



BOARD OF TRUSTEES MEETING AGENDA

Tuesday, August 18, 2015 at 6:00 P.M.
Sister Bay Fire Station 2258 Mill Road

For additional information check: www.sisterbaywi.gov

In order for everyone to hear the discussion please, turn off your cell phone. Thank you.

- Call Meeting to Order
- Roll Call
- Approval of minutes as published
- Comments and Correspondence

Deviations from the agenda order shown may occur.

New Village Board Business Items

1. Presentation by Conservationist Krista Lutzkewith with Door County's Soil & Water Conservation Department on the Invasive Species Program.
2. Discussion on a State-Municipal agreement between the Village and the Wisconsin Department of Transportation; post bid update. Consider a motion to execute presented agreement.
3. Consider a motion to discuss and confirm President Lienau's Committee Appointments.
4. Report on County activities from the County Supervisor, Dave Lienau.
5. Review of the financial statements and consideration of a motion to approve the monthly bills.
6. Report by the Village Administrator on Village Activities and Projects.
7. Discussion regarding matters to be placed on a future agenda or referred to a Committee, official or employee.

Committee Reports (Committees may approve the minutes of their meetings that are presented in unapproved form.)

- | | | |
|----------------------|------------------------------|--------------------------|
| 1. Administrative | 2. Bay Shore Oversight | 3. Coastal Byways |
| 4. DCEDC | 5. Economic Development | 6. Finance |
| 7. Fire | 8. Fire District Exploratory | 9. Historical Society |
| 10. Library Building | 11. Marina and Marina Fest | 12. Parks |
| 13. Personnel | 14. Plan | 15. Comm / Tech |
| 16. SBAA | 17. Teen Center | 18. TZC |
| 19. Utility | 20. Admin and Comp Oversight | 21. Waterfront Oversight |
| | | 22. Marketing |

Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-854-4118 or at zeke.jackson@sisterbaywi.gov.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Sister Bay Village Administrator at 854-4118, (FAX) 854-9637, or by writing to the Village Administrator at the Village Administration Building, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234. Copies of reports and other supporting documentation are available for review at the Village Administrator's Office, Administration Building, 2383 Maple Drive during operating hours. (8 a.m. – 4 p.m. weekdays).

I hereby certify that I have posted a copy of this agenda at the following locations:		
<input type="checkbox"/> Administration Building	<input type="checkbox"/> Library	<input type="checkbox"/> Post Office
_____ / _____		_____
Name		Date

1 **VILLAGE OF SISTER BAY BOARD OF TRUSTEES MEETING MINUTES**
2 **TUESDAY, JULY 21, 2015**
3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**
4 **UNAPPROVED VERSION**
5

6 The July 21, 2015 meeting of the Village of Sister Bay Board of Trustees was called to order by
7 Village President Dave Lienau at 6:06 P.M.

8
9 **Present:** President Lienau and Trustees Shane Solomon, Scott Baker, Kathy Enquist, and Nora
10 Zacek.

11
12 **Excused:** John Clove and Pat Duffy

13
14 **Staff Members:** Village Administrator Zeke Jackson, Finance Director Juliana Neuman,
15 Marketing Director Jason Polecheck and Assistant Administrator Janal Suppanz.

16
17 **Others:** Rob Zoschke, Judith Stevenson, Denise Bhirdo. Sharon Doersching, Marge
18 Grutzmacher, Ron Kane, and three other individuals.

19
20 **Approval of the Agenda and Minutes as published:**

21 *A motion was made by Solomon, seconded by Baker that the Agenda for the July 21, 2015*
22 *meeting of the Village of Sister Bay Board of Trustees be approved as presented. Motion carried*
23 *– All ayes.*

24
25 *A motion was made by Baker, seconded by Solomon that the minutes for the June 16, 2015*
26 *meeting of the Village of Sister Bay Board of Trustees be approved as presented. Motion carried*
27 *– All ayes.*

28
29 **Comments and correspondence:**

30 Lienau noted that a thank you note which was received from Janal Suppanz for a memorial
31 donation the Village made in memory of her mother was included in the meeting packets.

32
33 Jackson indicated that a citizen recently informed him that Bluffside Drive was last re-paved in
34 1961 and she would very much like to see repairs to that roadway addressed during the next
35 budget cycle.

36
37 Judith Stevenson indicated that she has given up on asking that the park closure hours be
38 enforced. She is also concerned about a couple of safety issues. Now that the new beach is
39 open and accessible there are power boats coming up onto the beach, which could be very
40 dangerous. There are also large gaps on the “groin”, and she has observed young boys
41 “disappear” in those gaps from time to time. The other day there were ten people swimming in
42 that area, and she became very concerned when they went under the water and did not
43 resurface for quite some time. She also has observed that a number of people had their dogs in
44 the park. When she approached those individuals and informed them that dogs were not
45 allowed, they stated, “Zeke told me it was o.k.”.

46
47 Denise Bhirdo indicated that she was looking at the Village’s new website and could not get
48 the Agendas and Minutes tab to work. She also believes that the wayfinding signage which is
49 currently installed at the intersection of Country Walk Drive and STH 57 is blocking drivers’

1 views.

2
3 **Item No. 4. Consider a motion to discuss and act on a recommendation of the Parks**
4 **Committee (and the work of the Marketing Committee), and adopt an Operating Agreement**
5 **between the Village and the SBAA:**

6 A draft of the Operating Agreement between the Village and the SBAA was included in the
7 meeting packets and the Board members jointly reviewed that document.

8
9 *A motion was made by Solomon, seconded by Zacek that the Operating Agreement between*
10 *the Village and the SBAA is approved as presented. Motion carried – All ayes.*

11
12 **Item No. 5. Consider a motion to discuss and act on a recommendation of the Parks**
13 **Committee (and the work of the Marketing Committee), and adopt an Operating Agreement**
14 **for alcohol sales at the “Midwest Sunsplash” Festival; and authorize the issuance of a Beer**
15 **and Wine (Picnic License), to the SBAA for August 7 and 8, 2015:**

16 As part of the Village’s agreement with the promoters of “Midwest Sunsplash”, it is entitled to
17 first right of refusal with respect to alcohol vendors at “Midwest Sunsplash”. After much
18 discussion the Marketing Committee has recommended that the SBAA be the exclusive
19 organization designated to sell alcohol at “Midwest Sunsplash”. The promoters support this
20 decision. The Parks Committee and the Marketing Committee Chair are recommending that the
21 agreement which was included in the meeting packets be approved. (The Marketing Committee
22 Chair is making the recommendation that the agreement be approved because a quorum of that
23 committee was not available to meet in a timely fashion.)

24
25 *A motion was made by Baker, seconded by Solomon that the Village Board approves the*
26 *Operating Agreement for alcohol sales at “Midwest Sunsplash” which was reviewed at this*
27 *meeting, on the condition that exclusivity agreements through Village sponsorships are*
28 *accommodated. Further, the SBAA’s annual picnic license application is approved, and all*
29 *applicable fees are waived. Motion carried – All ayes.*

30
31 **Item No. 6. Consider a motion to discuss and confirm President Lienau’s recommendations**
32 **for committee appointments:**

33 Lienau indicated that he didn’t wish to recommend any committee appointments at this time.

34
35 **Item No. 7. Report on County activities from the County Supervisor, Dave Lienau:**

36 Lienau gave the following oral report regarding Door County activities:

- 37 • The new County Administrator will be coming on board on August 3, 2015.
- 38 • Work has been progressing on the County’s Capital Improvement Program, and it will be
- 39 addressed soon.

40
41 **Item No. 8. Review of the financial statements and consideration of a motion to approve the**
42 **monthly bills:**

43 Payment Approval Reports for the period June 17, 2015 through July 21, 2015 were included in
44 the meeting packets, and the Board members jointly reviewed those documents.

45
46 *A motion was made by Baker, seconded by Enquist that the monthly bills depicted on the*
47 *reports which were included in the meeting packets totaling \$666,228.88 are all approved.*
48 *Motion carried – All ayes.*

49

Item No. 9. Report by the Village Administrator on Village activities and projects:

Jackson gave the following oral report:

- Work on the Bay Shore Drive Line Burial Project is substantially completed. All the bills have not been received yet, but he believes final project costs will be approximately \$1.1 million.
- Work is progressing on the Sledding Hill. The employees from Hockers Excavating plan to finish the hill as soon as the work on the beach has been completed, and at that time a number of safety concerns will be addressed.
- The anticipated substantial completion date for the Beach Project is August 6, 2015. Conduit is being installed along the entire length of the reclaimed paver sidewalk.
- “Midwest Sunsplash” is scheduled for August 7 and 8, 2015.
- Construction is underway on Niagra Ridge, the development being constructed on the Old Ballfield Property.
- Keith Garot has not met the deadlines agreed to in the Development Agreement for Stony Ridge. He sent Mr. Garot an e-mail regarding this issue on July 14, 2015, but he has not received a response to that e-mail yet.
- The search will continue for a Finance Director. New “Help Wanted” ads will be placed around the end of July.
- One of the Parks Department employees was injured on the job and had to have back surgery. He is still off of work at this time.
- Joe Baldarotta will be returning as the Ice Rink Manager.
- Several issues associated with the Harbor View development, which will be constructed on the Old School Property, have been referred to the Plan Commission.
- He is happy to report that sales have increased substantially at the Marina. The “Marina Guest Events” have been a huge success.
- Movies In the Park are being conducted on a regular basis. The movie project is still a “work in progress” and statistics are being kept regarding attendance.
- A Village newsletter will again be mailed out on a regular basis. Jackson distributed a draft of that document, and the Board members jointly reviewed it. A few revisions were recommended and Jackson took note of all of them.
- A draft of a community input survey was included in the meeting packets. If any of the Board members would like to recommend revisions they should contact Jackson ASAP.

Item No. 10. Discussion regarding matters to be placed on a future agenda or referred to a committee, official or employee:

- It was the consensus that the following issues shall be referred to the Parks Committee:
 - A. The safety issues associated with power boats being driven onto the new beach;
 - B. Enforcement of park closure hours;
 - C. The safety issues associated with people swimming into the gaps on the “groin”;
 - D. Enforcement of the “No Dogs Allowed In The Park” regulations; and,
 - E. The line of sight issues associated with the wayfinding signage which has been placed at the intersection of Country Walk Drive and STH 57.
- The web site functionality issues which were mentioned by Denise Bhirdo will also be investigated by Jackson and Suppanz.

- 1 **Committee Reports:**
- 2 (1) **Administrative Committee:**
- 3 The Administrative Committee has not met recently.
- 4
- 5 (2) **Bay Shore Drive Reconstruction Oversight Ad Hoc Committee:**
- 6 The Bay Shore Drive Reconstruction Oversight Ad Hoc Committee has not met recently.
- 7 There has been very low attendance at the public informational meetings, and, therefore,
- 8 the next D.O.T. informational meeting will not be conducted until 9:00 A.M. on
- 9 September 1, 2015.
- 10
- 11 (3) **Communication and Technology Committee:**
- 12 The Communication and Technology Committee has not met recently.
- 13
- 14 (4) **Door County Coastal Byways Commission:**
- 15 The Coastal Byways Commission met on Thursday, July 16, 2015, but those minutes have
- 16 not been completed yet. Once the work is completed on the Bay Shore Drive
- 17 Reconstruction Project the Village's Coastal Byways Kiosk will be placed in its permanent
- 18 location.
- 19
- 20 (5) **DCEDC:**
- 21 The DCEDC met on July 13, 2015 and two ex-officio members were appointed – the new
- 22 County Administrator and Josh VanLieshout, the new Administrator for the City of
- 23 Sturgeon Bay.
- 24
- 25 (6) **Economic Development Committee:**
- 26 The Economic Development Committee has not met recently.
- 27
- 28 (7) **Finance Committee:**
- 29 The Finance Committee will be meeting tomorrow.
- 30
- 31 (8) **Fire Board and Fire District Exploratory Committee:**
- 32 The Fire Board has not met recently.
- 33
- 34 The Fire District Exploratory Committee also has not met recently.
- 35
- 36 (9) **Historical Society:**
- 37 The Historical Society Board of Directors continues to meet on a regular basis and things
- 38 are in "full swing" out at the Corner of the Past.
- 39
- 40 (10) **Library Commission:**
- 41 No action based on the minutes which were included in the meeting packets. The Library
- 42 Commission met this morning. The Marina Fest Booksale will be conducted in the Village
- 43 Hall this year.
- 44
- 45 (11) **Marina Committee and Marina Fest Committee:**
- 46 Since Clove, who is the Chair of the Marina Committee was not present no report was
- 47 given regarding the Marina operations.
- 48
- 49 Work is ongoing on planning for Marina Fest and things are going well. A Lumberjack
- 50 Show will be conducted on the Sunday of Labor Day, so Marina Fest will now be a two

1 day event.

