

**VILLAGE OF EPHRAIM
PHYSICAL FACILITIES & UTILITIES MINUTES
TUESDAY, JANUARY 7, 2025, 8:00 AM
9996 WATER STREET**



Action Items:

Flottman moved, Hoyerman seconded to approve the minutes of September 30, 2024, all ayes. Motion carried.

The consensus of the Physical Facilities and Utilities Committee members present was to proceed with the removal of the first group of trees at Moravia Point to the south of the Fire Station Museum as presented and reviewed by the Committee.

Hoyerman moved, Reinhardt seconded to recommend to the Ephraim Village Board of Trustees that a letter be sent to the Peninsula Preschool since the lease has been terminated due to lack of renewal. The letter shall set a deadline of March 31, 2025, for Peninsula Preschool to vacate the premises. The letter should also request that the Preschool shall also reserve funds to have a dumpster delivered to remove all belongings from the premises to meet the March 31, 2025 deadline, all ayes. Motion carried.

Flottman moved to adjourn, Hoyerman seconded, all ayes. Motion carried.

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

Absent: Fred Bridenhagen

Staff: Justin MacDonald – Maintenance Manager/Fire Chief and Kim Roberts - Deputy Clerk.

Guests online: Kelsey Stone (EBC).

Guests in-person: None.

1. **Call to Order:** Chairman Meacham called the meeting to order 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, Hoyerman seconded to approve the minutes of September 30, 2024, all ayes.
Motion carried.

6. **Maintenance Manager Report:**

MacDonald reviewed his December Management Report. He explained that the split unit was installed in the Library. Work related to Christmas decorations and lighting was completed in December. Repairs to the Village Hall commenced: Speaker relocation, crack repair, hole patching, scraping, prepping, and floor maintenance/repair. Soil depth measurement tests were taken for the potential site of the new maintenance building. MacDonald noted that the results of the tests showed that there would be no issue with the depth for frost walls. Sand cleanup by the beach and sidewalk sweeping have been ongoing. He noted that depending on water levels next year, a second silt fence may be added in that area to slow sand spread down. Snow and ice control were performed by maintenance staff seven (7) times in December. Maintenance for Christmas in the Village was completed at Harborside Park to provide clear walkways. Spruce Street was closed for the winter.

A brief discussion was held regarding the building lights in the eaves of the Anderson Warehouse. Flottman asked when the lights would be turned back on. MacDonald noted that for the last two (2) years they have been turned back on in the Spring. They are off during the winter to discourage

visitation in the dark due to ice conditions on the dock. Flottman requested that they be turned back on to see if the star disappears and if there is any feedback.

7. Discussion and consideration on Moravia Point:

A discussion was held regarding Moravia Point. MacDonald stressed that this has been an ongoing conversation over many, many meetings. The idea is to start south of the Fire Museum and clear the first small group of trees. Then the Committee can reassess and look at the next group for removal. He noted that this work can be completed in-house in the next month or two (2) as staff commences work on brushing. Hoyerman said he couldn't think of any argument to save the current trees. Flottman suggested cleaning some of the scrub to get a glimpse of what the area could look like.

The consensus of the Physical Facilities and Utilities Committee members present was to proceed with the removal of the first group of trees at Moravia Point to the south of the Fire Station Museum as presented and reviewed by the Committee.

8. Discussion and recommendation of Peninsula Preschool Lease:

A discussion was held regarding the Peninsula Preschool Lease. MacDonald reviewed the history of the lease and the licensing that had lapsed for the Preschool with the State. He explained that they would now not be able to be licensed as a Preschool due to the lack of ADA accessibility to the basement level. Lease payment invoices have been unpaid with the Preschool essentially vacating operations while leaving the contents of the preschool in place. MacDonald added that Bristol has made ongoing attempts to get a final determination from the Preschool Board that they will no longer operate. The United Way has connected some in-home care providers with the preschool to come and gather supplies to support their operations. While quite a bit has been removed, there is still a long way to go to get the basement cleaned out. MacDonald requested that the Committee set a deadline for the Preschool to vacate the building and that the Preschool reserve money remaining in the funds to have a dumpster delivered so that they can complete the clean-up process.

Hoyerman stressed that the lease is in default. There is no question. They did not renew their lease. He suggested that the Board write a letter since Peninsula Preschool has no intent to run a preschool any longer giving the Preschool a firm, accommodating deadline to vacate and clean up.

Hoyerman moved, Reinhardt seconded to recommend to the Ephraim Village Board of Trustees that a letter be sent to the Peninsula Preschool since the lease has been terminated due to lack of renewal. The letter shall set a deadline of March 31, 2025, for Peninsula Preschool to vacate the premises. The letter should also request that the Preschool shall also reserve funds to have a dumpster delivered to remove all belongings from the premises to meet the March 31, 2025 deadline, all ayes. Motion carried.

9. **New Business for the next meeting:** There was no new business discussed.

10. Adjournment:

Flottman moved to adjourn, Hoyerman seconded, all ayes. Motion carried.

Recorded by, Kim Roberts – Deputy Clerk