to improve the scoresheet process such as breaking communities into three (3) tiers in addition to creating applicable scoresheets and supporting actions for each tier. Additionally creating a way for communities to connect and help each other similar to how Wisconsin Clerks assist each other. Changing the format of the DNR Green Tier meetings into subject-driven webinars to allow people to search for topics and watch at their convenience to avoid hours of attending online meetings. C. Nelson suggested the use of the 7 Rs (Rethink, Refuse, Reduce, Repurpose, Reuse, Recycle, and Rot) within the Green Tier program. Both DNR representatives stressed that the program and the scoresheet are works in progress.

Lutsey shared his conversation with the DNR representatives as the countywide Green Tier meetings coordinator. He had communicated similar concerns that the other Door County Green Tier communities had voiced. With the concentration of Green Tier Communities in Door County, the DNR was concerned about the feedback and is considering attending the next Door County countywide meeting.

C. Nelson shared that she had been asked why the Village remained a Green Tier Community. She responded that we ask ourselves that same question; it will be a hard sell to remain a member if it continues to be this difficult. We don't need to be a Green Tier Community to participate in the county-wide group.

Lutsey shared that for many communities it is the financial incentives that motivate continued membership. For example, the City of Sturgeon Bay joined so that Sturgeon Bay Utilities could access a loan that might be forgiven.

C. Nelson noted that the DNR had been really good, initially, with sharing the incentive information but those efforts have waned over the years.

2. Update on 2024 Goals:

The Green Tier Committee reviewed 2024 goals: Water filling stations, energy audits on Village buildings, food pantry donation magnets for STRs, battery collection, pollinator gardens for Moravia Point and Village Hall, and signs for the Wetlands.

A brief discussion was held regarding each of the goals. B. Nelson was continuing research on filling station costs. Lutsey will work on gathering information on energy audits after the Big Plant. McCutcheon inquired if the energy audits were necessary and noted they would need to go before the Board for approval. C. Nelson added that energy audits have been part of Green Tier since the very beginning. Since the Village is looking at remodels on some Village buildings, it would be good to have the data. Methner reported that there was no update to report on the magnets; they are still working with other Community Business Associations to discuss the project. She explained that the magnets were to provide information to STRs where they could donate non-perishable food at the end of their stay. Lutsey will also address battery collection after the Big Plant. C. Nelson continues to work on the pollinator gardens for the Village Hall and Moravia Point as well as signage for the Wetlands. She noted that she was able to track down the woman who did the signs for the Fern Trail at Newport State Park.

C. Nelson introduced the idea of a Community Clean Up day where residents work in their area/neighborhood, pick up garbage, and bring it to the Village Hall for coffee and doughnuts. Committee members present thought that it was a good idea.

McCutcheon noted that the proposal would need to go before the Village Board

Discussion continued in determining the details of the proposed event. Saturday, June 1, 2024, was the date that was chosen for the event so that the proposal could be included on the May Village Board Agenda.

Bristol requested a write-up for the Board packet to facilitate discussion.

3. **Next meeting:**

Next meeting date: Thursday, May 16, 2024, at 8:00 AM.

The meeting adjourned at 8:35 AM.

Recorded by, Kim Roberts – Deputy Clerk

**VILLAGE OF EPHRAIM PLAN COMMITTEE
WORKING SESSION MEETING MINUTES
TUESDAY, APRIL 30, 2024 - 12:00 PM
9996 WATER STREET**



Present: Andy Bartelt, Grace Held, Monique McClean, Ken Nelson, Susie Samson, B.D. Thorp, and Michael McCutcheon - Chair.

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

Guests in person: None.

Guests online: None.

Call to Order: The working session was called to order by McCutcheon at 12:02 PM.

The Plan Committee discussed the Multi-Family Ordinance; specifically duplexes during the ordinance working session. Bristol explained that duplexes did not currently exist in the zoning code. At one point they were part of the Planned Residential Development “PRD” ordinance that since has been disallowed. An idea to create an avenue to include them within the zoning code again would be to include them as part of the Multi-Family Development “MFD” which the committee committed to discussing again. Ephraim’s R1 district is made up of single-family homes. The RR district contains single-family homes on a minimum of two (2) acre lots. It is the opinion of the attorney that the place to put a duplex would be in the RR district and/or the Commercial district.

A discussion was held regarding duplex units. K. Nelson noted that currently, there were no provisions for a duplex to be approved in the code. Bristol confirmed that a duplex could not be approved because it is not an allowable use. Bristol discussed new language within the code could stand alone or be tied to MFD ordinance language. He provided further reference to the state building code in that 1-2 units are considered residential and 3-4 units are considered commercial. The committee reviewed current duplexes within the Commercial District. K. Nelson pointed out that separate language could be provided for the Historic District to make it more restrictive regarding duplexes; it would all come down to design. K. Nelson noted that he would have difficulty allowing duplexes in RR when people have intentionally built on the two (2) acre minimum; it should be nothing but residential.

The committee continued the discussion regarding duplexes. Discussion included limiting duplexes by density, defining MFD units under one roof, defining the minimum unit size, and defining the density. Bristol explained that there could be different densities for stand-alone units versus multi-family under one roof. The committee further discussed the amount of property in the Commercial North that could be developed. The initial density discussions for Townline1 development were reviewed and how the density was eventually reduced by the developer. The committee also discussed the density of the Enclave development.

McCutcheon requested a copy of the zoning map and the MFD ordinance as a starting point for the discussion at the next meeting. He thought a good starting point would be to leave the RR district alone and to focus on the Commercial District pertaining to duplexes in order to keep the higher density to that area.

K. Nelson suggested a walk of the Protected Waterfront “PW” district in an effort to continue working on the PW ordinance.

McCutcheon agreed that the next meeting should start with a walk of the PW.

Thorp discussed controlling people doing work without permitting.

Bristol discussed the challenges with new residents and that many of the projects thought to be unpermitted were actually permits issued over the counter that did not need to come before the Plan Committee for approval. He discussed avenues to allow residents to view a list of permitted work as well as information in the next newsletter regarding permitting.

The committee further discussed defining accessory structures in the future and permitting for major landscaping and tree removal.

The meeting adjourned at 12:57 PM.

Recorded by, Kim Roberts – Deputy Clerk

**VILLAGE OF EPHRAIM
PHYSICAL FACILITIES & UTILITIES MINUTES
TUESDAY, MAY 7, 2024 - 8:00 AM
9996 WATER STREET**



Action Items:

Peterman moved, Bridenhagen seconded to approve the minutes of April 2, 2024, all ayes. Motion carried.

Bridenhagen moved to adjourn at 9:12 AM, Flottman seconded, all ayes. Motion carried.