2

3 **(12) Marketing Committee:**

4 The Marketing Committee has not met recently. A meeting was scheduled for this
5 afternoon but was not conducted due to lack of a quorum.

6

7 **(13) Parks:**

8 No action based on the minutes which were included in the meeting packets. The
9 recycled pavers should be placed around the new beach soon.

10

11 **(14) Personnel Committee:**

12 The Personnel Committee has not met recently.

13

14 **(15) Plan Commission:**

15 No action based on the minutes which were included in the meeting packets. On July 28,
16 2015 a public hearing will be conducted regarding a Zoning Code text amendment
17 which will allow quarries as a conditional use in the B-1 District.

18

19 **(16) SBAA:**

20 There wasn't a quorum present for the last meeting of the SBAA Board of Directors so a
21 brief Board meeting was conducted this evening. At that meeting discussion took place
22 regarding some logistical issues associated with "Midwest Sunsplash".

23

24 *A motion was made by Lienau, seconded by Solomon that the quarterly support for the SBAA*
25 *shall be released ASAP. Motion carried – All ayes.*

26

27 **(17) Teen Center:**

28 The Teen Center Board has not met recently.

29

30 **(18) Tourism Zone Commission:**

31 No action based on the minutes which were included in the meeting packets. The
32 Commission met this morning and at that meeting discussion took place regarding
33 installation of bicycle repair stations throughout the County.

34

35 **(19) Utilities – Water, Sewer, and Storm Sewer Committees:**

36 The July 7, 2015 meeting of the Wastewater Treatment Plant Utility Committee was not
37 conducted due to lack of a quorum.

38

39 The Water, Sewer Collection, and Storm Sewer Committee did meet, but those minutes
40 have not been completed yet.

41

42 **(20) Administration/Compensation Oversight:**

43 The Administration/Compensation Oversight Committee has not met recently.

44

45 **(21) Waterfront Oversight**

46 The Waterfront Oversight Committee has not met recently.

47

48 *At 7:02 P.M. a brief recess was taken and the Board reconvened at 7:10 P.M.*

49

50

August 12, 2015

Dear Village of Sister Bay Board Members,

We have been visiting Sister Bay for more than 20 years and have owned a condo at the Yacht Club of Sister Bay since 2003. We love the village and its people. Not only do we spend many, many weeks here during all four seasons, but we also shop and dine here nearly exclusively when we are in town. Nearly every piece of furniture in our condo was purchased right here in Sister Bay.

We were at our condo last week and were quite dismayed with the noise from the band shell that we had to endure during last Wednesday night's concert as well as for nearly 20 hours on Friday and Saturday during the Sunsplash Music Festival. The noise for these events was nearly unbearable to the point that it was impossible to enjoy our home on Wednesday night, Friday afternoon and evening, and beginning Saturday afternoon and going until midnight. In the living room of our condo with the doors closed, windows shut tightly, the air conditioner running and the tv playing – we could still hear the noise that was coming from the band shell. It was especially bad with the constant concussion of the bass and percussion and whenever the band leaders would be shouting at and exhorting those in attendance. We are not exaggerating – it was loud and it was constant – for hour after hour after hour. We cannot believe that anyone on the Village Board or any other resident of Sister Bay would think it was ok to have this level of noise present at their home for five minutes, much less for hours and hours.

Most people who visit Sister Bay and Door County in the summer come to enjoy the beautiful outdoors. We love to sit on our deck and enjoy the scenery. It was impossible for us to so much as sit on our deck and have a conversation during these events.

We would also like to express a concern regarding the band that was playing about 8:00 on Saturday night. Some of their lyrics were extremely vulgar and inappropriate and to have these words being shouted out to nearby families was entirely unacceptable. There was a mother and two children playing on the front lawn of YCSB while those lyrics were being shouted. Not ok.

We would ask that you not invite Sunsplash back to Sister Bay for 2016 (or any similar event). If you do hold a similar event again, we would ask that you seek a venue in another area of Sister Bay that would be away from any nearby residents. We would also request that you work with the neighbors of the band shell to see that there is a mitigation of the noise that comes into our homes during performances.

Finally, we would invite any of you to visit our home during an upcoming concert to get a better understanding of the noise level that we are enduring. We do not believe it is healthy for either mind or body. Thank you for allowing us to share our concerns.

Sincerely,

David and Donna Clough
472C at the Yacht Club of Sister Bay
daveanddonnacl@msn.com
920 854-3379 (Sister Bay)
847 644-5556 (Mobile)

Dennis & Diane
Eggers
403 Pickens Ct.
Naperville, Ill.
60565

Dear City Council,

We have been staying at the Yacht Club of Sister Bay for probably the last 10 years or more. We enjoy the harbor, the beach, the shops, the restaurants... you have a nice community that we like to visit. However this last weekend has given us thoughts to stay somewhere else. On August 7th & 8th you had some type of Woodstock music festival. We understand festivals & especially community festivals. But on Saturday to have music playing till 12 midnight and at the volume level, it was totally inconsiderate for a community like Sister Bay.

We hope to stay at the Yacht Club again in 2016 and years to come. Your city invested a lot of time & money to make Sister Bay what is today. Don't throw it away with another concert like we had to endure from our condo and balcony.

respectfully,

Dennis A. Eggers

Zeke Jackson

From: Carol V gilbert <carolv.gilbert@yahoo.com>
Sent: Tuesday, August 11, 2015 4:22 PM
To: Zeke Jackson
Subject: Complaint

Saturday night Aug. 8th many of us could not sleep until midnight because of the VERY LOUD music by " Sun Spalash" musicians and the screaming audience at the Sister Bay Stage performance.

It is well known that many are drunk and, or on drugs.

I have asked many others to file a complaint on line also.

I am one of many who are here on vacation and expect to be able to sleep by 10 pm.

There is no good reason for the volume of performers to disturb people who are many blocks away when the audience is right in front of the performers!

Please try to make tourists return and enjoy staying here.

Carol Gilbert



Door County Humane Society

3475 Park Drive - PO Box 93
Sturgeon Bay, WI 54235
Ph: 920-746-1111
Fax: 920-746-4681

www.dooranimals.com · mail@dooranimals.com

July 16th, 2015

Sister Bay
P.O. Box 769
Sister Bay, WI 54234

Dear Christy,

Thank you for your support of the Door County Humane Society. Your donation of \$50.00 was received on July 9th, 2015 in Memory of Janice Augsburger.

This donation will be used to help fulfill our mission; the Door County Humane Society provides a safe haven for lost or homeless pets while working to reunite them with their owners or place them with a new loving family. We provide the highest level of care and compassion to each and every animal while providing a friendly, welcoming environment for visitors and customers. The Door County Humane Society encourages responsible pet ownership through education, training and spay/neutering.

The Door County Humane Society is a Section 501(c)3 nonprofit and therefore your contribution may qualify as a charitable deduction for federal income tax purposes. This letter is your official tax receipt. Your gift is tax deductible to the fullest extent allowed by the law. No goods or services were provided in exchange for your contribution.

For questions or concerns, please contact Carol Boudreau at (920)-746-1111 or carol@dooranimals.com

Sincerely,

Carol Boudreau
Interim Director, Door County Humane Society

Christy Sully

From: Lakota20003@aol.com
Sent: Wednesday, August 12, 2015 11:59 AM
To: Zeke Jackson; Christy Sully
Subject: re: SUNSPASH FESTIVAL

Zeke,

My husband and I are residents of the Yacht Club at Sister Bay and I'm writing this in regards to the Sunsplash Festival.

While we did enjoy 'one day' of the festival, if it was our choice, we'd rather the festival be limited to 'one day' and end by 10 p.m. Two days of music just seemed like overkill, and by the 2nd night, we had enough of the music and having it last till midnight was annoying.

Hope you take our comments to heart as we do love this area. It was an enjoyable festival, for sure, but just one day too much and 2 hours too long.

thank you

*Dr. and Mrs. William Bausch
10674 Regatta Way
Yacht Club at Sister Bay...*

 <p style="text-align: center;">#2 REVISION STATE/MUNICIPAL AGREEMENT FOR A STATE- LET HIGHWAY PROJECT</p> <p style="text-align: center;"><i>This agreement supersedes the agreement signed by the Municipality on August 4, 2008 and Revision #1 signed by the Municipality on January 12, 2015.</i></p>	Revised Date: July 30, 2015 Date: June 27, 2008 I.D.: 4610-06-00 / 71 Road Name: STH 42 Limits: STH 42, Village of Sister Bay Country Walk Drive – Scandia Road County: Door Roadway Length: 0.77
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The signatory Village of Sister Bay, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: The existing asphaltic pavement will reach its service life by 2012. The Village has conducted a comprehensive utility capital improvement analysis indicating that new sanitary, water and storm systems should be located under STH 42. A section of storm sewer has failed resulting in the Village replacing a portion of it. From STH 57 to the west no storm sewer exists and a paved ditch handles storm flow. No sidewalk exists from STH 57 to Country Walk Lane where a multi-use path is available.

Proposed Improvement - Nature of work: This project will be a full reconstruction of the existing roadway within the project limits. Improvements include new storm sewer, base aggregate, concrete pavement, curb and gutter, sidewalks, and lighting. The urban section will be extended from STH 57 to Country Walk Drive. The slope of the roadway between STH 57 and Gateway Drive will be lowered through rock blasting. STH 57 will be reconstructed from STH 42 to Canterbury Lane and Gateway Drive will be reconstructed between STH 42 and STH 57, both roadways with asphalt pavement. This project will include minor sanitary sewer and watermain relocations; however most of this work will be completed by the village under a separate project prior to this project. The village is also entering into separate agreements with private utility companies to relocate facilities underground.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: The village will complete most sanitary sewer and watermain construction prior to this project. Sanitary sewer and watermain items not completed by the village prior to construction will be done as part of this project. This project will also complete a pipe lining for a private storm system from Casperson Pond. The village is also working independently with private utility companies on the burial of overhead utilities prior to the start of this project.

TABLE 1: SUMMARY OF COSTS

Phase	Total Est. Cost	Federal/State Funds	%	Municipal Funds	%
Preliminary Engineering: Plan Development	\$ 300,000	\$ 300,000	100%	\$ -	
Real Estate Acquisition: Acquisition	\$ 1,100,000	\$ 1,100,000	100%	\$ -	0%
Compensable Utilities	\$ 2,510	\$ 2,510	100%	\$ -	0%
Construction: Participating Roadway (Cat. 0010)	\$ 5,245,712	\$ -		\$ -	0%
New Lighting (Cat. 0030)	\$ 211,629				
Priority 1 - CSS		\$ 33,536	Capped	\$ -	0%
Priority 2 - Regular		\$ 178,093	Capped	\$ -	0%
Priority 3 - Local Funds		\$ -	0%	Unlimited	100%
Colored and Stamped Concrete (Cat. 0040)	\$ 56,464	\$ 56,464	Capped	Unlimited	100%
Construction: Non-Participating Village of Sister Bay (Cat. 0020)	\$ 286,615	\$ 168,468	Capped	\$ 118,147	100%

Total Cost Distribution \$ 7,202,928 \$ 1,839,071 \$ 118,147 Note 1.

Note 1: Several Municipal cost share items have been included in the federal/state fund columns due to credits owed to the Municipality. These are outlined in "Section 9. Basis for local participation".

This request is subject to the terms and conditions that follow (pages 3 – 9) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signed for and in behalf of the Village of Sister Bay (please sign in blue ink)		
Name	Title	Date
Signed for and in behalf of the State (please sign in blue ink)		
Name	Title	Date

TERMS AND CONDITIONS:

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement that exceed Federal/State financing commitments or are ineligible for Federal/State financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
3. Funding of each project Phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter, and bridge costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.
 - (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
4. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or Facility Owner includes the following items:
 - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and bridge width in excess of standards.
 - (d) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
 - (e) Parking lane costs.

