

1 **PARKS, PROPERTIES & STREETS COMMITTEE MEETING MINUTES**
2 **WEDNESDAY, JULY 1, 2015**
3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**

4
5 *The July 1, 2015 meeting of the Parks, Properties and Streets Committee was called to*
6 *order by Committee Chair Dave Lienau at 2:20 P.M.*

7
8 **Present:** Committee Chair Dave Lienau and members John Clove, Sharon Doerschling and
9 Scott Baker.

10
11 **Staff Members:** Village Administrator Zeke Jackson, Facilities Manager Steve Mann,
12 Marketing Director Jason Polecheck and Assistant Administrator Janal Suppanz.

13
14 **Others:** Sheriff Steve Delarwelle, Chris Hecht, Ron Kane, Marge Grutzmacher, Jamie
15 Blossom, Rob Zoschke, Drew Bickford, Judith Stevenson, Paige Funkhouser, and Jennifer
16 Sitte.

17
18 **Comments, correspondence and concerns from the public:**

19 Lienau noted that a thank you note had been received from the Sip & Savor, Paddlefest &
20 Goat Parade Committee, and passed that note around for all the Committee members to
21 review.

22
23 Jackson noted that he received a letter from representatives of the Sister Bluff Estates
24 Owner’s Association. In that letter the representatives of the Owner’s Association state that
25 they would like to see Village-wide WiFi services provided.

26
27 Lienau then asked if anyone wished to comment regarding a non-agenda item.

28
29 Jennifer Sitte indicated that she has noticed that there is a lack of notification to visitors that
30 construction projects are going on and what the end result will be. She believes a “Pardon
31 Our Mess” Notification Project should be initiated, and also believes the Village’s web site
32 should contain complete information about any and all ongoing projects. She also noted
33 that she has concerns that the cement post holders which are being used for the volleyball
34 nets and banner posts are not safe or aesthetically pleasing, and indicated that “it drives
35 her insane” that people are allowed to park in the “No Parking” zones downtown. It is her
36 understanding that some employees of the commercial vendors park in the prime parking
37 spaces downtown on a regular basis, and she simply does not believe this is right.

38
39 Lienau and Jackson noted that detour signage as well as a “We’re In This Together” sign
40 will be erected soon. Informational fliers have also been provided to all the local business
41 owners, and those documents will be distributed to homeowners soon. Work is also
42 ongoing on creation of a new, much more dynamic Village website. Jackson will contact
43 the commercial vendors and inform them that their employees should not be parking in the
44 prime parking spots downtown.

45
46 Jamie Blossom indicated that she is happy to hear that informational signage will be
47 installed regarding the Bay Shore Drive Reconstruction Project, but can’t understand why
48 something like that wasn’t done for the other Village projects.

1 To date \$985.00 in donations has been received for the Dog Park. Jackson and Suppanz
2 recently attended a Dog Park Group gathering, and the main comment they heard at that
3 gathering was that it would be nice to have a readily available water source at the park.
4

5 Doersching expressed concerns that the Marina commercial vendors are allowed to
6 advertise in two locations on Village parkland. It was the consensus that one of the signs or
7 banners should be removed, and, if necessary a referral shall be made to the Plan
8 Commission.
9

10 Doersching asked what the status of the Teen Center is, and also pointed out that some
11 issues have arisen with skateboarders being in Waterfront Park.
12

13 **Approval of Agenda:**

14 *A motion was made by Clove, seconded by Doersching that the Agenda for the July 1,*
15 *2015 meeting of the Parks Committee be approved as presented. Motion carried – All ayes.*
16

17 **Approval of minutes as published:**

18 *Clove indicated that he believes the sentence which begins on Line 47 – Page 2 of the June*
19 *3, 2015 Parks Committee Meeting Minutes should read, “Clove stated that he didn’t make*
20 *the comments Zoschke referred to, and also indicated that it is his understanding that the*
21 *SBAA would like to be the sole alcohol purveyor at “Midwest Sunsplash”.*
22

23 *A motion was made by Clove, seconded by Baker that the minutes for the June 3, 2015*
24 *meeting of the Parks, Properties & Street Committee be approved as corrected. Motion*
25 *carried – All ayes.*
26

27 **Business Items:**

28 **Item No. 1. Report from the Door County Sheriff’s Department regarding patrols in the**
29 **Village:**