Present: Fred Bridenhagen, Paul Flottman, Jim Peterman, Diane Taillon, and Matt Meacham-Chair

Absent: None.

Staff: Justin MacDonald – Maintenance Manager/Fire Chief, Brent Bristol – Village Administrator, and Kim Roberts- Deputy Clerk.

Guests: Maggie Peterman, Lane Methner, Kelsey Stone, Duska Pearson, Dr. Michael McCutcheon, and Cindy Nelson.

Call to Order: Meeting called to order by Chair Meacham at 8:01 AM.

1. **Quorum:** A quorum was present for this meeting.
2. **Changes in Agenda:** There were none.
3. **Visitors' Comments:** There were none.
4. **Approval of Previous Minutes:**
Peterman moved, Bridenhagen seconded to approve the minutes of April 2, 2024, all ayes. Motion carried.
5. **Maintenance Manager Report:**
MacDonald reviewed his April Report. He explained that the Maintenance Department has been resetting the Village for Spring and Summer.
6. **Discussion and consideration of Moravia Point:**
A discussion was held regarding Moravia Point. Discussion included previous plans, what Sterling Landscape would create as part of the fee for design services, and creating parameters to provide Sterling Landscape with.

The Committee agreed on the following parameters as a starting point for design services for Moravia Point:

- Low maintenance.
- The wall needs to be made into something presentable.
- The conduit needs to be moved and covered up.
- A plan for the trees (extracted and replanted was suggested).
- Methods to control weeds (clover was suggested).
- Native plants/grasses

C. Nelson discussed having a naturalist, Jason Miller of Silver Creek Ecological Services, that has worked with the Crossroads come and look at the area to develop a plan as an alternative. She noted that he does not charge a design fee. He is a landscape architect with interesting ideas utilizing native plants.

Meacham asked that McDonald send the parameters to Sterling Landscape and invite Jason Miller to the next meeting in June.

7. Discussion and consideration of Christmas Decorations:

Duska Pearson presented two (2) estimates for Christmas Light Decorations. She noted that the difference between the two (2) estimates primarily was the difference of purchasing the lights and leasing the lights. Both plans would require the Village to install new electrical service needed for the lighting plan. She noted that it was designed to be a three (3) year plan.

A discussion was held regarding the plan estimates. Discussion included life expectancy of the lights, leasing versus purchasing the lights, tone and warmth of lights, annual cost, scaling back the plan, the unknown expense of adding additional electric service as called for in the plan estimates, how the proposed plan fit into the resident sentiment as provided in the PFU Christmas Decoration Survey.

McCutcheon offered a reminder that the plan would need to go to the Board for approval. He questioned those who came up with the plan if they had reviewed the Christmas Decoration Survey. He noted that the results of the survey showed that residents did not want more lights. He suggested that they review the survey results again and amend the plan to be in keeping with the survey responses.

Further discussion was held regarding Pearson's plan. She preferred to present the full concept to the Village Board at a cost of forty thousand dollars (\$40,000). MacDonald stressed that there was no line item in the PFU budget for Christmas Decorations. Meacham suggested that a plan with the lighting at Olson Park, the Gazebo, and the Crab Apples at Harborside Park be presented at a reduced cost of approximately six thousand five hundred dollars (\$6,500). Bridenhagen discussed community participation in funding the project.

The consensus of the committee was to present the full option and paired down option to the Village Board next month.

All committee members thanked Pearson for her efforts.

8. New Business for the next meeting:

- Silver Creek Ecological Services regarding Moravia Point
- Christmas Decorations/Lights

9. Adjournment:

Bridenhagen moved to adjourn at 9:12 AM, Flottman seconded, all ayes. Motion carried.

*Recorded by,
Kim Roberts – Deputy Clerk*

**VILLAGE OF EPHRAIM
MARINAS AND MOORINGS MINUTES
WEDNESDAY, MAY 8, 2024 – 8:00 AM
9996 Water Street- Ephraim Village Hall**



Action Items:

Thorp moved, B. Nelson seconded to approve the minutes of March 6, 2024, as presented, all ayes. Motion carried.

Thorp moved, B. Nelson seconded to approve the marina facility walk-through notes from April 17, 2024, all ayes. Motion carried.

The consensus of the committee was that the Firehouse Marina parking lot and launch ramp should be closed on Saturday, June 15, 2024, for Fyr Bal. The committee asked EBC to post one date-specific sign in addition to multiple “Closed Saturday” signs to make marina customers aware of the closure.

The consensus of the committee was to commence exploring the concept of expanding the Anderson Dock breakwater by beginning to gather information regarding design, cost, and gauge interest by involved parties.

Thorp moved, Plansky seconded to adjourn at 10:00 AM, all ayes. Motion carried.

Present: John Held, Bruce Nelson, BD Thorp, Robert Plansky. and Tim Nelson - Chair.

Absent: None.

Staff: Brent Bristol - Village Administrator/Harbormaster, Justin MacDonald – Fire Chief/Maintenance Manager and Kim Roberts - Deputy Clerk.

- 1. Call to Order:** The meeting was called to order by T. Nelson at 8:00 AM.
- 2. Changes to the agenda:** Bristol requested item 6 be moved ahead of item 5.
- 3. Visitors’ Comments:** There were no comments.
- 4. Approval of the previous minutes:**

Thorp moved, B. Nelson seconded to approve the minutes of March 6, 2024, as presented, all ayes. Motion carried.

Thorp moved, B. Nelson seconded to approve the marina facility walk-through notes from April 17, 2024, all ayes. Motion carried.

- 5. Update regarding current projects including a review of the on-site work list:**

Bristol reviewed the worklist and noted he would continue to update it as work gets completed. He noted that Jeff Long would be coming up to work on Friday.

A discussion was held regarding the work list. Discussion included: rub rail removal which was decided to be left in place as is, pressure washing the marina building will be discussed with the Village Board with a quote obtained for the work, Anderson Dock steps for the finger piers to be brought down to the site for installation, and installation of rock at Firehouse Dock marina at the top of the launch ramp near the “L” pier.

- 6. Discussion and consideration regarding marina parking during Fyr Bal:**

Kelsey Stone and Lane Methner of Ephraim Business Council “EBC” asked about the possibility of closing the marina parking lot and launch ramp for the Saturday of Fyr Bal.

A discussion was held regarding closing the marina parking lot for the Saturday of Fyr Bal. T. Nelson reviewed the issues from last year and felt that it would be better to close the lot and the launch ramp. Stone reviewed that the deputy had not been in the correct position in 2023 and traffic came into the lot and parked.