- (f) Coordinate, clean up, and fund any hazardous materials encountered for city utility construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
- 5. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
- 6. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
- 7. The work will be administered by the State and may include items not eligible for federal/state participation.
- 8. The Municipality shall at its own cost and expense:
 - (a) Maintain all items outside the travel lane along the project, to include but not limited to parking lanes, curb and gutter, drainage facilities, sidewalks, multi-use paths, retaining walls, pedestrian refuge islands, fences, landscaping features and amenities funded by Community Sensitive Solutions (CSS). This agreement does not remove the current municipal maintenance responsibility.
 - (b) Maintain and accept responsibility for the energy, operation, maintenance, repair, and replacement of the lighting system.
 - (c) Prohibit angle parking.
 - (d) Regulate parking along the highway. The Municipality will file a parking declaration with the State.
 - (e) Regulate and prohibit, by ordinance, parking at all times on STH 42 between Country Walk Drive and STH 57.
 - (f) Use the WisDOT Utility Accommodation Policy unless the Municipality adopts a policy which has equal or more restrictive controls.
 - (g) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction. The State will provide inspection for the trenching and backfill operations related to these system installations. The Municipality will be responsible for all layout, staking, system testing, and other oversight of the specific sanitary sewer and water system construction. The Municipality shall coordinate with the State and provide necessary documentation for the project records.
 - (h) Maintain all Community Sensitive Solutions and/or enhancement funded items.
 - (i) Coordinate with the State on changes to highway access within the project limits.
 - (j) In cooperation with the State, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - (k) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, crosswalk pavement markings not at signalized intersections, etc).

9. Basis for local participation:

The below items are those that were previously estimated based on unit price historical data and are being updated based on actual unit costs as bid by the successful bidder.

- Parking Lane Costs

In accordance with WisDOT's Program Management Manual, Chapter 03-25-05, the cost of reconstructing parking lanes is 100% local responsibility. The estimated cost of parking lane facilities, as requested by the municipality and incorporated into the plans, are shown below.

$$\begin{aligned} \text{Concrete:} & \quad (1848 \text{ SY}) \times \$37.70/\text{SY} = \$69,669.60 \\ \text{Base Aggregate:} & \quad (616 \text{ Ton}) \times \$10.45/\text{Ton} = \$6,437.20 \\ \text{Municipality Cost} & = \mathbf{\$76,106.80} \end{aligned}$$

- Blasting for Municipal Utilities

This project will incorporate blasting in rock areas for the Municipality's sanitary sewer and watermain items not previously completed by the Municipality. These costs are computed as follows:

$$\text{Municipality Cost} = (570 \text{ CY}) \times (\$60.00/\text{CY}) = \mathbf{\$34,200.00}$$

- Storm Sewer Systems

- Vortechnic Units – This project will include the installation of two vortechnic units for storm water treatment prior to the discharge points, as previously requested by the Municipality. The costs will be split by the Municipality and State based on the percentage of the storm water responsibility in the system. These costs are computed as follows:

Unit 1:

Bid Cost of Vortechnic Unit = \$43,750.00

Percentage of Municipal Storm Water = 35%

$$\text{Municipality Cost} = \$43,750 \times 35\% = \mathbf{\$15,312.50}$$

Unit 2:

Estimated Cost of Vortechnic Unit = \$43,750.00

Percentage of Municipal Storm Water = 92%

$$\text{Municipality Cost} = \$43,750 \times 92\% = \mathbf{\$40,250.00}$$

- Mainline Storm Sewer – Due to stormwater entering into the project area from outside the roadway improvement, the mainline storm sewer will be upsized to accommodate the flow that is the responsibility of the Municipality. The estimate of cost difference between the storm sewer system without and with municipal water combined is shown in "Attachment A – Mainline Storm Sewer Cost Estimate".

$$\text{Municipality Cost} = \mathbf{\$55,511.05}$$

- Storm Sewer on Sunset Drive – As part of the project, storm sewer within the project limits on Sunset Drive will be replaced. This work is considered 100% Municipality cost. These costs are computed as follows:

$$\text{Municipality Cost} = (150 \text{ LF of 24" Concrete Pipe}) \times (\$83.88/\text{LF}) = \mathbf{\$12,582.00}$$

- Storm Sewer Laterals – As requested by the Municipality, this project will include the installation of storm sewer laterals at locations identified by the Municipality. This work is considered 100% Municipality cost. These costs are computed as follows:

6-Inch Diameter:	(13 LF) x \$34.00/LF = \$442.00
8-Inch Diameter:	(47 LF) x \$36.10/LF = \$1696.70
10-Inch Diameter:	(17 LF) x \$43.20/LF = \$734.40
<u>12-Inch Diameter:</u>	<u>(11 LF) x \$50.00/LF = \$550.00</u>

Municipality Cost = \$3,423.10

- Caspersen Pond Pipe Maintenance

As part of this project, a pipe liner will be placed from the western roadway right of way on STH 42 to the outfall at the marina. This work is considered 100% Municipality cost. These costs are computed as follows:

Liner Cost = (134 LF of Pipe) x (\$124/LF) = \$16,616.00
Cleaning Culvert for Liner = (1 Each) x (\$4690.00/Each) = \$4690.00
Municipality Cost = \$21,306.00

- Lighting

In accordance with WisDOT's Program Management Manual, Chapter 03-25-05, the cost of a new continuous street lighting system is eligible for 50% state/federal funding based on the cost of a WisDOT standard lighting system. WisDOT will participate in the costs of a new system only if it is installed at the time of project construction, except as it may qualify under special funding programs specifically for lighting. The Municipality is responsible for the remaining 50% of the lighting system costs.

Lighting system for the project was designed through Donohue & Associates, a consulting firm acting as the engineer on behalf of the Municipality. The total cost for the lighting system, based on quantities from Donohue and actual bid unit prices, is \$211,628.70. See "Attachment B – Lighting Costs" for additional information. Costs in excess of the WisDOT standard light system are eligible under CSS funding, as specified further below. Lighting Costs are summarized as follows:

WisDOT Standard Light System Cost:
 15 Poles x \$5,000/pole = \$75,000.00
 **Cost/pole includes all incidental items for completion of the system (wire, cabinet, etc.)

Base on a 50/50 cost share, the cost of a standard system are:
 50% WisDOT Funding = \$37,500.00
 50% Municipality Funding = \$37,500.00

Costs eligible for CSS funding = (Total Cost of Designed System) – (50% State Funding of Standard System) – (50% Municipality Funding of Standard System) = \$136,628.70

Municipality Cost = \$37,500

- Community Sensitive Solutions (CSS):

This project has a CSS participation up to 3% of roadway construction costs. This percentage may be applied towards colored and/or stamped concrete, decorative lighting features, or other items that meet application of these funds via WisDOT policy. Based on construction cost estimates, the available CSS funds for this project is capped at \$90,000.00. Costs in excess of this amount will be 100% responsibility of the Municipality.

Current items under the CSS participation include and are estimated as follows:

- o Colored Concrete:

$$\text{Cost estimate} = 100 \text{ CY} \times \$95/\text{CY} = \$9,500.00$$

- o Stamped and Colored Concrete:

$$\text{Stamped Cost} = 4215 \text{ SF} \times \$9.97/\text{SF} = \$42,023.55$$

$$\text{Colored Cost} = 52 \text{ CY} \times \$95.00/\text{CY} = \$4,940.00$$

$$\text{Total cost estimate} = \$46,963.55$$

- o Decorative Lighting:

Per (e) Lighting above, the total amount eligible for CSS participation is \$136,628.70.

$$\begin{aligned} \text{Total estimated CSS costs} &= (\text{Colored Concrete Cost}) + (\text{Stamped and Colored Concrete Cost}) + \\ &\quad (\text{Decorative Lighting Cost}) = \$193,092.25 \end{aligned}$$

$$\text{Total Municipality Cost} = (\text{CSS Cap}) - (\text{Total estimated CSS costs}) = \$90,000.00 - \$193,092.25$$

Municipality Cost = \$103,092.25

- Sanitary Sewer and Watermain Items

Sanitary sewer and watermain for the project was designed through Donohue & Associates, a consulting firm acting as the engineer on behalf of the Municipality. The total cost for these items, based on actual bid prices, is \$187,775.90. See “Attachment C – Sanitary Sewer and Watermain Costs” for additional information.

Municipality Cost = \$187,775.90

- Pavement Marking Items

The marking of curb and parking stall areas throughout the project are the responsibility of the Municipality. The costs for these items are estimated as follows:

$$\text{Pavement Marking Curb Epoxy: } 2,055 \text{ LF} \times \$11.00/\text{LF} = 22,605.00$$

$$\text{Pavement Marking Parking Stall Epoxy: } 3,810 \text{ LF} \times \$4.65/\text{LF} = 17,716.50$$

Municipality Cost = \$40,321.50

- Mill Road West, 6(f) Property Parking Lot – This project has required the need to purchase new parkland areas due to impacts of existing parkland covered under 6(f) restrictions. As part of the new purchase and through coordination with the Municipality, a parking lot will be constructed by the State project on behalf of the Municipality. Any excess credits due to the Municipality from this project will be applied towards the construction of that parking lot. Any additional costs for the parking lot, beyond the credit amounts, will be covered by the State as part of the commitment to the 6(f) conversion process. The estimated cost for the parking lot is \$70,000.
- Municipality Storm Sewer Credit:

The original agreement negotiated a credit with the Municipality for conducting repairs on the existing storm sewer system which collapsed in 2005. This agreement provided for a credit of \$275,000 in 2005 dollars, to be increased at 4% per year through 2012 (anticipated construction year). This will be extended to 2015, the current anticipated construction year. The credit to the Municipality in 2015 dollars is \$407,068.00.

The Municipality is also receiving credit for the installation of storm sewer, as installed under a separate project by the Municipality but as a benefit to this project. The credits are computed for the difference in cost of the storm sewers, between the size required for State only and the size required for a combined system.

- Scandia Road to Marina Park Outfall – This system was installed with the 2013-2014 public utilities project by the Municipality. The storm sewer was installed to the size required for the combined system however needed to be placed to facilitate drainage of new systems on Scandia Road being constructed prior to this project. The credit to the Municipality is \$11,360.00. See “Attachment D – Scandia Road to Marina Park Outfall Credit Computation Worksheet” for additional information.
- Beach Park Outfall Storm Sewer – This system will be installed by the Municipality as part of the Municipality’s beach project, prior to May 2015. The storm sewer will be placed by the Municipality to minimize additional impacts to the beach after their project is complete. The storm sewer system is to be sized appropriately to handle both Municipality and State stormwater in a combined system. The cost split for this system is 65% State and 35% Municipality, as determined based on the percentage of storm water in the system. The total cost for this work is \$139,702 (See “Attachment E – Beach Park Outfall Costs”). The credit to the Municipality for this work is \$90,806.30.
- Beach Park Outfall Restoration – The State will participate in the cost of the restoration of the storm sewer outfall area, being completed as part of the Municipality’s Beach Project. The total credit is computed as \$7,494.21. This is based on the below computations. The unit prices used are the bid unit costs for the State project.

Total area disturbed = 150 LF x 50 LF = 833 SY

Topsoil: 833 SY x \$7.00/SY = \$5,831.00

Erosion Mat: 833 SY x \$1.80/SY = \$1,499.40

Seed: 833 SY x (2 lbs per 1,000 SF) x \$8.65/lb = \$129.70

Fertilizer: 833 SY x (7 lbs per 1,000 SF) x \$65/CWT = \$34.11

These credits are for this project specifically and any remaining credits following the completion of this project will be terminated. These funds will be used to fund the items identified above as Municipality costs. These are estimated as follows:

Item	Category	Cost	Balance
Initial Credit to the Municipality			\$407,068.00
Municipality Credit - Scandia Road to Marina Park Outfall		(\$11,360.00)	\$418,428.00
Municipality Credit - Beach Park Outfall Storm Sewer		(\$90,806.30)	\$509,234.30
Municipality Credit - Beach Park Outfall Restoration		(\$7,494.21)	\$516,728.51
Parking Lane Costs	0010	\$76,106.80	\$433,127.50
Blasting for Municipal Utilities	0020	\$34,200.00	\$398,927.50
Storm Sewer Systems			
Vortechnic Units	0010	\$55,562.50	\$343,365.00
Mainline Storm Sewer	0010	\$55,511.05	\$287,853.95
Storm Sewer on Sunset Drive	0010	\$12,582.00	\$275,271.95
Storm Sewer Laterals	0020	\$3,423.10	\$271,848.85
Casperson Pond Pipe Maintenance	0020	\$21,306.00	\$250,542.85
Lighting	0030	\$37,500.00	\$213,042.85
Community Sensitive Solutions (CSS)	0040	\$103,092.25	\$109,950.60
Sanitary Sewer and Watermain	0020	\$187,775.90	-\$77,825.30
Pavement Marking	0020	\$40,321.50	-\$118,146.80
Mill Road West - 6(f) Conversion Parking Lot (See Page 7)		\$0.00	-\$118,146.80

Based on the above items, the total cost to the village is estimated at **\$118,146.80**.