30 Sheriff Steve Delarwelle indicated that the employees in the Village Administration Office
31 contacted him regarding the security concerns which were voiced about “Midwest
32 Sunsplash”. He doesn’t believe any “big problems” should arise with that event, but has
33 seen that preventative measures will be taken. To that end, on Friday, August 7th one
34 Deputy will patrol the festival grounds from 5:00 P.M. to 9:00 P.M. and two Deputies will
35 be doing patrols in the Village from 9:00 P.M. to midnight. On Saturday two Deputies plus
36 the Deputy who is doing the regular Northern Door patrols will be in the Village from 5:00
37 P.M. to 2:00 A.M. It is also his understanding that private security officers will be on site
38 for the duration of the festival. No one will be allowed to leave the fenced in festival
39 grounds with alcoholic beverages, and he has suggested that shuttle services be provided.
40

41 *At 2:47 P.M. a brief recess was taken and the Committee reconvened at 3:01 P.M.*
42

43 **Item No. 2. Discussion regarding the “Midwest Sunsplash” Festival; and consider a**
44 **motion for action if appropriate:**

45 Lienau noted that “Midwest Sunsplash” is an event which was formally approved by the
46 Marketing Committee and the Village Board. At the present time music is scheduled to be
47 played until 9:00 P.M. on Friday, August 7, 2015 and midnight on Saturday, August 8,
48 2015. When issuance of annual liquor licenses was addressed by the Village Board the
49 permitted hours for outdoor entertainment were adjusted to 11:00 P.M., but businesses will

1 be allowed to submit twelve applications for special events with alternate time limits for
2 outdoor entertainment. There are some logistical issues which still have to be addressed
3 regarding "Midwest Sunsplash", and they will all be addressed in a formal contract with
4 the festival organizers. Based upon the comments which have been made to date allowing
5 camping at the Sports Complex and the related activities appear to be the main area of
6 concern, but at this time only seventeen campsites have been reserved.

7
8 Doersching suggested that the time limit for music to be played at "Midwest Sunsplash" be
9 adjusted to 11:00 P.M., but Clove and Baker indicated that they believe midnight is more
10 appropriate.

11
12 Mann stated that it is his understanding that festival organizers are considering doing a
13 fireworks display, and voiced concerns about cleaning up afterward, especially since The
14 Bays will be playing at home on Sunday, August 9, 2015. All the Committee members
15 voiced concerns about the safety issues which could arise if campfires are allowed at the
16 campgrounds.

17
18 *A motion was made by Baker, seconded by Clove that the organizers of Midwest*
19 *Sunsplash shall be asked if they would be willing to establish an 11:00 P.M. time limit for*
20 *playing of music on Saturday, August 8, 2015. Further,*

- 21 • *The Midwest Sunsplash fireworks display shall be cancelled;*
- 22 • *Camping numbers shall be limited to 100 sites, including the vendors who*
23 *participate in the festival;*
- 24 • *Only one bonfire/campfire will be allowed at the campgrounds; and,*
- 25 • *No vending will be allowed at the Sports Complex.*

26 *Motion carried – All ayes.*

27
28 **Item No. 3. Discussion regarding a request from Connor MacDonald and Dan Jacobs to**
29 **conduct an amplified music concert in the Performance Pavilion on July 31, 2015; and**
30 **consider a motion for action if necessary:**

31 Suppanz indicated that Connor MacDonald and Dan Jacobs had expressed interest in
32 conducting an amplified music concert in the Performance Pavilion on July 31, 2015 and
33 were instructed to submit a written proposal for inclusion in the meeting packets, but
34 recently informed her that they decided to withdraw their request.

35
36 **Item No. 4. Discussion regarding Ram Rojas' and Ron Myers' proposed fundraising**
37 **project for the public art/Boathouse Mural Project; and consider a motion for action if**
38 **necessary:**

39 Jackson noted that Ram Rojas and Ron Myers brought in a display rack and bottles which
40 will bear Sister Bay Beach sand, and would like to distribute a number of them throughout
41 the Village as a fund raising project for the public art/Boathouse Mural Project. He then
42 presented that rack and bottles.

43
44 The Committee members indicated that they like Rojas and Myers suggestion, but would
45 like to see a shoebox size display rack utilized. They also would like to see the term "Sister
46 Bay Mural Project" added to the informational sign.

1 **Item No. 5. Discussion regarding event fencing in Waterfront Park; and consider a**
2 **motion for action if necessary:**

3 The split rail event fencing which has been installed in Waterfront Park is a replacement
4 for already existing fencing, and on the days when special events are conducted removable
5 flexible fencing will be utilized. When large events are conducted it may actually be
6 necessary to close Mill Road. Clove voiced concerns that the standard
7 removable/flexible/temporary fencing is not aesthetically pleasing, and asked if it would be
8 possible to install sleeves for a rope fence. It was eventually the consensus that over the
9 next year Mann and Jackson shall investigate several other removable fencing options and
10 report their findings to the Committee in the spring of 2016.