The consensus of the committee was that the Firehouse Marina parking lot and launch ramp should be closed on Saturday, June 15, 2024, for Fyr Bal. The committee asked EBC to post one date-specific sign in addition to multiple “Closed Saturday” signs to make marina customers aware of the closure.

7. Discussion regarding Anderson Dock Breakwater:

T. Nelson gauged the interest of the committee in exploring the idea of expanding the Anderson Dock breakwater. He explained that property ownership has changed therefore working with the property owner who has riparian rights may be agreeable at this time. It would make the property owner’s landside slips more useful as well as improve the wave action for marina slip holders. Kahr had recommended this option to create a calmer marina for docking. Kahr had advised that working with the WI DNR for breakwater is not as difficult as dredging.

The consensus of the committee was to commence exploring the concept of expanding the Anderson Dock breakwater by beginning to gather information regarding design, cost, and gauge interest by involved parties.

8. Discussion regarding marina parking on German Road:

MacDonald provided an update on the German Road project. He explained that the project is on the schedule for JR construction.

A discussion was held regarding the German Road Project. Held presented the committee with a list of questions regarding the project noting that the project is bigger than moving the trailer parking from Wastewater to German Road. Discussion included: Who could park their trailers at the site, if proper planning had been completed to ensure successful use of the property, communication with those who use the property, allowable uses (transient, daily launch, seasonal slip holders, and mooring customers), recommendations that could be made from the M&M committee to PFU, forwarding the list drafted by Held to the PFU committee, and the layout of the property.

9. Discussion and consideration regarding marina opening dates and the possibility of soft opening:

A discussion was held regarding the opening and closing dates for the marina. The committee felt that the closing date was a set date with no flexibility. However, the opening date could be impacted by completed work, weather, and infrastructure being in place. There was concern that if the weather was positive enough and the launch ramp was installed, there may not be navigational buoys in place for those who launch their boats early in the season. It was noted that a sign could be created to notify that customers were using the launch ramp, they were doing so at their own risk before the marina facility opening. For slip holders, the use of the marina before the marina opening date should be expressly given by the Harbormaster with direct contact made to obtain formal permission.

10. Discussion and consideration regarding the Clean Marina Program:

B. Nelson reviewed the updates to the Clean Marina Program Emergency Procedure Manual and Marina Rules and Regulations. The following updates were noted:

- Page 2: Keep the daily trailer parking information. Remove the Washington Island Coast Guard information.
- Page 3: Update Hospital information (remove Aurora Nor-Door and add Sturgeon Bay information).
- Page 4: Update the spill kit information: “Firehouse Marina dock staff will assist with locating necessary spill kit items.”
- Page 5: Add slip S4.
- Page 6: Check on the location of Firehouse Marina power shut off. Add “required key access” to Anderson Marina.
- Page 8: Leave 4(a) as is.
- Page 9: Defibrillator information acceptable to the committee.
- Page 18: Remove “Overdue Boater”.

- Page 20: Remove “Wild Fire”
- Page 22: Remove “Pressure Washing at Ramp”.
- Marina Rules and Regulations – Update #8 Maintenance -The third sentence shall read, “Any project involving the vessel’s surface or sanding/grinding of any of the vessel’s surface requires prior approval from the Harbormaster or Assistant Harbormaster.”
- Incident Report: Remove “Overdue Boater” and “Wild Fire” from the type of incident.

11. Discussion and consideration regarding new projects (building siding, zebra mussels, and charter of the committee):

T. Nelson noted that the marina building siding would be continuing discussion.

B. Nelson explained that Zebra Mussels were no longer a concern as our marinas do not have chains. He further requested that the committee review Chapter 20 next winter to see if any updates are required.

Held requested that the customer lists be provided for the opening day of the marinas and the waitlist be made public information.

Thorp requested that the policy on slip transfers be reaffirmed at the next meeting.

12. Discussion and consideration regarding Anderson Dock Capital Project Elements (utility trench, monument corner, and others):

T. Nelson provided an update on the Anderson Dock Capital Project. He explained that the Request for Proposal “RFP” was underway and nearly finalized. The utility trench and monument area are spelled out in the “RFP”.

A discussion was held regarding the Anderson Dock Capital Project. Bruce Nelson recommended that the utility trenches and stormwater treatment should also be reviewed as part of the project.

13. New business for the next meeting:

- a. Slip Transfer Policy.
- b. Storage for marina equipment.
- c. Customer List.
- d. Marina Waitlist.

MacDonald requested that the committee speak with Jeff Long about the condition of the chains before installation.

The next meeting of the Marinas and Moorings Committee will take place on Wednesday, June 5, 2024, at 8:00 AM.

14. Adjournment:

Thorp moved, Plansky seconded to adjourn at 10:00 AM, all ayes. Motion carried.

Recorded by, Kim Roberts – Deputy Clerk

VILLAGE OF EPHRAIM

FOUNDED 1853



EPHRAIM BOARD OF APPEALS MINUTES Tuesday, April 30, 2024, 4:00 PM

Present: Chair-Karen McMurtry, Fred Bridenhagen, Sara Glenn, Keith Krist, Steve Sauter

Staff: Brent Bristol-Administrator, Andrea Collak-Clerk/Treasurer

Guests: Diane Taillon, BD Thorp, Michael McCutcheon, Monique McClean

1. **Call to Order:** The meeting was called to order by McMurtry-Chair at 4:00 PM.
2. **Quorum:** A quorum of the Ephraim Board of Appeals is present for this meeting.
3. **Compliance with open meeting law and public notice requirements**
Bristol confirmed that the agenda was posted following open meeting law and that public notice requirements have been met.
4. **Changes in Agenda:** None.
5. **Announcement of Proceedings:**

Chair McMurtry read the Announcement of Proceedings Role of the Board

The Village Board of Appeals is an appellate board required by state law in any municipality that has adopted a zoning ordinance. The board does not have the authority to amend or repeal any provision of the zoning ordinance. Its authority is limited to appeals regarding interpretations of ordinance provisions, and considerations of variances. The board functions like a court. Its purpose is to give a full and fair hearing to any person whose property interests are affected by these matters. Its job is to apply the zoning ordinance and appropriate legal standards to the facts of each case. The board meeting and public hearings are open to the public. A taped recording is being made of the proceedings.

The Appeal of the Board Decisions

A decision of the board may be appealed by commencing an action in the circuit for this county within 30 days after the date of filing of the decision in the office of the board.

Instructions for Witnesses

Anyone wishing to speak should wait until called upon as a witness; address your comments and questions to the chair and state: Your name and place of residence, your qualifications to speak on this matter, the source of your information, and whether you favor, oppose, or are only providing information in this matter and your concerns.