[END]

Attachment A - Mainline Storm Sewer Cost Estimate

South System:

location	Structure to Structure		Station to Station			Length LF	Size		Cost		Difference	
							without village water	with village water	without village water	with village water		
STH 42 SS ML	21.0	-	22.0	622+24	-	622+92	69	42"	43" x 68"	\$ 9,532.35	\$ 13,281.12	\$ 3,748.77
STH 42 SS ML	22.0		23.2	622+92	-	624+25	133	42"	43" x 68"	\$ 18,373.95	\$ 25,599.84	\$ 7,225.89
STH 42 SS ML	23.2	-	24.2	624+25	-	625+72	147	42"	43" x 68"	\$ 20,308.05	\$ 28,294.56	\$ 7,986.51
STH 42 SS ML	24.2	-	32.0	625+72	-	626+23	51	42"	43" x 68"	\$ 7,045.65	\$ 9,816.48	\$ 2,770.83
STH 42 SS ML	32.0	-	33.0	626+23	-	626+31	35	42"	43" x 68"	\$ 4,835.25	\$ 6,736.80	\$ 1,901.55
STH 42 SS ML	33.0	-	Outfall	626+31	-	Outfall	30	42"	43" x 68"	\$ 4,144.50	\$ 5,774.40	\$ 1,629.90
STH 42 SS ML	21.0			622+24			-	8' dia	10' dia	\$ 6,550.00	\$ 9,540.00	\$ 2,990.00
STH 42 SS ML	22.0			622+92			-	6' dia	10' dia	\$ 3,425.00	\$ 9,540.00	\$ 6,115.00
STH 42 SS ML	23.2			624+25			-	6' dia	10' dia	\$ 3,425.00	\$ 9,540.00	\$ 6,115.00
STH 42 SS ML	24.2			625+72			-	6' dia	10' dia	\$ 3,425.00	\$ 9,540.00	\$ 6,115.00
STH 42 SS ML	32.0			626+23			-	8' dia	10' dia	\$ 6,550.00	\$ 9,540.00	\$ 2,990.00
STH 42 SS ML	33.0			626+31			-	8' dia with weir	10' dia with weir	\$ 8,700.40	\$ 12,180.00	\$ 3,479.60
										\$ 96,315.15	\$ 149,383.20	\$ 53,068.05

North System:

location	Structure to Structure		Station to Station			Length LF	Size		Cost		Difference	
							without village water	with village water	without village water	with village water		
STH 42 SS ML	43	-	44.2	636+67	-	637+21	54	24"	24" x 38"	\$ 4,529.52	\$ 6,109.56	\$ 1,580.04
STH 42 SS ML	44.2	-	V4	637+21	-	638+94	173	24"	27"	\$ 14,511.24	\$ 14,082.20	\$ (429.04)
STH 42 SS ML	43			636+67			-	4' dia	6' dia	\$ 2,391.00	\$ 3,425.00	\$ 1,034.00
STH 42 SS ML	44.2			637+21			-	4' dia	5' dia	\$ 2,391.00	\$ 2,649.00	\$ 258.00
										\$ 23,822.76	\$ 26,265.76	\$ 2,443.00

Estimated Costs

Size	Estimated Cost/LF
24"	\$ 83.88
27"	\$ 81.40
36"	\$ 130.00
42"	\$ 138.15
24" X 38"	\$ 113.14
43" X 68"	\$ 192.48

Pipes	\$ 83,280.51	\$ 109,694.96	\$ 26,414.45
Structures	\$ 36,857.40	\$ 65,954.00	\$ 29,096.60
Total	\$ 120,137.91	\$ 175,648.96	\$ 55,511.05

Attachment B - Lighting Estimate

LIGHTING ITEMS

BID ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	COST
650.8500	CONSTRUCTION STAKING ELECTRICAL INSTALLATION PROJECT 4610-06-71	1	LS	\$1,500.00	\$1,500.00
652.0215	CONDUIT NONMETALLIC SCHEDULE 40 1 1/4-INCH	5632	LF	\$4.00	\$22,528.00
654.0105	CONCRETE BASES TYPE 5	34	EACH	\$625.00	\$21,250.00
654.0200	CONCRETE CONTROL CABINET BASES TYPE 6	1	EACH	\$1,000.00	\$1,000.00
655.0610	ELECTRICAL WIRE LIGHTING 12 AWG	2754	LF	\$0.50	\$1,377.00
655.0615	ELECTRICAL WIRE LIGHTING 10 AWG	9808	LF	\$0.60	\$5,884.80
655.0620	ELECTRICAL WIRE LIGHTING 8 AWG	5740	LF	\$0.70	\$4,018.00
655.0625	ELECTRICAL WIRE LIGHTING 6 AWG	850	LF	\$0.85	\$722.50
655.0630	ELECTRICAL WIRE LIGHTING 4 AWG	5549	LF	\$1.10	\$6,103.90
655.0635	ELECTRICAL WIRE LIGHTING 2 AWG	11193	LF	\$1.50	\$16,789.50
656.0200	ELECTRICAL SERVICE METER BREAKER PEDESTAL	1	LS	\$850.00	\$850.00
659.2130	LIGHTING CONTROL CABINET 120/240 30-INCH	1	EACH	\$5,290.00	\$5,290.00
SPV.0060.06	DECORATIVE LIGHT POLES AND ASSEMBLIES	34	EACH	\$3,610.00	\$122,740.00
SPV.0060.07	SALVAGED DECORATIVE LIGHT POLES	9	EACH	\$175.00	\$1,575.00
					\$211,628.70

Attachment C - As-Bid Costs for Sister Bay Utilities (Sanitary & Water)

Village of Sister Bay

WisDOT Project Number: 4610-06-71

No.	Item	Qty	Unit	Unit Price	Price
	Removing Manholes	1	EA	\$ 412.00 \$ per EA	\$ 412.00
SPV.0090.05	8" Sanitary Sewer	10	LF	\$ 94.00 \$ per LF	\$ 940.00
SPV.0090.06	10" Sanitary Sewer	586	LF	\$ 93.60 \$ per LF	\$ 54,849.60
SPV.0090.07	Sanitary Sewer Televising	586	LF	\$ 2.50 \$ per LF	\$ 1,465.00
SPV.0090.08	Sanitary Lateral 4-inch	42	LF	\$ 79.70 \$ per LF	\$ 3,347.40
SPV.0060.02	Sanitary Manhole Outside Drop Special	2	EA	\$ 5,010.00 \$ per EA	\$ 10,020.00
SPV.0060.05	Sanitary Manhole Special	2	EA	\$ 3,400.00 \$ per EA	\$ 6,800.00
SPV.0060.01	Sanitary Manhole Frame & Lid Special	4	EA	\$ 345.00 \$ per EA	\$ 1,380.00
SPV.0090.02	Water main 6-inch DIP Special	30	LF	\$ 200.00 \$ per LF	\$ 6,000.00
SPV.0090.03	Water main 8-inch DIP Special	334	LF	\$ 152.60 \$ per LF	\$ 50,968.40
SPV.0090.04	Water main 10-inch DIP Special	90	LF	\$ 262.00 \$ per LF	\$ 23,580.00
SPV.0090.01	Water service 1-inch copper special	39	LF	\$ 61.00 \$ per LF	\$ 2,379.00
SPV.0060.04	Water Service Connection Set	1	EA	\$ 576.00 \$ per EA	\$ 576.00
	Backfill Granular	350	CY	\$ 28.90 \$ per CY	\$ 10,115.00
612.0902.S	Insulating Water Main (2-Inch)	209	SY	\$ 21.50 \$ per SY	\$ 4,493.50
612.0902.S	Insulating Water Main (4-Inch)	30	SY	\$ 55.00 \$ per SY	\$ 1,650.00
SPV.0030.03	Exposing Existing Water Main	10	EA	\$ 880.00 \$ per EA	\$ 8,800.00
Total = \$					187,775.90

Attachment D - Scandia Road to Marina Park Outfall Credit Computation Worksheet

WisDOT portion of storm sewer from Scandia Road to Marina Park Outfall

Item	With WisDOT Stormwater				Village Only			
	Quantity	Unit	Actual Unit Cost	Total Cost	Quantity	Unit	Actual Unit Cost	Total Cost
Storm Sewer Pipe Reinforced Concrete Class IV 27-Inch	109	LF	\$53.00	\$5,777.00	353	LF	\$53.00	\$18,709.00
Storm Sewer Pipe Reinforced Concrete Class IV 36-Inch	244	LF	\$68.00	\$16,592.00	0	LF	\$68.00	\$0.00
Manholes 4-FT Diameter	0	EACH	\$1,860.00	\$0.00	0	EACH	\$1,860.00	\$0.00
Manholes 5-FT Diameter	1	EACH	\$2,300.00	\$2,300.00	3	EACH	\$2,300.00	\$6,900.00
Manholes 6-FT Diameter	3	EACH	\$3,000.00	\$9,000.00	0	EACH	\$3,000.00	\$0.00
Apron Endwall with Grate, 27-Inch	0	EACH	\$700.00	\$0.00	1	EACH	\$700.00	\$700.00
Apron Endwall with Grate, 36-Inch	1	EACH	\$4,000.00	\$4,000.00	0	EACH	\$4,000.00	\$0.00
Total				\$37,669.00				\$26,309.00

Difference in Cost Between With WisDOT and Village Only = \$11,360.00

Sister Bay Beach Expansion

SGJIR Project 24992.011

VILLAGE OF SISTER BAY
SISTER BAY BEACH EXPANSION
ISSUE DATE: JULY 29, 2014

BID FORM

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE (INCLUDING FURNISH, DELIVERY, INSTALLATION, AND ALL INCIDENTALS)	LINE ITEM TOTAL (INCLUDING FURNISH, DELIVERY, INSTALLATION , AND ALL INCIDENTALS)	LINE ITEM MATERIALS FURNISH AND DELIVERY PRICE (EXCLUDING INSTALLATION AND SALES TAX)
1	Mobilization/Demo bilization	LS	1	—	18000 ⁻	
2	Coastal Structure Demolition	LS	1	—	32773 ⁻	
3	Site Preparation and Erosion Control	LS	1	—	17000 ⁻	
4	Earth Moving	CY	7,200	13.50	97200 ⁻	
5	Furnish/Place Beach Sand, Type A	Ton	1,800	32.50	58500 ⁻	18.45
6	Furnish/Place Beach Sand, Type B	Ton	4,900	33.40	163660 ⁻	20.85
7	Armor Stone	Ton	2,500	91 ⁻	227500 ⁻	47 ⁻
8	Underlayer Stone	Ton	2,600	65 ⁻	169000 ⁻	40 ⁻
8	Boat House Protection (Using Salvaged Stone)	LS	1	—	10200 ⁻	
9	Salvaged Stone Wall	LS	1	—	24500 ⁻	
10	Storm Sewer, Storm Sewer Structures, and Structure Excavation, Trenching, and Backfill	LS	1	—	139702 ⁻	75000 ⁻
11	Concrete Paving	LS	1	—	51000 ⁻	
12	Rain Garden Soil Mix and Planting	LS	1	—	31000 ⁻	
13	Site Restoration, Seeding, Planting and Landscaping	LS	1	—	81000 ⁻	
	TOTAL BASE BID				1,130,025 ⁻	



Village of Sister Bay Board Report

For additional information: <http://intranet.sisterbay.com>

Meeting Date: 8/18/15

Item No.: 5

Recommendation: Please be advised that I have reviewed the following bills and recommend them for approval and payment:

Bills By Type	Amount	Total
Village bills prepaid	115,468.64	
Village regular bills		
Bank fees & bills paid electronically	15,945.01	
<i>Village total</i>		131,413.65
Marina bills prepaid	15,509.31	
Marina regular bills		
Marina sales tax	794.74	
Marina credit card fees	592.82	
<i>Marina total</i>		16,896.87
Ice Rink Fund bills prepaid,		
Special Events Fund bills prepaid,	14,996.29	
<i>Minor funds total</i>		14,996.29
Debt Service - Village		
- Marina		
- Utilities		
<i>Debt Service total</i>		0.00
CIP/TIF bills prepaid	123,779.98	
CIP/TIF regular bills		
<i>CIP/TIF total</i>		123,779.98
Utility bills prepaid	54,521.84	
Utility regular bills		
Bank fees & bills paid electronically	110.39	
<i>Utility total</i>		54,632.23
Payroll: Net Pay 7/24 & 8/07	44,531.92	
State taxes paid online in July	2,616.34	
Retirement paid online in July	5,798.97	
<i>Payroll/taxes total</i>		52,947.23
Total All Bills		\$394,666.25

Fiscal Impact: As above.

