

**VILLAGE OF EPHRAIM
PHYSICAL FACILITIES & UTILITIES MINUTES
MONDAY, SEPTEMBER 30, 2024, 8:00 AM
9996 WATER STREET**



Action Items:

Flottman moved, Reinhardt seconded to approve the minutes of September 3, 2024, all ayes. Motion carried.

Flottman moved, Hoyerman seconded to recommend to the Village Board to commence a multi-year budgeting process to set aside funds to provide water to the waterfront to aid in the installation of a permanent sprinkler system, all ayes. Motion carried.

Flottman moved, Reinhardt seconded to approve and recommend the proposed 2025 Public Works budget to the Village of Ephraim Board of Trustees, all ayes. Motion carried.

Hoyerman moved to adjourn at 8:41 AM, Bridenhagen seconded, all ayes. Motion carried.

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

Absent: None.

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

Guests online: Kelsey Stone (EBC).

Guests in-person: Carly Mulliken and Cindy Nelson.

1. **Call to Order:** The meeting was called to order by Chair Meacham at 8:00 AM.

2. **Quorum:** A quorum was present for this meeting.

3. **Changes in Agenda:** There were none.

4. **Visitors' Comments:** There were none.

5. **Approval of Previous Minutes:**

Flottman moved, Reinhardt seconded to approve the minutes of September 3, 2024, all ayes. Motion carried.

6. **Maintenance Manager Report:**

MacDonald reviewed his September 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 2025 budget has been worked on, the beach building painted, the Village Hall exterior paint was touched up, the County repaired the concrete on CTH Q, brushing Village Streets, flags were removed for the season, several potholes were filled, snowplow wings were sandblasted for painting, lights around the Anderson Dock monument were cleaned, and the bioxide tank was removed from the Smith building. He added that Joe Biwer built a new chipper box for the F-550 frame and a second application of Wet and Forget was applied to the marina building.

7. **Discussion on Moravia Point:**

A discussion was held regarding Moravia Point. Bridenhagen noted that Moravia Point has been discussed since John Cox was president but there has always been interference with the project. He envisioned fixing the power line and wall, reassessing the road guardrail, and removal of trees to start the project with a clean canvas to allow for the planting of native trees such as Maple and Spruce that could be lit up through the holidays. Once the area is cleared, a landscaper should be consulted to advise on native plantings that will take over the area and be maintenance-free. Hoyerman asked if anything

had ever been done, if the trees were removed would it lessen the structural integrity of the area, and if the area was part of the escarpment. Bridenhagen replied that nothing had ever been done, if the roots are left the area will be left structurally sound, and no, nothing has ever been completed. Meacham noted that Feldman had completed some invasive spraying.

A conversation was held regarding the objections raised about tree removal on Moravia Point. Bridenhagen noted it is always the same people that object. He felt that there needed to be a plan to show what needed to be done. Flottman felt that Feldman's plan had been the best. There is always a roadblock when it comes to tree removal. He advised the committee that the plan had to be amended in some way before it could be presented again to the Village Board; some of the trees would need to stay. Bridenhagen explained that cedars are prone to damage and native Maple and Spruce plantings should be included in the plan. Hoyerman suggested picking some trees to save so that the project can move forward. MacDonald noted that the trees can be reviewed and selected and then they can be removed by the Maintenance Department. Meacham discussed having Bristol, MacDonald and himself select the trees that will remain and those for removal to obtain approval from the Village Board next month. Mulliken suggested a picture of the space to provide a visual of what trees are to stay and be removed.

8. Discussion on Shorefront Sprinkler Systems:

A discussion was held regarding the installation of a shorefront sprinkler system. Flottman discussed the disadvantages to watering the waterfront green spaces when people are present not to mention the manpower it takes to move hoses and sprinklers. He suggested exploring a sprinkler system for the waterfront green space areas so that watering can be completed during off-visitation hours. He noted that we are quickly learning that Ephraim is becoming much drier during the summer months than in the past. Meacham suggested a multi-year commitment to set aside funds to do the project as a recommendation to the Village Board. It would be a better use of staff time and a good investment.

Flottman moved, Hoyerman seconded to recommend to the Village Board to commence a multi-year budgeting process to set aside funds to provide water to the waterfront to aid in the installation of a permanent sprinkler system, all ayes. Motion carried.

9. Discussion and consideration of replacement windows and door at the Library:

Mulliken presented the requested quote for Marvin windows. She noted that it included the replacement of the transom window where the current A/C exists. She noted that a split system is to be put in later. Mulliken compared replacing with a picture window versus a double-hung window. She further reviewed that Ken Nelson Chair of the Historic Preservation Committee "HPC", felt that if the replacement windows were a replication of the current windows, they may not need to go to the HPC for approval. She further noted that maintenance would be staining and matching the interior trim and the exterior would remain white. She noted that Marvin does not do doors.

A discussion was held regarding the replacement of windows and door at the Library. Meacham asked how often the windows are opened at the Library. Mulliken noted that because of its street-level location, they are not opened to protect the collection. Meacham reviewed the process the Moravian Church undertook with their windows. They added storm windows instead of replacing the windows. He asked if this was an option. Mulliken stressed that the windows are from the 1960s and will need to be replaced eventually. Storm windows would only be a band-aid fix. Flottman noted that some of the frames needed replacement and storm windows required extra maintenance. Meacham explained that the item would be recommended to the board next month.

10. Discussion and consideration of the 2025 budget:

MacDonald reviewed the Vehicle Maintenance line item. With three (3) trucks, a tractor, and a skid steer which are an aging fleet he increased the budget for maintenance. Further, the fuel line item was also increased. He went on to discuss the 55200-830 Other Improvement Outlay line item. He noted that the summary of items requested for that line item totaled twenty-five thousand nine hundred dollars (\$25,900) which provided a five thousand one hundred dollar (\$5,100) budget buffer. The items

requested for Other Improvement Outlay: Village Hall Garbage Disposal, New Village Hall Commercial Dishwasher, Installation of fencing around the wellhead at the Village Hall, pull behind blower, backpack blower, repairs to the Village Hall, and brush grabber for skid steer.

A discussion was held regarding the 2025 budget. Hoyerman inquired about the cost of the Commercial Dishwasher for the Village Hall. Meacham noted that the current dishwasher was twenty (20) plus years old. If we are expecting renters of the hall to leave what they use clean we can't expect them to wait for a multi-hour dishwasher to clean plates, cups, and utensils. We need a commercial dishwasher. Hoyerman suggested doing some more research. Flottman agreed and felt more research was needed on commercial dishwashers.

Flottman moved, Reinhardt seconded to approve and recommend the proposed 2025 Public Works budget to the Village of Ephraim Board of Trustees, all ayes. Motion carried.

11. New Business for the next meeting:

- Continued discussion on Moravia Point.
- Geese Population.
- Continued discussion on Library replacement windows and door.
- Continued discussion on Shorefront sprinkler systems.

12. Adjournment:

Hoyerman moved to adjourn at 8:41 AM, Bridenhagen seconded, all ayes. Motion carried.

Recorded by, Kim Roberts – Deputy Clerk