6. **Diane Taillon – 9980 Water St**
 - a) **Variance from 40' rear yard setback standard**

Public Hearing opened by Karen McMurtry. The notice was read into the record. This is case number 155, notices were sent out on April 19, 2024, and the hearing date is April 30, 2024, to hear and transcribe testimony both for and against, written and verbal. Public Hearing on zoning appeal application on property #121-24-0033A2, variance from 40' rear setback standard of Ephraim Zoning Code.

The property is zoned Commercial Center. The proposal is for the construction of a 64-square-foot addition to the subject property that encloses the SE corner of the building and connects two existing decks above. This new proposed work does not meet the 40' rear setback and requires a 5' variance.

Chair McMurtry asked the committee members if they inspected the site. Some of the committee members knew the property in question, and some passed by and visually inspected the property in question.

Statement by the Applicant

Taillon stated that water had damaged the decks. Currently, there are two decks at this corner, and they not only do not connect but they are also of different heights all of which contributed to the water damage. Because these decks do not connect, one of them has no access to the stairway to the ground level. This addition does not conflict with neighboring properties, does not alter the basic nature of the site, does not harm public interests, and only requires one variance. The Hillside is a historic property that existed lawfully before the passage of the current zoning ordinance. The addition of the 8' x 8' corner at the southeast corner of the building is at the back of the building which the public does not see from Hwy 42 or Cherry Street. Safety is enhanced because the entire deck would now have access to the stairway from the second floor to the ground level.

Reading of the Staff Report

The subject property, parcel #121-24-0033A2, is owned by Diane Taillon and is located at 9988 Water Street. The property is zoned Commercial Center and is used as a hotel.

Bristol in his notes stated that the proposal calls for a 64-square-foot addition on the SE side of the structure that will be enclosed by walls and connect the two existing decks above.

A regular zoning permit cannot be issued because the proposed project does not comply with the 40' rear setback requirement for new work in the Commercial Center.

The applicant is requesting:

- A 5' Variance from the 40' rear setback standard of the Ephraim Code of Ordinances.

Correspondence:

Bristol reported that there was correspondence received concerning this matter.

Sandy Van Sickle, 3035 Church Street, has no objection to the proposed glass enclosure of the existing covered patio or the 64-square-foot addition at the SE corner of the Hillside. She is in support of the 4' and 5' variance needed for the applicant to complete the two projects.

Charles and Kitty Boutell, 9976 Moravia Street, have no objection to the structural changes that the applicant requested. However, they do not think that the request for a skylight should be accepted. Skylights are for Airports, not for an area like Ephraim. Their concern is that the skylights will take away the night's beauty. If this request is permitted, they are concerned that over time other people will be asking for skylights. Ephraim is a unique beauty compared to the rest of Door County. They asked the committee not to mess it up.

Dorothy Schueffner, 9976 Moravia Street, has no objection to the project in general. However, she is wondering what the impact of evening lights from the new enclosure with all the glass and very large skylight might be for the residents at Anderson Condos. Schueffner is suggesting Diane Taillon might address her plans for window treatments and/or louvered skylights if lights will be on after dark.

Paul and Colleen Mayer, 9976 Moravia, owners of the condo at Anderson House Condominiums located directly East behind the Hillside have a concern about the effect of the large skylight on their view after dark. It would be nice to limit the amount of light coming through the skylight after dark. Hopefully, the hedge will remain along Moravia Street after the retaining wall reinforcement is done. It is great that the Hillside is planning to update the East side of their building. The Mayers are assuming that the design fits into the historical district feel.

Julie and Jim Chosy, 9976 Moravia, owners of the condominium at Anderson House Condominiums have a concern with the large size of the skylight on the proposed new enclosure. Given its size, the top of the structure may be more of a glass roof as opposed to a skylight, and it appears very modern in contrast with the traditional exteriors of buildings in Ephraim. They are concerned about light being emitted from the large, raised glass roof at night, as well as the possibility of noise when it rains. It appears from the drawing of the proposed new enclosure that such a large glass roof may not be necessary as the space will have ample outdoor light from the wall of glass doors/windows shown in the picture.

It was confirmed that there was no ex-parte communication.

Witness or Visitor Statements:

Findings of Fact:

Glenn has no issue with enlarging the deck but questions whether it is necessary to screen the area below. Taillon said it was not necessary and explained that the screen was supposed to hide garden equipment.

Bridenhagen feels that the application is not complete. It includes an inaccurate survey from 3 owners ago instead of the site plan. Bridenhagen does not believe there was any attempt at fixing the water problem. Other steps could be taken to eliminate the water issue. Bridenhagen does not see the hardship in it at all and is opposed to granting this variance.

Glenn asked whether the builder provided a plan of how the water would be diverted away from the building once the deck was completed. The construction plan/site plan would be helpful when making this decision.

Bridenhagen asked whether there are two units and one of them can not access the stairway from their deck. Taillon clarified that there is only one unit with two decks but cannot access the stairway from one of the decks.

Sauter noted that the requested variance has to meet the test of unnecessary hardship, the hardship due to physical limitations of the property, and not to be contrary to the public interest. Sauter believes that in this case there has to be a better argument for unnecessary hardship. Glenn agreed that the argument for unnecessary hardship is not present.

McMurtry would like to see a plan stating the reason why connecting those two decks would protect the building from water damage.

Bridenhagen stated that the applicant has the burden of proof to demonstrate all three criteria. Bridenhagen does not see decks going together helping in this situation.

The Board members agreed that the variance does not meet all three tests.

McMurtry asked the Board members whether more information from the applicant would be helpful to make the decision. McMurtry does not want to deny the variance if more information can help to make an educated decision. Bridenhagen pointed out that this is the hearing and the burden of proof is on the applicant, not the Board. The Board should not settle for an incomplete application. McMurtry said that the Board can table the decision until additional information is provided with a burden to prove still on the applicant.

Bridenhagen asked whether giving the opinions and statements regarding the burden of proof would relate to coaching of the applicant and contouring the applicant's decisions.

Sauter asked whether denying the variance would keep the applicant from coming back again and requesting the hearing. Sauter would like to table this case and see more information before making the final decision. Glenn agreed. Glenn does not see any harm in tabling this case. McMurtry and Krist agreed.

The Board of Appeals members agreed to vote before filling out the conclusions of the law.

Public Hearing Closed by Karen McMurtry.

Conclusions of Law: Conclusions were not stated for this case.