Respectfully submitted,

Juliana Neuman
Village Finance Director

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
10001	A-1 ELEVATOR	8462	Semi-Annual service	08/03/2015	132.00	132.00	08/06/2015
Total 10001					132.00	132.00	
10005	ACTION ELECTRIC INC	29552	BSD Bhirdo's	06/15/2015	1,830.56	1,830.56	07/23/2015
		29554	BSD Second Hand Sue's	06/16/2015	1,113.26	1,113.26	07/23/2015
		29555	BSD Willems	06/04/2015	1,591.97	1,591.97	07/23/2015
		29556	BSD Greene	06/16/2015	1,554.65	1,554.65	07/23/2015
		29557	BSD JJ's Warehouse	06/01/2015	560.00	560.00	07/23/2015
		29558	BSD Anika Johnson	06/05/2015	1,112.09	1,112.09	07/23/2015
		29559	BSD Kellstrom Ray	06/12/2015	991.57	991.57	07/23/2015
		29560	BSD Inn @ Kristofer's	06/10/2015	1,372.91	1,372.91	07/23/2015
		29561	BSD Marina View LLC	06/09/2015	1,014.90	1,014.90	07/23/2015
		29574	BSD Bier Zot	06/16/2015	146.59	146.59	07/23/2015
		29685	maintenance - Dock	07/22/2015	168.00	168.00	08/13/2015
		29687	BSD Library poles	07/21/2015	237.70	237.70	08/13/2015
			ballast - shop		68.44	68.44	08/13/2015
			maintenance - Country Walk sign		652.37	652.37	08/13/2015
			BSD Info Booth		916.79	916.79	08/13/2015
			beach project electrical work		1,159.43	1,159.43	08/13/2015
Total 10005					14,491.23	14,491.23	
10007	ACTION APPRAISERS INC	1483	Assessor	08/03/2015	2,875.00	2,875.00	08/06/2015
Total 10007					2,875.00	2,875.00	
10110	AFLAC	357791	Monthly premium	08/12/2015	199.20	199.20	08/13/2015
Total 10110					199.20	199.20	
10208	B & B PAVERS INC	6501	Wrap & pallet pavers	07/20/2015	2,500.00	2,500.00	07/23/2015
Total 10208					2,500.00	2,500.00	
10211	CASH	SUNSPASH	Sun Splash starter cash	08/07/2015	3,000.00	3,000.00	08/07/2015
Total 10211					3,000.00	3,000.00	
10216	MARTHA BAKER	EMP PARTY	Reimb food Employee Party	08/13/2015	358.16	358.16	08/13/2015
Total 10216					358.16	358.16	
10218	BAUDHUIN INC	34799	Beach Staking	07/29/2015	928.50	928.50	08/06/2015
Total 10218					928.50	928.50	
12900	ANDERSON BROS. & JOHNSON INC	409328	Rip Rap/Materials	08/06/2015	2,837.00	2,837.00	08/13/2015
		409440	Rip Rap/Materials	07/16/2015	48,432.48	48,432.48	07/30/2015
Total 12900					51,269.48	51,269.48	
13260	BHIRDO'S BY THE BAY	15832	Village Gas - June	06/30/2015	604.95	604.95	07/23/2015
Total 13260					604.95	604.95	
13301	BROWN COUNTY GRAPHICS INC	98942	Marina Fest rack cards/posters	07/29/2015	312.00	312.00	07/30/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 13301					312.00	312.00	
14309	CARDMEMBER SERVICE	0168	Soccer nets	06/18/2015	114.66	114.66	08/06/2015
		0844	Traffic counter	06/22/2015	30.90	30.90	08/06/2015
		2172	Postage	06/22/2015	6.74	6.74	08/06/2015
		2330	Lodging - JS & MB	06/24/2015	140.00	140.00	08/06/2015
		2549	Sunsplash banner	07/01/2015	486.65	486.65	08/06/2015
		3118	SB Historical - ice cream	07/03/2015	18.93	18.93	08/06/2015
		3258	Banner - movie night	07/12/2015	123.36	123.36	08/06/2015
		3536	Boathouse dishwasher	07/02/2015	97.53	97.53	08/06/2015
		4078	Banner - movie night	07/14/2015	74.79	74.79	08/06/2015
		4151	Banner - movie night	07/14/2015	74.79	74.79	08/06/2015
		4919	Banner - reconstruction	07/01/2015	253.88	253.88	08/06/2015
		5066	Traffic counter	07/15/2015	185.88	185.88	08/06/2015
		6219	Postage - Liquor license letters	06/23/2015	107.84	107.84	08/06/2015
		7343	People Smart - address look-up	06/22/2015	29.85	29.85	08/06/2015
			People Smart - address look-up		10.75	10.75	08/06/2015
			People Smart - address look-up		15.82	15.82	08/06/2015
			People Smart - address look-up		3.28	3.28	08/06/2015
		8709	Movie	07/11/2015	226.00	226.00	08/06/2015
Total 14309					2,001.65	2,001.65	
14310	CAPTAIN COMMODOES INC	26431	Commode rental - Dog Park	07/31/2015	75.00	75.00	08/06/2015
Total 14310					75.00	75.00	
14313	US POSTAL SERVICE	FERRELLGAS	reimburse for leaking gas line	07/31/2015	1,571.74	1,571.74	08/13/2015
Total 14313					1,571.74	1,571.74	
17501	CHARTER COMMUNICATIONS	07/22/15	Line burial	07/22/2015	2,442.11	2,442.11	07/30/2015
		AUG15	internet - Marina	07/22/2015	145.00	145.00	07/23/2015
		AUG15VIL	internet - Admin Bldg	07/23/2015	149.99	149.99	07/30/2015
Total 17501					2,737.10	2,737.10	
17506	CELLCOM	784626	Cellphones - Parks employees	08/05/2015	229.42	229.42	08/13/2015
			Cellphone - Special Events		54.72	54.72	08/13/2015
			Cell phone - Administrator		54.72	54.72	08/13/2015
			Cellphones - Marina + Marina manager		90.45	90.45	08/13/2015
Total 17506					429.31	429.31	
17515	CIVIC SYSTEMS	CVC13244	Semi-Annual Software Support	07/20/2015	457.50	457.50	07/30/2015
			Semi-Annual Software Support Marina		88.80	88.80	07/30/2015
			Semi-Annual Software Support Utilities W		129.05	129.05	07/30/2015
			Semi-Annual Software Support Utilities S		191.72	191.72	07/30/2015
			Semi-Annual Software Support Utilities		47.93	47.93	07/30/2015
Total 17515					915.00	915.00	
17519	COUNTRY WALK BP-AMOCO	1234	Village gas -	08/07/2015	132.63	132.63	08/13/2015
Total 17519					132.63	132.63	
17525	CULLIGAN OF STURGEON BAY	D-52125 A	Water softener salt - FS	07/09/2015	14.48	14.48	08/06/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 17525					14.48	14.48	
20007	DELTA DENTAL OF WIS	814774	Dental Insurance	07/22/2015	968.12	968.12	07/23/2015
Total 20007					968.12	968.12	
20399	DONOHUE & ASSOC	12032-47	Construction - Gateway	07/10/2015	620.33	620.33	07/30/2015
			Construction - Gateway		795.00	795.00	07/30/2015
Total 20399					1,415.33	1,415.33	
20435	DEPT OF HEALTH SERVICES	5 BOATHOUSE	Boat house renewal	07/28/2015	195.00	195.00	07/30/2015
Total 20435					195.00	195.00	
20451	DOOR COUNTY HWY DEPT	40010954	Signs	07/23/2015	450.42	450.42	07/30/2015
			Painting		2,874.99	2,874.99	07/30/2015
			Painting		146.27	146.27	07/30/2015
			Sidewalk repairs		2,401.55	2,401.55	07/30/2015
		40011018	Sweeping streets	07/31/2015	245.89	245.89	08/13/2015
			Mowing along roads		670.51	670.51	08/13/2015
			Signs		38.93	38.93	08/13/2015
			Painting		124.35	124.35	08/13/2015
			Sidewalk repairs - line burial.		13,442.55	13,442.55	08/13/2015
Total 20451					20,395.46	20,395.46	
20452	DOOR COUNTY IT DEPT	40010995	Admin Fee	07/31/2015	20.04	20.04	08/06/2015
			Tech Support - Village		417.91	417.91	08/06/2015
			Tech Support - Marina		28.08	28.08	08/06/2015
			Tech Support - Utility		19.82	19.82	08/06/2015
			Tech Support - Utility		29.18	29.18	08/06/2015
			Tech Support - Utility		6.06	6.06	08/06/2015
Total 20452					521.09	521.09	
20453	DOOR COUNTY CO-OP	75865	fertilizer - grounds	07/15/2015	35.40	35.40	08/06/2015
		895247	Oil - Jacobson lawnmower	07/08/2015	110.94	110.94	08/13/2015
Total 20453					146.34	146.34	
20455	DOOR COUNTY SHERIFF	40010935	Sheriff Security Service	07/22/2015	118.02	118.02	07/30/2015
			Sheriff Security Service		846.35	846.35	07/30/2015
			Sheriff Security Service		530.70	530.70	07/30/2015
Total 20455					1,495.07	1,495.07	
20460	DOOR COUNTY CLERK'S OFFICE	ELEC 2015	April 1 2015 Election Charges	06/30/2015	559.07	559.07	07/30/2015
Total 20460					559.07	559.07	
20474	DOOR COUNTY DAILY NEWS.COM	15070437	DC Fair - T-Shirt cash cow	07/20/2015	414.96	414.96	07/23/2015
Total 20474					414.96	414.96	
20476	DORNER INC	DT 12032 FINAL	Sanitary Sewer	07/17/2015	2,000.00	2,000.00	07/23/2015
			Water		2,000.00	2,000.00	07/23/2015
			Storm Sewer		1,000.00	1,000.00	07/23/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 20476					5,000.00	5,000.00	
20504	EMPLOYER SERVICES LLC	E4034	Claims Management - HRA Health Insurance Policies	07/15/2015	3,000.00	3,000.00	07/23/2015
					10,619.89	10,619.89	07/23/2015
Total 20504					13,619.89	13,619.89	
20505	EMPLOYEE BENEFITS CORP.	1288924	Benny Fee Minimum Fee	07/15/2015	2.25	2.25	07/23/2015
					50.00	50.00	07/23/2015
					433.82	433.82	08/13/2015
					294.00	294.00	08/13/2015
Total 20505					780.07	780.07	
20507	EAGLE MECHANICAL INC	63133	Test RP valve Maint. Bldg	07/31/2015	127.50	127.50	08/06/2015
Total 20507					127.50	127.50	
20512	EFTPS - ONLINE 941 PAYMENT	PR0718150	PRINT PAPER CHECK TO UPDATE GL /	07/21/2015	3,996.38	3,996.38	07/22/2015
					934.60	934.60	07/22/2015
					3,063.66	3,063.66	07/22/2015
					3,903.30	3,903.30	08/07/2015
					912.84	912.84	08/07/2015
					2,955.03	2,955.03	08/07/2015
Total 20512					15,765.81	15,765.81	
20599	EVENSON LAUNDRY INC	693085	Entrance mats - Admin Bldg Entrance mats - Fire Station	07/16/2015	28.00	28.00	08/06/2015
					72.00	72.00	08/06/2015
Total 20599					100.00	100.00	
30609	FASTENAL	WISTU95098	marking chalk	07/16/2015	57.37	57.37	07/30/2015
Total 30609					57.37	57.37	
30701	FRONTIER	AUG 15	Admin Bldg phone	07/25/2015	191.57	191.57	08/06/2015
					57.83	57.83	08/13/2015
					44.40	44.40	08/06/2015
Total 30701					293.80	293.80	
30704	GANNETT WI NEWSPAPERS	0009124850	Job notices - Parks Legal notices - Village	07/31/2015	149.90	149.90	08/13/2015
					55.90	55.90	08/13/2015
Total 30704					205.80	205.80	
30706	GREAT LAKES SCUTTLEBUTT	533692	Marina ad - Fall	08/10/2015	500.00	500.00	08/13/2015
Total 30706					500.00	500.00	
30750	GOING CO INC	JULY 2015	garbage - Village recycling - Fire Station garbage - Parks Bldg garbage - Marina recycling - Village recycling - Marina	07/31/2015	10,124.57	10,124.57	08/06/2015
					48.06	48.06	08/06/2015
					99.00	99.00	08/06/2015
					341.55	341.55	08/06/2015
					703.98	703.98	08/06/2015
					40.90	40.90	08/06/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 30750					11,358.06	11,358.06	
30751	GREAT-WEST	072415	J Felhofer	07/29/2015	50.00	50.00	07/30/2015
		PR0718150	Great West Deferred Comp. DEFERRED	07/21/2015	1,098.20	1,098.20	07/22/2015
			Great West Deferred Comp. EMPLOYER		336.80	336.80	07/22/2015
		PR0801150	Great West Deferred Comp. DEFERRED	08/06/2015	1,148.20	1,148.20	08/07/2015
			Great West Deferred Comp. EMPLOYER		336.80	336.80	08/07/2015
Total 30751					2,970.00	2,970.00	
30753	GREAT LAKES TV SEAL INC	17012	Storm sewer cleaning	07/10/2015	1,260.00	1,260.00	07/23/2015
Total 30753					1,260.00	1,260.00	
31805	HAMMERSMITH TV	10068065	Microphone & connector	06/11/2015	46.48	46.48	07/23/2015
Total 31805					46.48	46.48	
34855	HORST DIST INC	49965-000	Equipment Maintenance - lawnmower	07/30/2015	27.24	27.24	08/06/2015
Total 34855					27.24	27.24	
40956	INNOVATIVE PRINTING LLC	19760	BSD reconstruction	07/20/2015	285.00	285.00	08/13/2015
Total 40956					285.00	285.00	
40963	INSPECTION SPECIALIST LLC	JULY 2015	Building Inspection	07/31/2015	148.50	148.50	08/13/2015
		JUNE 2015	Building Inspection	06/30/2015	413.10	413.10	07/23/2015
Total 40963					561.60	561.60	
41010	JERRY'S FLOWERS	8225	Flowers - Boathouse	06/17/2015	57.98	57.98	08/06/2015
Total 41010					57.98	57.98	
41011	JIM'S GOLF CARS	59031	Village - golf car maintenance	07/13/2015	59.60	59.60	07/23/2015
			Marina - golf car maintenance		59.59	59.59	07/23/2015
Total 41011					119.19	119.19	
