

**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*