Unnecessary Hardship:

Unique Physical Property Limitations:

No Harm to Public Interest:

McMurtry moved, Glenn seconded to table the requested 5' variance from the 40' rear yard setback standard of the Ephraim code of ordinances for Diane Taillon at 9980 Water Street as presented with no conditions, Sauter aye, Bridenhagen nay, Glenn aye, McMurtry aye, Krist aye, and the motion carried 4:1.

7. **Diane Taillon – 9980 Water St**

b) Variance from 40' rear yard setback standard

Public Hearing opened by Karen McMurtry. The notice was read into the record. This is case number 156, notices were sent out on April 19, 2024, and the hearing date is April 30, 2024, to hear and transcribe testimony both for and against, written and verbal. Public Hearing on zoning appeal application on property #121-24-0033A2, variance from 40' rear yard setback standard of Ephraim Zoning Code.

The property is zoned Commercial Center. The proposal is for the construction of a 152-square-foot glass enclosure of the existing covered patio on the east side of the building. The new proposed work does not meet the 40' rear setback and requires a 4' variance.

Chair McMurtry asked the committee members if they inspected the site. Some of the committee members knew the property in question, and some passed by and visually inspected the property in question.

Statement by the Applicant

Taillon noted that the dining room at the Hillside is small for the number of guests. She is requesting a variance from the rear setback of the property to enclose the patio by constructing a glass wall and skylight. She would at least like to enlarge the dining room if the skylight is not approved. Enclosing the patio while removing the wall that separates the patio and the dining room doubles the size of the room. This addition does not conflict with neighboring properties, does not alter the basic nature of the site, does not harm public interests, and only requires one variance. The Hillside is a historic property that existed lawfully before the passage of the current zoning ordinance. Even though COVID is somewhat in the past, the current dining room is small when all the guests convene for breakfast. Increasing the space will increase the distance between individuals.

Reading of the Staff Report

The subject property, parcel #121-24-0033A2, is owned by Diane Taillon and is located at 9980 Water Street. The property is zoned Commercial Center and is used as a hotel.

Bristol in his notes stated that the proposal calls for a 152-square-foot addition on the E side of the structure that will enclose the existing covered patio with glass walls and alter the existing deck above.

A regular zoning permit cannot be issued because the new work is subject to the current setback and the 40' rear yard setback is not met.

The applicant is requesting:

- A 4' Variance from 40' rear yard setback minimum of the Ephraim Code of Ordinances.

Correspondence:

Bristol reported that there was correspondence received concerning this matter.

Sandy Van Sickle, 3035 Church Street, has no objection to the proposed glass enclosure of the existing covered patio or the 64-square-foot addition at the SE corner of the Hillside. She is in support of the 4' and 5' variance needed for the applicant to complete the two projects.

Charles and Kitty Boutell, 9976 Moravia Street, have no objection to the structural changes that the applicant requested. However, they do not think that the request for a skylight should be accepted. Skylights are for Airports, not for an area like Ephraim. Their concern is that the skylights will take away the night's beauty. If this request is permitted, they are concerned that over time other people will be asking for skylights. Ephraim is a unique beauty compared to the rest of Door County. They asked the committee not to mess it up.

Dorothy Schueffner, 9976 Moravia Street, has no objection to the project in general. However, she is wondering what the impact of evening lights from the new enclosure with all the glass and very large skylight might be for the residents at Anderson Condos. Schueffner is suggesting Diane Taillon might address her plans for window treatments and/or louvered skylights if lights will be on after dark.

Paul and Colleen Mayer, 9976 Moravia, owners of the condo at Anderson House Condominiums located directly East behind the Hillside have a concern about the effect of the large skylight on their view after dark. It would be nice to limit the amount of light coming through the skylight after dark. Hopefully, the hedge will remain along Moravia Street after the retaining wall reinforcement is done.

It is great that the Hillside is planning to update the East side of their building. The Mayers are assuming that the design fits into the historical district feel.

Julie and Jim Chosy, 9976 Moravia, owners of the condominium at Anderson House Condominiums have a concern with the large size of the skylight on the proposed new enclosure. Given its size, the top of the structure may be more of a glass roof as opposed to a skylight, and it appears very modern in contrast with the traditional exteriors of buildings in Ephraim. They are concerned about light being emitted from the large, raised glass roof at night, as well as the possibility of noise when it rains. It appears from the drawing of the proposed new enclosure that such a large glass roof may not be necessary as the space will have ample outdoor light from the wall of glass doors/windows shown in the picture.

It was confirmed that there was no ex-parte communication.

Witness or Visitor Statements:

Findings of Facts:

Sauter does not see an unnecessary hardship stated in the application. A small dining room is not an unnecessary hardship.

A short discussion about the former use of the current dining room. Bridenhagen noted that it used to be a bedroom in the past.

Bridenhagen does not see anything historic about the skylight, but he is shocked that the applicant cannot enclose what is currently there. Bridenhagen believes that the skylight will create substantially more watershed through the winter because the sun will get to that point last. Taillon said that she does not need the skylight but would like to expand the dining room.

McMurtry noted that only the enclosure can be approved without the skylight feature.

Sauter said that the unnecessary hardship might be present, but it is not in making a little bigger dining room. It is desire. Glenn agreed. Having a larger space to eat in does not seem like an unnecessary hardship. Having safe access to the staircase in case of fire would be more necessary, concluded Glenn.

Sauter recommended tabling this request.

Public Hearing Closed by Karen McMurtry.

Conclusions of Law: Conclusions were not stated for this case.

Unnecessary Hardship:

Unique Physical Property Limitations:

No Harm to Public Interest:

Sauter moved, Krist seconded to table the requested 4' variance from the 40' rear yard setback standard of the Ephraim code of ordinances for Diane Taillon at 9980
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Water Street as presented, Sauter aye, Bridenhagen aye, Glenn nay, McMurtry aye, Krist aye, and the motion carried 4:1.

8. Adjournment

McMurtry moved, Krist seconded to adjourn the Board of Appeals meeting at 4:45 PM, all ayes and the motion carried.

Recorded by,

Andrea Collak - Clerk/Treasurer

DRAFT

VILLAGE OF EPHRAIM

FOUNDED 1853



Historic Preservation Committee Meeting Minutes Tuesday, April 30, 2024 – 6:30 PM

Present: Ken Nelson-Chair, Kathy Pentler, Amy Russell, Cody Schreck

Absent: Marilyn Cushing

Staff: Brent Bristol- Administrator, Andrea Collak – Clerk/Treasurer

Guests: Lars Topelmann BD Thorp, Colin Welford, Monique McClean, Michael McCutcheon, Kelsey Stone, Grace Held, Andrew Bartelt

1. **Call to order:** The meeting was called to order by Ken Nelson – Chair at 6:30 PM.
2. **Quorum:** A quorum is present for this meeting.
3. **Changes in Agenda:** Bristol stated that item #9 was withdrawn at the applicant’s request and is no longer an actionable item due to the applicant’s variance request being tabled at the Board of Appeal meeting this afternoon.
4. **Visitors’ comments:** None
5. **Previous minutes:** Minutes from 4/2/2024

Schreck moved, Russell seconded to approve HPC minutes from April 2, 2024, as presented, all ayes, and the motion carried.