41018	SMITHGROUP JJR LLC	0110212	beach expansion	07/21/2015	26,275.00	26,275.00	07/30/2015
Total 41018					26,275.00	26,275.00	
41020	KAY DISTRIBUTING	W-367835	sun splash beverages	07/29/2015	390.00	390.00	07/29/2015
Total 41020					390.00	390.00	
41103	KANSAS CITY LIFE	21018-815	Disability Insurance	07/22/2015	385.84	385.84	07/23/2015
Total 41103					385.84	385.84	
41106	NICOLE KRAUEL	0013	Marina Mgr Contracted Services	07/20/2015	925.00	925.00	07/23/2015
		0014	Marina Mgr Contracted Services	07/27/2015	925.00	925.00	07/30/2015
		0015	Marina Mgr Contracted Services	08/03/2015	925.00	925.00	08/06/2015
		0016	Marina Mgr Contracted Services	08/10/2015	925.00	925.00	08/13/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 41106					3,700.00	3,700.00	
41112	KELLSTROM-RAY AGENCY INC	1D LINE BURIAL	restoration - 2294 Sunset Dr	07/22/2015	247.93	247.93	07/30/2015
Total 41112					247.93	247.93	
41137	ROBERT KUFRIN	JULY 2015	Quarry	07/29/2015	60.00	60.00	07/30/2015
			Olles lawsuit		20.00	20.00	07/30/2015
			WWTP ownership		240.00	240.00	07/30/2015
		JUNE 2015	Quarry	06/30/2015	1,920.00	1,920.00	07/30/2015
			Olles lawsuit		20.00	20.00	07/30/2015
			Consultant fees - Admin.		37.50	37.50	07/30/2015
			WWTP ownership		400.00	400.00	07/30/2015
Total 41137					2,697.50	2,697.50	
41195	LAKE & POND SOLUTIONS CO	22164	Weed treatment - Marina + J Marina	07/08/2015	1,578.19	1,578.19	08/13/2015
Total 41195					1,578.19	1,578.19	
41205	LAMPERT'S LUMBER	20351689	Split rail fence @ pavilion	06/26/2015	83.82	83.82	08/06/2015
		20351743	Maintenance - Dock	06/27/2015	52.78	52.78	08/06/2015
		20351788	Maintenance - Dock	06/27/2015	52.18	52.18	08/06/2015
		20352194	Maintenance - Dock	07/01/2015	938.00	938.00	08/06/2015
		20352596	Split rail fence @ pavilion	06/26/2015	28.77	28.77	08/06/2015
		20352904	Maintenance - Dock	07/09/2015	39.98	39.98	08/06/2015
		20353046	Maintenance - Dock	07/10/2015	9.99	9.99	08/06/2015
		20353757	Maintenance - Dock Bldg	07/17/2015	19.99	19.99	08/06/2015
		20353779	Maintenance - Dock Bldg	07/17/2015	42.99	42.99	08/06/2015
		20353921	supplies - Banners	07/20/2015	50.25	50.25	08/06/2015
		20354149	Maintenance - Streets	07/22/2015	49.95	49.95	08/06/2015
		20354250	Bench repair @ ball park	07/23/2015	94.00	94.00	08/06/2015
		20354297	Maintenance - Parks	07/23/2015	11.95	11.95	08/06/2015
Total 41205					1,474.65	1,474.65	
41212	ROBERT E LEE & ASSOC INC	69335	Braun prop CSM & Environmental	07/19/2015	7,200.00	7,200.00	08/13/2015
		69379	Waterfront	07/12/2015	533.61	533.61	08/13/2015
			Garot - Stony Ridge reimb		938.00	938.00	08/13/2015
			Gokey - Harbor View reimb		868.00	868.00	08/13/2015
		69380	Parking lot layout Mill Rd	07/26/2015	125.00	125.00	08/13/2015
Total 41212					9,664.61	9,664.61	
41230	LOVE THOSE WEBSITES	AUG 2015	Marina Fest web site design	08/06/2015	200.00	200.00	08/13/2015
Total 41230					200.00	200.00	
41316	MARCO INC	17401733	Public copies	08/12/2015	1.06	1.06	08/13/2015
			General copies		406.31	406.31	08/13/2015
			Marina copies		1.82	1.82	08/13/2015
			Utilities' copies		3.50	3.50	08/13/2015
			Utilities' copies		5.20	5.20	08/13/2015
			Utilities' copies		1.30	1.30	08/13/2015
			Special Events copies		136.95	136.95	08/13/2015
			General copies		52.27	52.27	08/13/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 41316					608.41	608.41	
41319	MAY'S SPORT CTR	115023	Lawnmower maintenance	07/23/2015	55.65	55.65	08/06/2015
Total 41319					55.65	55.65	
42107	LA VINE'S ICE LLC	JULY 2015	Marina - ice	07/31/2015	416.00	416.00	08/13/2015
Total 42107					416.00	416.00	
51330	MINNESOTA LIFE	SEPT 2015	Life Ins - September	08/12/2015	312.84	312.84	08/13/2015
Total 51330					312.84	312.84	
51401	JULIANA NEUMAN	JULY 2015	consulting	07/31/2015	200.00	200.00	08/06/2015
			consulting		805.00	805.00	08/06/2015
			consulting		135.00	135.00	08/06/2015
			consulting		64.80	64.80	08/06/2015
			consulting		95.40	95.40	08/06/2015
			consulting		19.80	19.80	08/06/2015
			reimburse mileage - Call-in		10.11	10.11	08/06/2015
Total 51401					1,330.11	1,330.11	
51410	NAPA STURGEON BAY	895247	Lawnmower oil	07/08/2015	110.94	110.94	08/06/2015
Total 51410					110.94	110.94	
51425	NORTH WOODS	100336	Custodial supplies	08/10/2015	152.51	152.51	08/13/2015
		98132	Custodial supplies	07/16/2015	85.15	85.15	07/23/2015
Total 51425					237.66	237.66	
51432	N DOOR COMMUNUNICATIONS INC	19350	Marina - Radio Repair	07/31/2015	18.95	18.95	08/06/2015
Total 51432					18.95	18.95	
61536	OFFICE DEPOT CREDIT PLAN	JULY 2015	Asst Admin printer	07/15/2015	499.99	499.99	07/30/2015
			Office Supplies - Village		327.41	327.41	07/30/2015
			Toner cartridges		568.88	568.88	07/30/2015
			Time clock		278.99	278.99	07/30/2015
			Paper /pens/etc - Marina		21.43	21.43	07/30/2015
			Office Supplies - utilities		17.56	17.56	07/30/2015
			Office Supplies - utilities		25.85	25.85	07/30/2015
			Office Supplies - utilities		5.36	5.36	07/30/2015
Total 61536					1,745.27	1,745.27	
61547	ORKIN PEST CONTROL INC	103580899	spray Marina	07/21/2015	72.65	72.65	07/30/2015
		103581020	spray Admin Bldg	07/21/2015	77.32	77.32	07/30/2015
		103581022	spray Firestation	07/21/2015	77.88	77.88	07/30/2015
Total 61547					227.85	227.85	
61601	PAPER WORKS PLUS LLC	4973	Office supplies - Village	07/15/2015	24.75	24.75	08/06/2015
		4987	Marina - Office supplies	07/20/2015	13.14	13.14	08/06/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 61601					37.89	37.89	
61633	PINKERT LAW FIRM LLP	104	Garot invoice	06/30/2015	475.00	475.00	07/23/2015
			Legal Services - June		650.00	650.00	07/23/2015
			Braun property purchase		2,450.00	2,450.00	07/23/2015
			Murphy property offer		475.00	475.00	07/23/2015
			Board of Review		1,400.00	1,400.00	07/23/2015
			Plan Commission Meeting		500.00	500.00	07/23/2015
			Quarry lawsuit		1,025.00	1,025.00	07/23/2015
			West Capitol		125.00	125.00	07/23/2015
			Beach project		250.00	250.00	07/23/2015
Total 61633					7,350.00	7,350.00	
61637	PITNEY BOWES	AUG 2015	Postage for Meter	08/12/2015	300.00	300.00	08/13/2015
		JULY 2015	Postage for Meter	07/29/2015	1,000.00	1,000.00	07/30/2015
Total 61637					1,300.00	1,300.00	
61639	JASON POLECHECK	AUG 2015	keg tapper	08/14/2015	50.00	50.00	08/14/2015
Total 61639					50.00	50.00	
71770	SHEPERD EXPRESS	68136	Sun Splash ads	07/16/2015	697.50	697.50	07/30/2015
		68236	Sun Splash ads	07/23/2015	697.50	697.50	07/30/2015
		68347	Sun Splash ads	07/30/2015	697.50	697.50	08/06/2015
Total 71770					2,092.50	2,092.50	
71890	SCHAUT, RYAN	0001	web development	07/20/2015	160.00	160.00	07/30/2015
Total 71890					160.00	160.00	
71914	SHOPKO STORES LLC	1064	Utilities - lab supplies	07/08/2015	10.99	10.99	08/06/2015
			Utilities - custodial supplies		3.95	3.95	08/06/2015
			Utilities - custodial supplies		5.82	5.82	08/06/2015
			Utilities - custodial supplies		1.21	1.21	08/06/2015
		6424	Office supplies Marina	07/07/2015	51.73	51.73	08/06/2015
			Boathouse maint		29.99	29.99	08/06/2015
			Custodial supplies		99.95	99.95	08/06/2015
Total 71914					203.64	203.64	
71920	SISTER BAY ADVANCEMENT	2ND QTR 2015	2nd Quarter Support	07/21/2015	12,500.00	12,500.00	07/30/2015
Total 71920					12,500.00	12,500.00	
71921	SISTER BAY HISTORICAL SOCIETY	WIZARD OF OZ	reimburse 1/2 banner	07/19/2015	112.40	112.40	07/23/2015
Total 71921					112.40	112.40	
71925	SISTER BAY AUTO	70333	tire repair - cart	07/17/2015	32.00	32.00	08/06/2015
Total 71925					32.00	32.00	
71926	SISTER BAY SEWER & WATER	1289	Consulting - S Jacobson	07/31/2015	164.76	164.76	08/13/2015
			Consulting - Village Stormwater		595.13	595.13	08/13/2015
			Staff time - BSD project		1,963.93	1,963.93	08/13/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			Staff time - BSD project		663.77	663.77	08/13/2015
			Staff time - BSD project		549.50	549.50	08/13/2015
			Reimburse for hard hat		20.42	20.42	08/13/2015
Total 71926					3,957.51	3,957.51	
71982	CHRISTY SULLY	JULY 2015	Reimburse - forrest land pymt	07/30/2015	.80	.80	07/30/2015
			Reimburse mileage		39.10	39.10	07/30/2015
Total 71982					39.90	39.90	
72051	TRUGREEN*CHEMLAWN	36685405	Lawn treatment	07/30/2015	1,677.00	1,677.00	08/13/2015
Total 72051					1,677.00	1,677.00	
73003	VERIZON NORTH	08737858	Village Phone - long distance	08/10/2012	27.54	27.54	08/13/2015
			Marina Phone - long distance		21.28	21.28	08/13/2015
Total 73003					48.82	48.82	
73004	VILLAGE VIEW MOTEL	JNGWIRTH INV	restoration	07/09/2015	13.70	13.70	07/23/2015
Total 73004					13.70	13.70	
81988	WARNER-WEXEL WHOLESAL	132292	amenities - Marina	07/08/2015	72.61	72.61	08/13/2015
		132702	amenities - Marina	07/14/2015	65.78	65.78	08/13/2015
		133088	custodial supplies - Marina	07/20/2015	71.72	71.72	08/13/2015
		133911	amenities - Marina	07/29/2015	119.80	119.80	08/13/2015
Total 81988					329.91	329.91	
81989	WATERBOARD WARRIORS INC	9/5/2015	Water Ski Show - Marina Fest	08/13/2015	3,000.00	3,000.00	08/13/2015
Total 81989					3,000.00	3,000.00	
81992	WEST CAPITAL	073015	tax assessment refund - West Capital	07/30/2015	15,250.00	15,250.00	07/30/2015
Total 81992					15,250.00	15,250.00	
82350	WI PUBLIC SERVICE	JULY 15	Street Lights	07/24/2015	2,095.44	2,095.44	07/30/2015
			Fire Station		761.54	761.54	07/30/2015
			Parks Lights		125.85	125.85	07/30/2015
			Sports Complex		239.57	239.57	07/30/2015
			Dock		1,334.54	1,334.54	07/30/2015
			J Dock		341.25	341.25	07/30/2015
			Boathouse		78.21	78.21	07/30/2015
			Old Fire Station		163.65	163.65	07/30/2015
			Swale Pump		41.97	41.97	07/30/2015
			Admin Bldg		190.51	190.51	07/30/2015
			Village Hall		258.92	258.92	07/30/2015
			Bike Trail Lights		112.55	112.55	07/30/2015
Total 82350					5,744.00	5,744.00	
82354	WULF BROS. INC	177231	Marina restroom thermostat	07/24/2015	178.00	178.00	07/30/2015
Total 82354					178.00	178.00	
90020	YMCA	FLS BANNER	YMCA banner	07/10/2015	156.00	156.00	07/23/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 90020					156.00	156.00	
99998	ONE TIME VENDOR	SUNSPLASH	Entertainment	08/06/2015	300.00	300.00	08/06/2015
		SUNSPLASH10	Entertainment	08/06/2015	100.00	100.00	08/06/2015
		SUNSPLASH11	Entertainment	08/06/2015	100.00	100.00	08/06/2015
		SUNSPLASH12	Entertainment	08/06/2015	1,650.00	1,650.00	08/06/2015
		SUNSPLASH2	Entertainment	08/06/2015	1,500.00	1,500.00	08/06/2015
		SUNSPLASH3	Entertainment	08/06/2015	1,200.00	1,200.00	08/06/2015
		SUNSPLASH4	Entertainment	08/06/2015	400.00	400.00	08/06/2015
		SUNSPLASH5	Entertainment	08/06/2015	500.00	500.00	08/06/2015
		SUNSPLASH6	Entertainment	08/06/2015	500.00	500.00	08/06/2015
		SUNSPLASH7	Entertainment	08/06/2015	500.00	500.00	08/06/2015
		SUNSPLASH8	Entertainment	08/06/2015	800.00	800.00	08/06/2015
		SUNSPLASH9	Entertainment	08/06/2015	2,500.00	2,500.00	08/06/2015
		WV131	Sunsplash - Ads	07/10/2015	712.50	712.50	07/30/2015
Total 99998					10,762.50	10,762.50	