11
12 *A motion was made by Doersching, seconded by Baker that until further direction is*
13 *provided by the Parks Committee, fencing for special events conducted in Waterfront Park,*
14 *whether ticketed or not, shall be of a flexible/removable/temporary nature. Motion carried*
15 *– All ayes.*

16
17 **Item No. 6. Discussion regarding the Operating Agreement between the Village of Sister**
18 **Bay and the SBAA; and consider a motion for action if necessary:**

19 A draft of the Operating Agreement between the Village of Sister Bay and the SBAA as well
20 as a draft of an Alcohol Sales Agreement for “Midwest Sunsplash” were included in the
21 meeting packets, and the Committee members jointly reviewed both of those documents.
22 A few grammatical revisions were suggested for the Operating Agreement and Jackson took
23 note of all of them.

24
25 *A motion was made by Clove, seconded by Baker that the Parks Committee recommends*
26 *that the Operating Agreement between the Village of Sister Bay and the SBAA as well the*
27 *Event Alcohol Sales Agreement between the Village of Sister Bay and the SBAA be*
28 *approved as amended. Motion carried – All ayes.*

29
30 *At 4:21 P.M. another brief recess was taken and the Committee reconvened at 4:24 P.M.*

31
32 **Item No. 10. Report from Steve Mann on activities:**

33 Mann gave the following oral report:

- 34
35
- 36 • The bottom steps on “D” Dock have been removed.
 - 37 • The Marina crew hasn’t had time to work on the concrete work which is required
38 on “A” Dock. Therefore, the Parks Department employees will be working on that
39 project.
 - 40 • The Marina crew members as well as the Parks Department crew members will be
41 touching up the paint on the Marina Office Building.
 - 42 • The Swim Buoy Permit Application has been submitted.
 - 43 • The beach seems to be staying relatively clean. Regular raking will start soon.
 - 44 • Representatives of The Sprinkler Company will be coming up to work on the
45 sprinkler system at the Sports Complex and Waterfront Park soon.
 - 46 • So that people could get into Waterfront Park in a timely fashion, the contractors
47 who were doing the landscaping on the Beach Project were told to halt their work
48 until Fall. For the time being the areas which are unfinished will be covered with
wood chips.

- 1 • *The Dog Park donation box has been very well accepted. Mann is suggesting that a*
2 *similar box be placed at the Ice Rink. It was the consensus that this shall occur.*
- 3 • *Joe Felhofer sustained a back injury which will require surgery. He will be out of*
4 *work for two to three months.*

5
6 **Item No. 7. Consider a motion to convene into closed session pursuant to Wis. Stats.,**
7 **§19.85(1)(e) to deliberate or negotiate the purchase of public properties, the investment**
8 **of public funds, or conduct other specified public business, whenever competitive or**
9 **bargaining reasons require a closed session:**

10 *At 4:40 P.M. a motion was made by Clove, seconded by Doersching that the Parks*
11 *Committee convene into closed session pursuant to Wis. Stats., §19.85(1)(e) to deliberate*
12 *or negotiate the purchase of public properties, the investment of public funds, or conduct*
13 *other specified public business, whenever competitive or bargaining reasons require a*
14 *closed session.*

15
16 *A roll call vote was taken on the motion and the Committee members voted in the*
17 *following fashion:*

18
19 *Baker – Aye Clove – Aye Doersching – Aye Lienau – Aye*

20
21 *Motion carried.*

22
23 *At 4:54 P.M. Clove indicated that he had another obligation and left the meeting.*

24
25 **Item No. 8. Consider a motion to reconvene into open session:**

26 *At 4:59 P.M. a motion was made by Baker, seconded by Doersching that the Parks*
27 *Committee reconvene into open session.*

28
29 *Another roll call vote was taken on that motion and the Committee members again voted*
30 *in the following fashion:*

31
32 *Baker – Aye Clove – Aye Doersching – Aye Lienau – Aye*

33
34 *Motion carried.*

35
36 **Item No. 9. Consider a motion to take action, if required:**

37 *No formal action was taken.*

38
39 **Item No. 11. Discussion regarding other parks and streets activities:**

40 *No other parks and streets activities were addressed.*

41
42 **Item No. 12. Discussion regarding matters to be placed on a future agenda or referred to**
43 **a committee, official or employee:**

44 *It was the consensus that the following issues shall be addressed at a future meeting of the*
45 *Parks Committee:*

- 46
47 • *Discussion regarding the status of the Teen Center.*
- 48 • *Discussion regarding skateboarding in the Village.*

1 **Adjournment:**

2 *A motion was made by Doersching, seconded by Baker to adjourn the meeting of the*
3 *Parks Committee at 5:11 P.M. Motion carried – All ayes.*

4

5 Respectfully submitted,



6

7 Janal Suppanz,

8 Assistant Administrator