

**VILLAGE OF EPHRAIM
PHYSICAL FACILITIES & UTILITIES MINUTES
TUESDAY, AUGUST 6, 2024, 8:00 AM
9996 WATER STREET**



Action Items:

Flottman moved, Bridenhagen seconded to approve the minutes of June 4, 2024, all ayes. Motion carried.

Flottman moved, Bridenhagen seconded to approve the replacement of the Village Hall basement entry door for five thousand two hundred seventy-one dollars and seventy-three cents (\$5,271.73) with funds coming from PRAT, all ayes. Motion carried.

Flottman moved, Reinhardt seconded to recommend to the Village Board of Trustees that the fees associated with Village Hall rentals be doubled and the deposit remain the same at two hundred and fifty dollars (\$250.00) subject to being withheld if the condition of the hall merits more cleaning after a rental, all ayes. Motion carried.

Bridenhagen moved to adjourn at 8:20 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: Lane Methner (online) and Kelsey Stone (online).

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 June 4, 2024, all ayes. Motion carried.

5. Maintenance Manager Report:

MacDonald reviewed his July Report. He explained that the Maintenance Department continued with ongoing daily tasks such as cleaning Village properties and bathrooms, watering lawns, mowing, and tilling. He noted that the tennis courts have been pressure washed, fire numbers installed, parking blocks installed at Anderson Dock, redecking of the bridge by Brookside Lane, and assistance provided to the Wastewater Department for pump-outs while Rasmussen was on vacation. Eleven (11) loads of yard waste were hauled to the German Road site.

6. Discussion and consideration of replacement of the basement entry door at the Village Hall:

MacDonald explained that the current wooden door required replacement. He presented a quote for a welded, hollow metal frame replacement door that included installation for a cost of five thousand two hundred seventy-one dollars and seventy-three cents (\$5,271.73).

A discussion was held regarding the replacement door. Bridenhagen suggested a storm top to shed water. MacDonald noted that he had never seen standing water; the sump pumps ensure that the floor stays dry. Meacham discussed that the current door is wood, which is the problem. The replacement is metal and insulated which will last longer.

Flottman moved, Bridenhagen seconded to approve the replacement of the Village Hall basement entry door for five thousand two hundred seventy-one dollars and seventy-three cents (\$5,271.73) with funds coming from PRAT, all ayes. Motion carried.

7. Discussion on the rental of the Village Hall:

Meacham introduced the item by explaining that the revenue generated by events at the Village Hall was low in comparison to the labor involved in managing the events and preparing for Village meetings. He noted that the fee structure had not changed in a long time.

A discussion was held regarding Village Hall rentals. Renters that left the hall in less than satisfactory condition, damages, fees, deposits, and the number of events with no fees charged were discussed. Hoyerman suggested keeping deposits when the hall is not left as it should be to teach a lesson; be stricter. Bridenhagen felt the fees were too low. Meacham felt the fees should be doubled.

Flottman moved, Reinhardt seconded to recommend to the Village Board of Trustees that the fees associated with Village Hall rentals be doubled and the deposit remain the same at two hundred and fifty dollars (\$250.00) subject to being withheld if the condition of the hall merits more cleaning after a rental, all ayes. Motion carried.

8. New Business for the next meeting:

- Moravia Point.

9. Adjournment:

Bridenhagen moved to adjourn at 8:20 AM, Flottman seconded, all ayes. Motion carried.

Recorded by, Kim Roberts – Deputy Clerk