Total Paid: 280,466.83

Total Unpaid: _____

Grand Total: 280,466.83

Dated: 8-15-15

Staff: Madha Balay

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
10005	ACTION ELECTRIC INC	29686	WWTP outside lighting	07/31/2015	14.46	14.46	08/12/2015
Total 10005					14.46	14.46	
10030	ANDERSON PUMP & PROCESS INC	5222512	sludge pump	07/27/2015	11,685.28	11,685.28	07/29/2015
Total 10030					11,685.28	11,685.28	
17515	CIVIC SYSTEMS	CVC13243	Utility Billing support	07/01/2015	355.18	355.18	07/29/2015
			Utility Billing support		522.90	522.90	07/29/2015
			Utility Billing support		108.52	108.52	07/29/2015
			Utility Billing support - due from LGUD#1		158.40	158.40	07/29/2015
Total 17515					1,145.00	1,145.00	
17528	CON-TRONIX ENVIRONMENTAL SERV	1941SB	computer support	07/31/2015	581.34	581.34	08/12/2015
			computer support		855.87	855.87	08/12/2015
			computer support		177.63	177.63	08/12/2015
Total 17528					1,614.84	1,614.84	
20010	RONALD M SMITH	JULY 2015	lawn maintenance	07/31/2015	213.75	213.75	08/12/2015
			lawn maintenance		545.00	545.00	08/12/2015
			lawn maintenance		180.00	180.00	08/12/2015
			due from LGUD#1		11.25	11.25	08/12/2015
Total 20010					950.00	950.00	
20510	ENTRANCE SYSTEMS LLC	12396	gate repair	07/30/2015	136.00	136.00	08/05/2015
Total 20510					136.00	136.00	
20515	FERRELLGAS	1088144143	WWTP propane	07/15/2015	373.04	373.04	07/22/2015
Total 20515					373.04	373.04	
30641	FRONTIER	AUG 2015	plant phones	08/01/2015	83.77	83.77	08/12/2015
			plant phones		83.76	83.76	08/12/2015
Total 30641					167.53	167.53	
30642	FRONTIER COMMUNICATIONS	8/2015	telemetry allocation	08/01/2015	1.28	1.28	08/12/2015
			telemetry allocation		1.28	1.28	08/12/2015
			telemetry allocation		.64	.64	08/12/2015
		AUG 2015	telemetry allocation	07/25/2015	56.80	56.80	08/05/2015
			telemetry allocation		56.80	56.80	08/05/2015
			telemetry allocation		28.40	28.40	08/05/2015
		JULY2015	telemetry allocation	07/19/2015	5.44	5.44	07/29/2015
			telemetry allocation		5.44	5.44	07/29/2015
			telemetry allocation		2.72	2.72	07/29/2015
Total 30642					158.80	158.80	
30750	GOING CO INC	JULY 2015	WWTP rubbish disposal	07/31/2015	1,518.54	1,518.54	08/05/2015
Total 30750					1,518.54	1,518.54	
31816	HAWKINS INC	3762765 RI	chemicals - Water	08/05/2015	220.00	220.00	08/12/2015
			chemicals - WWTP		183.49	183.49	08/12/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 31816					403.49	403.49	
31825	HERLACHE SMALL ENGINE INC	130097	hydrant weed eater	07/30/2015	17.50	17.50	08/12/2015
Total 31825					17.50	17.50	
41005	STEVEN JACOBSON	JULY 2015	postage	07/31/2015	28.95	28.95	08/05/2015
			mileage		41.02	41.02	08/05/2015
			mileage		56.36	56.36	08/05/2015
			mileage		14.52	14.52	08/05/2015
			mileage - re: BSD		34.82	34.82	08/05/2015
			mileage - re: BSD		34.82	34.82	08/05/2015
			mileage - re: Village stormsewer		4.50	4.50	08/05/2015
			mileage - re: BSD Stormsewer		16.82	16.82	08/05/2015
Total 41005					231.81	231.81	
41060	JOSH STEFFECK E.I.T.	WWOA MTG	WWOA conference/training - PJ	08/11/2015	30.00	30.00	08/11/2015
Total 41060					30.00	30.00	
41090	JUNGWIRTH'S ACE HARDWARE	JULY 2015	BSD project - W	07/31/2015	194.97	194.97	08/05/2015
			medical/safety supplies		64.69	64.69	08/05/2015
			distribution parts		12.76	12.76	08/05/2015
			repairs of water plant		6.89	6.89	08/05/2015
			cleaning supplies		9.99	9.99	08/05/2015
			tools		4.99	4.99	08/05/2015
			misc. operating supplies		4.17	4.17	08/05/2015
			WWTP equipment maintenance		101.13	101.13	08/05/2015
			collection system parts & supplies		12.99	12.99	08/05/2015
			lift station/force main maint		65.66	65.66	08/05/2015
Total 41090					478.24	478.24	
41196	LAKESHORE WASTE SYSTEMS INC	40913	sludge - hauling	07/15/2015	1,085.00	1,085.00	07/22/2015
Total 41196					1,085.00	1,085.00	
41212	ROBERT E LEE & ASSOC INC	69381	engineering services - Premier Jungwirth C	08/05/2015	805.00	805.00	08/12/2015
Total 41212					805.00	805.00	
41301	MAREK & ASSOCIATES	10292	gloves	07/12/2015	103.49	103.49	07/22/2015
			gloves		103.49	103.49	07/22/2015
Total 41301					206.98	206.98	
51315	MIDWEST METER INC	0063993-CM	credit memo - returned couplings	07/31/2015	1,575.00 -	1,575.00 -	08/12/2015
		0066727-IN	7 - 1" Orion M-70 meters	05/15/2015	759.69	759.69	08/12/2015
		0069031-IN	75 - 3/4" meters	08/04/2015	3,225.00	3,225.00	08/12/2015
			75 - 3/4" M-25 meters		10,050.00	10,050.00	08/12/2015
			4 - 1" Orion M-70 meters		628.00	628.00	08/12/2015
			4 - 1" Orion M-70 meters		132.00	132.00	08/12/2015
			4 - 1" Orion M-70 meters		1,946.00	1,946.00	08/12/2015
Total 51315					15,165.69	15,165.69	
51400	NCL OF WISCONSIN INC	358529	water system supplies	07/15/2015	91.83	91.83	07/29/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
Total 51400					91.83	91.83	
51432	NORTHERN DOOR COMMUNICATIONS	19254	cell phone - SJ	07/21/2015	7.18	7.18	07/29/2015
			cell phone - SJ		10.57	10.57	07/29/2015
			cell phone - SJ		2.20	2.20	07/29/2015
Total 51432					19.95	19.95	
51436	NORTHERN LAKE SERVICES INC	278939	WWTP sample testing	07/22/2015	18.00	18.00	07/29/2015
		279271	water testing	07/28/2015	140.00	140.00	08/12/2015
Total 51436					158.00	158.00	
61610	PAPER WORK PLUS LLC	4905	printing supplies	06/30/2015	30.01	30.01	07/22/2015
			printing supplies		44.19	44.19	07/22/2015
			printing supplies		9.17	9.17	07/22/2015
Total 61610					83.37	83.37	
61640	QUALITY STATE OIL INC	922365	fuel for pumping - #1 Well	08/02/2015	198.85	198.85	08/05/2015
			fuel for pumping - #2 Well		180.40	180.40	08/05/2015
			fuel for pumping - #3 Well		254.00	254.00	08/05/2015
			fuel for pumping - Plant		541.20	541.20	08/05/2015
			fuel for pumping - LSLs		131.20	131.20	08/05/2015
Total 61640					1,305.65	1,305.65	
61977	STURGEON BAY UTILITIES	010172	sludge processing	07/21/2015	1,300.00	1,300.00	07/29/2015
Total 61977					1,300.00	1,300.00	
71920	SEPTIC MAINTENANCE OF DOOR CTY	15-0776	coll sys - cleaning @ Birchwood Lodge	07/20/2015	312.50	312.50	07/29/2015
Total 71920					312.50	312.50	
71922	TOP SHELF CAFE & GOURMET	11003	UPS shipping	07/08/2015	26.39	26.39	08/12/2015
		11020	UPS shipping	07/15/2015	26.85	26.85	08/12/2015
Total 71922					53.24	53.24	
72054	USA BLUEBOOK	703055	hard hat - Jackson	07/21/2015	20.42	20.42	08/05/2015
			hydrant flags		236.22	236.22	08/05/2015
		714009	chart supplies	08/03/2015	385.72	385.72	08/12/2015
Total 72054					642.36	642.36	
73100	VILLAGE OF SISTER BAY	JUNE 2015	payroll and exp pd by Village	07/01/2015	35,581.99	35,581.99	07/22/2015
		MAY 2015	payroll and exp pd by Village	06/01/2015	53,163.83	53,163.83	07/22/2015
Total 73100					88,745.82	88,745.82	
82350	WI PUBLIC SERVICE	14895460-00000	electricity - water system	07/23/2015	864.76	864.76	07/29/2015
			electricity - wastewater plant		5,308.59	5,308.59	07/29/2015
			electricity - lift stations		361.93	361.93	07/29/2015
Total 82350					6,535.28	6,535.28	
82351	WIS PUBLIC SERVICE	JULY 2015	Well #3 - LGUD	07/14/2015	269.34	269.34	07/22/2015

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt	Amount Paid	Date PD
			Well #3 - Sister Bay		808.02	808.02	07/22/2015
Total 82351					1,077.36	1,077.36	

Total Paid: 136,512.56

Total Unpaid: -

Grand Total: 136,512.56

Dated: 8-18-15
Staff: Maisha Balan



Village of Sister Bay BOARD REPORT

Meeting Date 08/18/15

Item No.: 7

Activities:

Line Burial-Work on the Bay Shore Dr. Line Burial project is substantially completed. Crews from Vinton have surveyed final locations of transformers and telecom equipment and have discovered a few conflicts. DOT will coordinate with Vinton and WPS to ensure that conflicts are dealt with appropriately. We still do not have a final project total as of this writing.