6. **Anatolia Cuisine – 9922 Water St – Sign**

Bristol noted that this application is for the 24”x 24” sign on the front of the building. The sign has already been displayed on the building. A picture was provided to the committee members.

The applicant stated in the application that the material would be weatherproof PVC. The word “Anatolia” is written in a blue script font which can be seen as elegant and sophisticated. The curvy lines of the script font could also evoke the feeling of the Mediterranean Sea. The words “Mediterranean Cuisine” are written in a black sans serif font, which is a more common and simple font style.

The committee members had no issues with this sign application.

Schreck moved, Pentler seconded to recommend the approval of the Sign application to the Plan Committee for Anatolia Cuisine at 9922 Water Street, Unit #7 as submitted, all ayes, and the motion carried.

7. **Lars Topelmann – 3060 Church St – Fence**

Bristol said that the application is for a solid, picket style 4 feet 6 inches high, 29 feet long, and 16 feet wide fence on the SW corner of 3060 Church Street, between their building and a neighbor’s building. This item is before the committee for design review purposes.

Lars Topelmann would like to erect the proposed solid fence to define the parking area, add privacy, and block headlights from shining into neighbors’ windows. A short dry stack rock will also be added between the trees and the fence as a landscaping feature.

Bristol noted that he received one piece of correspondence regarding this item.

Paul and Mandy Miller, 3064 Church Street, wrote in support of Lars and Monique's application for a fence adjacent to their property. They feel the plans are in keeping with the Village's overall esthetic and would enhance both properties.

The committee members had no issues with this application.

Russell moved, Schreck seconded to recommend the approval of the Design Review application for the Fence application to the Plan Committee for Lars Topelmann at 3060 Church Street as submitted, all ayes, and the motion carried.

8. Ephraim Historical Foundation – 3060 Anderson Ln, 3081 Anderson Ln, 9988 Moravia St, 9966 Moravia St - Signs

Ephraim Historical Foundation (EHF) would like to replace the existing two-sided signs for 3060 Anderson Lane (32"x 60") at Southwest corner of property at site of current sign, 9988 Moravia Street (24"x34") at West edge of the property at site of current sign and 9966 Moravia Street (24" x 34") at West edge of the property at site of current sign and replace and move existing sign at 3081 Anderson Lane. The material used will be carved, dimensional, and painted High-Density Urethane (HDU). The material is very durable and used in most modern outdoor signage projects. Bay & Lake Creative Workshop in Ephraim will use existing posts, reinforce them, and wrap them in new durable cedar. The size and the site placement of the signs will remain the same as the current, except for the Anderson Store sign, whose final location is yet to be determined. Bristol has no issues from a dimensional standpoint.

A short discussion on the location of the Anderson sign. If the location changes from the site of the current location, the EHF will come before the committee for approval. The committee members had no issues with the proposed signs.

Pentler moved, Russell seconded to recommend approval of the proposed Signs applications for Ephraim Historical Foundation at 3060 Anderson Lane, 3081 Anderson Lane, 9988 Moravia Street, 9966 Moravia Street as submitted, all ayes, Schreck abstained, and the motion carried.

9. Diane Taillon – 9980 Water St – Design Review – Deck addition and Porch Enclosure (first requiring variance from BOA)

Bristol noted at the beginning of the meeting that the variance request was tabled at the Board of Appeal meeting that afternoon and thus will not be an actionable item at this meeting.

10. New Business for Next Meeting: Schreck commended the Village for moving the church's historic marker/monument. It looks nice. Russell agreed.

11. Adjournment

Russell moved, Schreck seconded to adjourn the Historic Preservation Committee Meeting at 6:50 PM, all ayes, and the motion carried.

Recorded by

Andrea Collak- Clerk/Treasurer

VILLAGE OF EPHRAIM

FOUNDED 1853



Plan Committee Meeting Minutes Tuesday, April 30, 2024 – 7:00 PM

Present: Michael McCutcheon-Chair, Andrew Bartelt, Grace Held, Monique McClean, Kenneth Nelson, BD Thorp

Absent: Susie Samson

Staff: Brent Bristol- Administrator, Andrea Collak – Clerk/Treasurer

Guests: Lars Topelmann, Kelsey Stone, Scott Barnes, Julie Barnes, Sarah Anschutz, Cody Schreck, Elfi Johnson

1. **Call to order:** The meeting was called to order by Michael McCutcheon-Chair at 7:00 PM.
2. **Quorum:** A quorum is present for this meeting.
3. **Approval of previous minutes**

Thorp moved, Nelson seconded to approve the Plan Committee Working Session meeting minutes from April 2, 2024, as presented, all ayes, and the motion carried.

Thorp moved, Nelson seconded to approve the Plan Committee meeting minutes from April 2, 2024, as presented, all ayes, and the motion carried.

4. **Changes in Agenda:** Bristol stated that item #9 was withdrawn at the applicant's request and is no longer an actionable item due to the applicant's variance request being tabled at the Board of Appeal meeting this afternoon. Also, item #14 is no longer an actionable item as it is still being discussed during the working session.
5. **Visitors' comments:** None
6. **Anatolia Cuisine – 9922 Water St – Sign**
Bristol noted that this application is for the 24"x 24" sign on the front of the building. The sign has already been displayed on the building. A picture was provided to the committee members. Bristol has no issues with this application.

The applicant in his application stated that the material would be weatherproof PVC. The word "Anatolia" is written in a blue script font which can be seen as elegant and sophisticated. The curvy lines of the script font could also evoke the feeling of the Mediterranean Sea. The words "Mediterranean Cuisine" are written in a black sans' serif font, which is a more common and simple font style.

This item went before the Historic Preservation Committee (HPC) for design review purposes and HPC recommended approval of the colors and materials as submitted.

The committee members had no issues with this application.

Bartelt moved, McClean seconded to approve the Sign application for Anatolia Cuisine at 9922 Water Street as submitted, all ayes, and the motion carried.

7. Lars Topelmann – 3060 Church St - Fence

Bristol said that the application is for a solid, picket style 4 feet 6 inches high, 29 feet long, and 16 feet wide fence on the SW corner of 3060 Church Street. This item is before the committee for design review purposes.

