

**VILLAGE OF EPHRAIM
PHYSICAL FACILITIES & UTILITIES MINUTES
TUESDAY, JUNE 4, 2024 - 8:00 AM
9996 WATER STREET**



Action Items:

Flottman moved, Bridenhagen seconded to approve the minutes of May 7, 2024, all ayes. Motion carried.

Bridenhagen moved, Hoyerman seconded to recommend approval to the Village Board for the 2024 Holiday Lighting Plan at a cost of seventeen thousand three hundred twenty-one dollars (\$17,321), all ayes. Motion carried.

Bridenhagen moved to adjourn at 8:35 AM, Flottman seconded, all ayes. Motion carried.

Present: Fred Bridenhagen, Rick Hoyerman, Paul Flottman, Brian Reinhardt, and Matt Meacham - Chair.

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

Guests: Maggie Peterman, Jim Peterman, Lane Methner (online), Duska Pearson, Dr. Michael McCutcheon, Diane Taillon, Julie Watkins, Cindy Nelson, and an unidentified guest.

Call to Order: The meeting was called to order by Chair Meacham at 8:00 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:**
Flottman moved, Bridenhagen seconded to approve the minutes of May 7, 2024, all ayes. Motion carried.
5. **Maintenance Manager Report:**
MacDonald reviewed his May Report. He explained that the Maintenance Department had placed garbage cans and picnic tables for the season. The public restrooms had been opened for the season. There had been storms throughout the month which resulted in storm clean-up as well as use of the generator at the Administrative Office. MacDonald provided an update on efforts to control geese as well as the County Highway Department's progress on paving within the Village.
6. **Discussion and consideration of Moravia Point:**
The agenda item was postponed until the next meeting.
7. **Discussion and consideration of Christmas Decorations:**
Duska Pearson presented a pared-down plan for 2024 Christmas Light Decorations based on feedback from the last meeting. She noted that the plan is still a multi-year plan. For the coming year, Pearson outlined that the proposal cost is approximately fourteen thousand fifty-five dollars (\$14,055) with leased lights. She reviewed photos outlining what would be included in the plan:

Item 1 – Lighting:

- Picture 1 outlined the gazebo (\$1750) and three (3) medium-sized trees lit for \$2700.
- Picture 2 outlined the Village Hall with the current lighting in addition to greenery and two (2) artificial trees with warm lights for \$1495.
- Picture 3 outlined the lighting of the Ephraim Firehouse Marina building and one (1) tree for \$1945.
- Picture 4 outlined the lighting of five (5) trees in the vicinity of the large flag pole across from the Village Hall for \$3260
- Picture 5 outlined the lighting of three (3) trees in the area of Chef's Hat for \$2900.

Item 2: Banners:

- Purchase of new banners for the streetlights for \$3285 – this is an additional cost outside the lighting expense request.

Item 3: Continued lighting with no additional cost: Village Hall and Anderson Warehouse.

- Item 4: Electrical Needs. A quote was presented from NEI for additional costs outside the lighting expense request.

A discussion was held regarding the Christmas Decoration Plan. Bridenhagen felt the plan would get us started. He asked if solar had been considered as an alternative for electrical needs. Hoyerman commended the Holiday Decorating Committee for their work. He added that the lack of decorations has bothered him for years. He felt that the business community would be supportive of upping the decorating game. Flottman asked about the Visitor Center being lit as requested by the Ephraim Business Council. Pearson said it could be added at an additional cost. Flottman stressed that the initial idea was to highlight village-owned buildings. Pearson explained that the idea would be to encourage residents and businesses to join the decorating concept. Flottman discussed that he would scale back the plan further and proceed only with the lighting on the land side so that everyone could imagine how the rest would look. If liked, the next year the plan could be expanded. Bridenhagen inquired why the Fire House Museum was left out of the plan. Pearson explained that she was told it would not happen. McCutcheon confirmed. Meacham thanked Pearson and agreed with Flottman. Meacham proposed a scaled-down concept.

The committee discussed options to scale down the plan so that it could be recommended to the Village Board. Pearson requested a ten thousand dollar (\$10,000) budget for lighting in addition to the banners and electrical work.

The committee discussed proceeding with the following plan:

- Banners at a cost of \$3285
- Lighting the three (3) trees in the area of Chef's Hat at a cost of \$2900.
- Lighting for the Gazebo Roof Line at a cost of \$1750
- Lighting of the Marina Office Building at a cost of \$1945
- Electrical work to include the last two items on the NEI to include the necessary work for the gazebo (\$1,353) and circuit break box (\$2683)

Lighting not to exceed ten thousand dollars (\$10,000)

Bridenhagen moved, Hoyerman seconded to recommend approval to the Village Board for the 2024 Holiday Lighting Plan at a cost of seventeen thousand three hundred twenty-one dollars (\$17,321), all ayes. Motion carried.

Further discussion included the timing of when the lights are turned on and a mock-up of one tree on the waterside of Water Street. Meacham felt that the committee should present the scaled-back plan to the board and see how it goes.

Hoyerman noted that this is progress. It will be an ongoing process with more work to do. Given the history, moving this forward is a win.

8. New Business for the next meeting:

- Goose population.

9. Adjournment:

Bridenhagen moved to adjourn at 8:35 AM, Flottman seconded, all ayes. Motion carried.

Recorded by, Kim Roberts – Deputy Clerk