

VILLAGE OF EPHRAIM

FOUNDED 1853



VILLAGE OF EPHRAIM STREETScape AD-HOC COMMITTEE
MONDAY, OCTOBER 8, 2018 - 10:00 A.M.
VILLAGE OF EPHRAIM OFFICES, 10005 NORWAY

Present: Ken Nelson- Chair, Tim Nelson, Cindy Nelson, Chuck Pearson, John Held
Staff: Brent Bristol- Administrator, Susan Shallow- Deputy Clerk
Guests: Matt Meacham, Russ Zabler

** Note from Clerk, This group will make recommendations to the Board. No final decisions will be made by this body. The content of these minutes were discussion points.*

1. **Call to Order:** Meeting called to order by Chair K. Nelson
2. **Quorum:** A quorum is present for this meeting
3. **Approval of 9/19/2018 Minutes:**

Motion per T. Nelson to approve the September 19, 2018 meeting minutes as presented, seconded by C. Nelson, all ayes, and motion carried.

Change J. Held was not present

4. **Changes in Agenda:** none
5. **Visitors' Comments:** Russ Zabler commented regarding the sign for his business, he needs to know what is going to happen to his sign. Mr. Zabler also inquired about the map of utility burials will it include his sign and trees. The utility company has the map noted K. Nelson we do not have the definitive map as of yet. Bristol will be in contact with Jeremy to discuss this item. Brief discussion of possible options. We will discuss this with the DNR representatives.
6. **Review of AECOM Progress Report and Invoice:** Ken Nelson provided a review of the report regarding the progress report Project running on time and on budget. Submitted DT1812 Work in highway permit with 99% plans on 9/11/18. Fall workshop on the 18th of October. Sanitary manhole repair contract awarded to Wood Sewer & Excavating. Received WISDOT approval of final lighting permit. The Board will be discussing 3 contracts tomorrow night. A partial Construction Engineering Contract, WPS Utility Burial contract, Wood Sewer & Excavating Contract for manhole repairs. We had a meeting with WPS, they put out a burial contract for letting, and they choose one of the companies they use frequently. They will be drilling it all noted K. Nelson. No problem with them being done by March 1, 2019. The Frontier bid will come in under what we had expected added Bristol. Those contracts will go before the Board in November. K. Nelson added that the AECOM contract is running about \$227,000 at this time.
7. **Discussion regarding project schedule:** K. Nelson introduced this item. In October the construction letter to residents went out on Oct. 1. The Sanitary Sewer manhole repair contract was awarded. The public Workshop is scheduled for October 18th at the Village Hall from 3pm-7pm. The sanitary sewer repairs will begin around the 22nd of October. We hope to get the permit approval by WISDOT in October. Advertising reconstruction project bidding by early December and awarding it in January. We hope to be out there weather permitting by March 1st, 2019. Pearson concerned that if we miss a mark it can throw the schedule off. T. Nelson suggest we begin bidding in November. We will get this in a chart basis.

- 8. Discussion regarding sidewalk coloring and stamping:** K. Nelson stated we have asked Becker to look into this a little more. The sidewalk will be concrete, Becker did some cost estimating cost to color could be \$10,000. Stamping would cost about \$30,000, the cost of a stamp is high, and Becker provided 3 websites for us to look at. K. Nelson would like to work with Bristol to develop a short list of stamp options. We must also consider the effect on snow removal and maintenance. Perhaps the village should buy the stamp so we can retain it for future use. Zabler commented that snow remover is done by blower and not plow where he lies, plowing would take a toll on stamped concrete. Held inquired if we truly want to stamp or color the sidewalks at all. Bristol commented that we have not heard much about this topic. T. Nelson thinks the Board has agreed to look at stamping or coloring as an option for the sidewalks. Meacham mentioned that the short course at Peninsula is stamped and if committee members want to see how it looks they are welcome. With repairs we would need the right proportions for the colors to match noted T. Nelson. Coloring, Stamping or no treatment at all are options on the table for the Board added C. Nelson. Held added that the maintenance staff will need some heavy equipment to keep those sidewalks clean as they will also probably be cleaning snow from the road. K. Nelson inquired if we should take stamping off the table at this point. We will focusing on the coloring or leaving it natural.
- 9. Discussion regarding overall streetscape project:** K. Nelson mentioned the flyer that recently went out regarding the Streetscape project. K. Nelson is not in favor of dropping the hard copy mailings. K. Nelson feels some people are not being reached. Brief discussion regarding benefit of hard copy mailing vs digital mailing only. A new PO Box list was provided by the Post Office in March and our mailing data base was updated. Problem is if we offer mailing opt out it will also include other Village documents beside Streetscape such as regular newsletter and tax bills. Continued discussion will occur.
- 10. Discussion regarding AECOM, WPS, and Wood Sewer Contracts:** These documents will go before the Board for approval on October 9, 2018. C. Nelson questioned the no refunds available On the WPS contract Form and what if they do not spend the entire amount and they had stated that if they didn't spend the total amount we would get a refund. Further inquiry will be done by Bristol. Pearson suggests we leave it alone this may be a fixed price and it is lower than originally proposed, it may be kicking a hornet's nest. Next meeting of the AD HOC Committee – Thursday November 8th, 2018 8am.
- 11. Adjournment:**

Motion per Held to adjourn this meeting of the AD HOC Committee, seconded by C. Nelson, all ayes and motion carried.

Recorded by,
Susan Shallow- Deputy Clerk