Lars Topelmann would like to erect the proposed solid fence to define the parking area and block headlights from shining into our neighbors' windows. A short dry stack rock will also be added between the trees and the fence as a landscaping feature.

Bristol noted that he received one correspondence received regarding this item.

Paul and Mandy Miller, 3064 Church Street, wrote in support of Lars and Monique's application for a fence adjacent to their property. They feel the plans are in keeping with the Village's overall esthetic and would enhance both properties.

Nelson noted that HPC recommended the approval of this item based on design, material, and colors.

The committee members had no issues with this application.

Thorp moved, Held seconded to approve the Fence application for Lars Topelmann at 3060 Church Street as submitted, all ayes, McClean abstained, and the motion carried.

8. Ephraim Historical Foundation – 3060 Anderson Ln, 3081 Anderson Ln, 9988 Moravia St, 9966 Moravia St –Signs

Ephraim Historical Foundation (EHF) would like to alter existing signs for 3060 Anderson Lane (32"x60") at Southwest corner of property at site of current sign, 9988 Moravia Street (24"x34") at West edge of the property at site of current sign and 9966 Moravia Street (24" x 34") at West edge of the property at site of current sign and move existing sign at 3081 Anderson Lane. The material used will be carved, dimensional, and painted High-Density Urethane (HDU). The material is very durable and used in most modern outdoor signage projects. Bay & Lake Creative Workshop in Ephraim will use existing posts, reinforce them, and wrap them in new durable cedar. The size and the site placement of the signs will remain the same as the current, except for the Anderson Store sign, whose final location is yet to be determined. Bristol has no issues from a dimensional standpoint.

Nelson noted that HPC recommended the approval of this item based on color, material, and existing location.

The committee members had no issues with this application. If a different location is determined for the Anderson Store sign by EHF, the item will come before the committee for approval.

Thorp moved, McClean seconded to approve the Signs applications for Ephraim Historical Foundation at 3060 Anderson Lane, 3081 Anderson Lane, 9988 Moravia Street, and 3966 Moravia Street contingent upon the sign at the Anderson Store will remain at the present location, all ayes, and the motion carried.

9. Diane Taillon – 9980 Water St – Design Review – Deck Addition and Porch Enclosure (first requiring a variance from BOA)

The item was withdrawn at the applicant's request. The applicant's variance request was tabled at the Board of Appeal meeting this afternoon.

10. Ephraim Business Council – Event – Fyr Bal

Kelsey Stone presented the committee with plans for the Fyr Bal public event on June 15, 2024. The event will take place in downtown Ephraim, Hwy 42. The road will be closed from Moravia Street to Cedar Street. There will be approximately 50 vendors, and 4-6 food/drink vendors. The public restroom facilities will be available behind the Village Hall, Harborside Park, and Visitor Information Center. Parking will be available at Green Gables & UUFDC on the North side and Ephraim/Gibraltar Airport on the South side. Barricades and signage will be placed around the Village. Two reserve deputies have been requested to help with traffic control.

Nelson moved, McClean seconded to approve the FyrBal Event for the Ephraim Business Council on June 15, 2024, as presented, all ayes and the motion carried.

11. Ephraim Business Council – Event – Evenings in Ephraim

Kelsey Stone presented the Plan committee with plans for the upcoming Evenings in Ephraim Concert Series. This public event will take place at the Harborside Park & Gazebo every Monday from June 17 until August 26, 2024, from 6 PM-8 PM. Public restrooms will be available at Ephraim Village Hall. In years past, they have not had any issues with parking in Ephraim public parking areas. They will be using the signage in A-frame with black and white sign, with red Ephraim Business Council logo, to inform the public about the event.

McClean moved, Nelson seconded to approve Evenings in Ephraim Event for the Ephraim Business Council from June 17, 2024, until August 26, 2024, as presented, all ayes and the motion carried.

12. Ephraim Business Council - Event – Bondemarked

Kelsey Stone presented the Plan committee with plans for the upcoming Evenings in Ephraim – Bondemarked (Farmer's Market in Norwegian). This public event will take place at the grass lots next to the Red Putter golf course every Monday from June 17 until August 26, 2024, from 3:30 PM to 6:30 PM. Public restrooms will be available at the Red Putter. The car park will be located at the Red Putter. They will be using the yard signage at parking locations.

Bartelt moved, McClean seconded to approve the Bondemarked Event for the Ephraim Business Council from June 17, 2024, until August 26, 2024, as presented, all ayes and the motion carried.

13. David Hatch – Tax Parcels (121-01-12312744K1, 121-01-12312744K2) – Building Concept discussion

Bristol noted this item ties in with item #14 which is a discussion and consideration regarding ordinance relating to Multi-Family & 2-Family (Duplex). There is nothing additional submitted from Hatch at this point, but it all plays into the mentioned ordinance language still discussed during the working session meetings.

14. Discussion and consideration regarding ordinance relating to Multi-Family & 2-Family (Duplex)

Bristol stated at the beginning of the meeting that this item is no longer actionable as it is still being discussed during the working sessions.

15. Scott & Julie Barnes – Employee housing concept discussion

Scott and Julie Barnes would like to ask the committee for their participation and partnership to help them in times of great need. Scott Barnes commended the fire departments for their professionalism and compassionate approach. The Barnes appreciate the support from the community.

In the early hours of April 25th, 2024, they suffered a devastating fire at their 2854 Shannon Square property. They lost housing for two full residents and seven contracted J-1 employees. The first of 7 arrives this Friday. Our immediate loss of housing puts both of our businesses, Ephraim Motel and Door County Rock and Gem, at great risk to be able to operate. Julie and Scott Barnes have been doing everything in their power since the fire, to formulate a plan to secure and provide needed housing for 7 seasonal J-1 employees for the 2024 season (May-October).

They are proposing the solution of bringing onto their property mobile housing units with 8 beds. They are working with Secura to find appropriate units. This will be for the 2024 season and possibly 2025.

This solution is only temporary and seasonal until such a time as Yellow House is rebuilt, and they have an occupancy permit. Services to the temporary housing will come from services currently at Yellow House. The sewer will connect directly to the sewer currently on the property. Whatever the solution, we must house people contracted to be housed by us, no later than June 10th, 2024. This area is not visible to the public and will be removed upon rebuilding the Yellow House.

Scott Barnes mentioned that he met with Kurt Van from Van's Lumber who built their house, and he optimistically reassured him that he could have the Yellow House rebuilt for the 2025 season. They are actively trying to remedy this temporary housing situation.

Julie Barnes said that first they were looking at the mobile homes; 400 square feet and up. However, they are big and according to the state code they need to be put on a concrete slab and that is not economically feasible because it is not a permanent solution. They investigated tiny homes, and those units are available in Sturgeon Bay. They are brand new and very attractive from the outside and can have 3 beds per unit. They do not fall under the mobile home classification by 1 square foot, 399 sq. foot, and under, would be park model/RV. They also checked with their insurance company which cooperates with other agents that work with people who find themselves in difficult situations, very much like the FEMA project. They suggested housing people in Green Bay or Sturgeon Bay. Barnes said that option was not feasible; having foreign employees who might not speak English that far away from an employer as well as getting them back and forth to work. However, the company has tiny homes also available. Barnes is still waiting for pictures of those units so she can provide those to the committee for reference. Those units are also brand new and have two separate bedrooms with two beds in each bedroom. They will need two units to house their J-1 employees. The housing requirement for J-1 employers is to provide at least one bed for each student. These units need to be safe and comfortable.

The committee members were very sympathetic to the applicant's situation.

Bartelt noted that there is nothing in the ordinance that addresses this situation. However, he is willing to pursue an exception.

Bristol said that the Plan Committee can weigh in to some level but how this item moves forward would be ultimately the Village Board's decision. The Plan Committee must work with Chapter 17, the zoning code. The applicant is looking at doing something that is on a chassis that is from the ordinance standpoint considered a mobile home and specifically excluded from the Village of Ephraim. Also, park models/camping is disallowed in the Village of Ephraim. The minimum square footage for a home is 1000 sq. feet. Bristol consulted several times with the Village attorney who suggested bringing this issue to the Village Board for discussion and consideration. Depending on what mechanism the Board, as the governing body of the Village, would use, it could be decided promptly. The Plan Committee cannot make an exception to the written rule.

McCutcheon, the Plan Committee Chair, and the Village Board President suggested having a special/emergency meeting of the Board as soon as possible before the next regular Board meeting. McCutcheon would like the board members to research the options with the attorney's help and get this in motion. The Village must investigate how to do this but still protect the Village. The Board might be able to come up with the decision by the next scheduled Board meeting in May.

Scott Barnes thanked the committee as well as the Village Board. Barnes is not trying to set a precedent by choice nor force the Village into a hasty decision. Barnes believes that under hardship conditions things can happen. Barnes reassured the committee that there would be a building permit for the new house to be rebuilt.

16. Discussion regarding EHF historic marker signage

Schreck presented the committee with a mockup of the proposed historical marker 18" x 24" at the last meeting. The finished height would be about 6 feet. Schreck is looking at any feedback from the committee. They are looking for permission to do this project on their private properties such as the Anderson Barn, Anderson Store, Pioneer School House, and Iverson House. There is an interested donor, Diane Taillon, who would like to help fund this project. Schreck would like to include the marker at her location, at the Hillside. The location needs to be clarified and included in the packet for the HPC and Plan Committee.

There are 21 structures/properties that are listed in the Village of Ephraim Zoning Code, plus German Road.

Some are owned by the Village of Ephraim: Aslag Anderson Warehouse, Ephraim Information Center, Village Hall, and Old Firehouse.

Some are owned by the Ephraim Historical Foundation: Andreas Iverson House, Thomas Goodletson Log Cabin, Anderson Family Barn, Aslag Anderson Store, and Pioneer Schoolhouse.

Some are owned by Private Individuals or Entity: Halvor Anderson House, Hillside Hotel, Abraham Oneson House, Aslag Anderson House, Moravian Church, Bethany Lutheran Church, Aslag Anderson Icehouse, Oscar Wilson's Ice Cream Parlor, Evergreen Beach Hotel, Hansen's General Store, Log Schoolhouse built by Rev. Andreas Iverson

German Road as a historic road was added 11/6/95.

Of the 21 structures/properties deemed of historic importance by the Historic Preservation Committee (HPC) of the Village of Ephraim, 10 are listed on the National Register of Historic Places, 10 are listed on the State Register of Historic Places and 2 are eligible for both listings but had their nominations declined by the owners at the time. Of the 21 listed structures/properties, 5 are owned by the Ephraim Historical Foundation, 4 are owned by the Village of Ephraim, and 11 are owned by private individuals and entities.

Schreck noted at the HPC that at this point it is in the hands of the Plan Committee. Schreck is willing to provide the committees with any needed information to keep the project moving.

Bristol noted that the committee needs to consider whether to call it a sign or a memorial plaque. If it is considered a memorial plaque, ordinance 17.19 Memorials could create the mechanism to do so and a place for it to live through ordinance modification. The HPC would play an important role in putting a recommendation onto the Plan Committee. However, when the ordinance was written it put a maximum size of a memorial plaque at a foot and a half square foot or have a single dimension of 18 inches or less. EHF is asking for 2 feet by 18 inches. This would require some ordinance amendments to be passed from the HPC and Plan Committee onto the Village Board for consideration. It requires a process if it is considered a memorial.

If it is a sign the message of it would have to be readable from the public way. If a business decides to put up a 4-square-foot memorial sign, they will have to reduce their commercial business signage by that. Bristol feels that it is a better fit as a memorial.

McCutcheon believes that this should only be limited to the Ephraim Historical Foundation properties and the signs should be smaller. McCutcheon does not want to see the Village with 21 big memorial marker signs with posts all over the place. It would distract from the simplicity of the Village. He believes the size of the historic marker sign should be smaller and attached to the building only for those who have an interest in reading it. Schreck said that if that is considered and the sign would not be on the pole the EHF might withdraw from this project. It is the purpose of the roadside marker to have a sign on the pole.

McClellan is open to the pole. There are roadside markers she saw around the country that are significantly bigger than what is being presented by EHF. However, she is up for discussion about the smaller size of the sign.

Bartelt likes the proposed idea from the Ephraim Historical Foundation. He is not concerned about the pole or the size of the historic marker signage. It is not only identifying some of the buildings for drivers but also explaining a little history for pedestrians.

Nelson has no issue with the posts but would like to see smaller signs. Because there are main signs located by the road for drivers to see that were approved this evening, Nelson would like to see these proposed historic markers with written information closer to the building, maybe on the building targeting pedestrians.

McCutcheon asked the applicant to research the options for smaller signs with and without the posts.

Schreck added that he will provide the committees with the purpose statement for what these historic markers are supposed to do.

17. New business for next meeting/next meeting date: The next meeting is Tuesday, May 28, 2024, at 7:00 PM.

18. Adjournment:

Nelson moved, Held seconded to adjourn the Plan Committee Meeting at 7:50 PM, all ayes, and the motion carried.
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Recorded by,

Andrea Collak-Clerk/Treasurer

DRAFT