Sledding Hill- Work starts and stops on the project, largely around the Beach and excavation of materials there. Roughly 1000 yards of cobble still needs to be removed from the beach to make way for the new sidewalk. Hockers will complete this project after the Beach has been completed.

Beach- the beach is substantially completed, and work will recommence in the fall once planned plantings become dormant. Finishing landscaping will be completed at that time as well. The encroachment on the Stage seating area is being worked on by JJR.

Sunsplash- Sunsplash took place with both Sun and Splash. Friday was a rain out. Saturday cleared up, and approximately 1350 people attended. Final financial figures are not in, however, preliminary estimates indicate that we not only recovered our initial \$15,000 investment, but returned a modest sum on top of that. Numerous complaints were lodged by neighbors (almost all SB Yacht Club) regarding noise intensity, duration, and choice of music. We have a representative sample, economic impact survey out to commercial meter customers to assess Sunsplash. The Village has 60 days to exercise its renewal option. Staff recommends if this event is held in the future, that it is changed to a single day event, with a shift to quality of artists as opposed to quantity (Ziggy Marley, Shaggy, ect). We also recommend that the agreement be adjusted to reflect the level of involvement that staff expended in making the present event a success.

Niagara Ridge- Construction is underway, and we look forward to 36 new apartments soon.

Harbor View-Preliminary plans have been reviewed by Plan Commission and approved. The Developer, engineers and DOT are working to prepare for the next phase of approval.

Stony Ridge- Mr. Garot has not met deadlines agreed to in the development agreement. Engineering work has been completed. An email from 7/14 to him and his expeditor has not been returned. Mr. Garot contact me on the week of 8/7 to let me know that they were still "good" and would be working on a rebid. Stormwater management exceeded budget expectations by \$300,000.

Personnel- The search for a new finance director will resume; Janal is working to place advertising as of this writing. Duties of the Finance Director have been split between existing staff.

Marina- The season continues to be on target. Some accounting still needs to be resolved. Seasonal slip revenues are near all time highs, and transient rentals are in line to be at or near all time highs.

Marketing- Jaws was a hit with audiences, and other movies have been modestly been attended. The Marketing Staff procured a generator for popcorn, ice cream and movies when the power went out in the August Storm. Sunsplash looks to have recovered the initial \$15,000 investment;

We should plan for a festival vendor plan for 2016 for Waterfront Park, and need to have dialog about a marketing plan for 2016 as well.

Other marketing efforts center around Marinafest, and the Ice Rink.

We have rebuilt the Village's website, www.sisterbaywi.gov some kinks still need to be worked out technically, and we await the County IT department to be able to complete those (issues with our internal server).

Staff has sent out the Summer newsletter as well as the first citizen survey. We anticipate having results for the September Board Meeting.

Fiscal Impact: unknown for the future.

Respectfully submitted,

Zeke Jackson
Village Administrator



Door County Coastal Byway Council Meeting Agenda – Thursday, July 16th 2015

Time: 8:30 a.m.

Place: Village of Egg Harbor, 7860 State Highway 42, Egg Harbor WI 54209

Call to Order. Chair Ann Miller called the meeting to order at 8:33 a.m.

Declaration of a Quorum - Adopt agenda. The following Council members were present and constitute a quorum: Michelle Anderson-Village of Egg Harbor, Chuck Tice-Town of Sevastopol, Ann Miller-Town of Liberty Grove, Scott Baker-Village of Sister Bay and Kriss Schorer-Town of Baileys Harbor. Also present: Sam Perlman-DCEDC, Christine Salmon-DCVB and Linda Wait-recording secretary.

Motion by Kriss and second by Michelle to adopt the agenda; motion carried.

Approval of Previous Minutes. Motion by Scott and second by Kriss to approve the minutes of May 7, 2015, with correction to the checking account balance reported - \$17,780.22. Motion carried.

Treasurer's Report. Sam reported a balance of \$22,329.17 as of July 6, 2015. There was an expenditure of \$31.05 to USPS for mailing brochures to welcome centers and receipts of \$2,500 from the WPS grant. Motion by Kriss and second by Ann to approve the treasurer's report; motion carried.

Sam said there is a pending bill of \$730 due TownWeb Design representing the second half, already approved for payment. He is getting some final training on the administrative side of the website.

Since 2016 budget planning is already in the works, Beth could probably send out the \$300 annual contribution reminder to the municipalities.

Pending Business:

A. Election of Officers. Motion by Michelle and second by Scott to nominate Ann Miller at Chair, Kriss Schorer as Vice Chair, Chuck Tice at Secretary and Beth Hagen as Treasurer, and to cast a unanimous ballot for those individuals. Motion carried, unanimously.

Chair:	Ann Miller
Vice Chair:	Kriss Schorer
Secretary:	Chuck Tice
Treasurer:	Beth Hagen
Terms expire:	July 2017

B. Final letter on joint effort by all WI Scenic Byway groups to State and US legislative representatives on consideration of reinstatement of National Scenic Byway Program funding and opening National Scenic Byway application process regardless of funding outcome in the US budget process. Sam did not receive responses from the Lower Wisconsin or the Great River Road. The letter will be modified to include just the Lake Superior and the Door County Coastal Byways and sent out.

C. Update on Coloring Book Kit. Sam and Kriss are working on the project and provided some notes and rough sketches. The 24-page book with color cover would have the DCCB story, three pages for each community plus space for business cards (\$50-\$75), inside back cover scavenger hunt and back cover perhaps sponsored by the DCVB. Sam and Kriss will talk to Peninsula School of Art, Artist

Door County Coastal Byway Council – Minutes of July 16, 2015

League and art teachers at Gibraltar and Sevastopol in hopes of getting some simplified line drawings for each of the eight communities. Pricing seems to be about \$2,500 for 2,500 books or order more and get a better price. Perhaps an annual drawing could give away a complimentary stay or gift certificate.

D. Illegal or discontinued business or applicable signage – working with Door County Planning/Zoning and DOT. An email from Mariah Goode at Door County Planning Department indicates that an inordinate number of advertising signs are going up without zoning permits or signage which is not allowed at all by zoning regulations. Ann also reported that they do not fit with Trans 202 (Wisconsin Scenic Byways Program). Michelle indicated that the Village of Egg Harbor has its own sign code and Scott said Sister Bay's is a little relaxed right now due to construction.

If you see questionable signage, send the address (and photos if available) to Mariah and they will look into the issue.

New Business:

Correspondence. Sam reported that the brochures were sent out to various state and county regional visitor centers.

Agenda items for next meeting / suggestions:

- coloring book, artwork, business card size and price
- update on advertising signage

Future Meeting Dates. Next meeting date will be Wednesday, September 9th 2015 at 8:30 a.m. at Baileys Harbor (Ephraim unable to accommodate that date).

Payment of Bills (balance of Town Web Design) - pending.

Adjourn. Motion by Kriss and second by Scott to adjourn. Motion carried and meeting adjourned at 9:12 a.m.

Respectfully submitted,

Linda Wait, recording secretary

185 East Walnut Street, Sturgeon Bay WI 54235
Telephone: (920) 743-3113
www.doorcountycoastalbyway.org

Sister Bay & Liberty Grove Fire Board Meeting July 27, 2015

The meeting was called to order July 27, 2015 at 8:00 am by Lou Covotsos

Roll Call: Louis Covotsos, Scott Baker, Nancy Goss, Hugh Mulliken

In attendance Chris Hecht & Willard Randall

The agenda was changed to approve minutes of the March 23 meeting

A motion was made by Louis Covotsos to approve the minutes of the previous meeting, seconded by Scott Backer. Motion passed with no discussion.

Public input. None

Discussion Items:

- Chiefs Report
 - The Chief passed out a count of calls. There was a large number of first responder calls this month.
 - There have been inquiries about the brush fire in Sept of 2011 from the property owners insurance companies. The inquiries are to settle litigations between property owners.
 - The new tanker is here and in service. There is one change required to improve drive abilities.
 - We have heard nothing about our 2015 grants. The 2014 grants have closed out and we are expecting an onsite audit.
 - DNR grants are done and were handled by SBLGFFA.
 - We have, through the Door County Fire Chiefs, applied for a Raibrook grant for fire accountability tags mandated by MABAS.
 - CPR classes are ongoing. We have trained over 200 people in CPR and AED usage. The class was to cover the lack of education provided by the technical college.
 - There was a rope rescue class held this spring.
 - We are looking in to chain saw classes in the fall.
 - We hoped to offer a first responder class this spring. One of the reasons the classes were not held is the county would not pay for the class.
 - Mike Goldstone and Chris Hecht both completed and passed Fire Officer Two.
 - The SBLGFFA cut a purchase order for \$60,000.00 worth of extrication equipment. When the equipment arrives it will be turned over to the Fire Department.
- Clerk/Treasurer Report
 - A list of calls since the last meeting was passed out and discussed.
 - A list of checks was passed out.
 - The 2015 budget to date report was passed out.
 - A motion was made by Nancy Gross to approve the treasurers' report, seconded by Scott Backer. Motion passed with no discussion

- First responder agreement
 - The Norther Door First Responders was formed by citizens of Liberty Grove, Sister Bay, and Ephraim. When the Ephraim Fire Department joined with the Gibraltar and Baileys Harbor Fire Department they put the first responders under the Mid-door Group.
 - About 10 years ago the Norther Door First responders were made part of SBLGFD.
 - The Ephraim board is inquiring about having their First Responders being part of the Norther Door First responders.
- Budget
 - The chief presented a preliminary budget to the fire board.
- Raibrook Grant
 - Covered in chief report.
- Election
 - There will be an election for SBLGFFA secretary and president and department Chief later this year. The board will have to approve the chief.
- Fire District
 - No discussion
- Set date for Next Meeting
 - August 18, 2015 4:30 pm

A motion was made by Scott Backer to Adjourn, seconded by Louis Covotsos. Motion passed with no discussion

Submitted By
Bill Randall
Fire Department Clerk

**Sister Bay / Liberty Grove Library Commission
Meeting July 21, 2015**

The meeting of the Sister Bay / Liberty Grove Library Commission was called to order by Virginia Phelan at 8:00 A.M.

Members Present: Virginia Phelan, Lou Covotsos, Henry Timm, Kathy Enquist, Margot Warch, Betty Curzon and Ralph Blankenburg.

Absent: Allen Strack

Public Input: None.

Review and Approve the Minutes of the June 9, 2015 Meeting:

Kathy Enquist moved and Margot Warch seconded a motion to approve the minutes of the June 9, 2015 meeting. The motion passed 5-0.

Review and Payment of Bills:

Deluxe checking	Reorder Checks	\$94.00
Ralph Blankenburg	Checkers Set for Library Garden	\$162.59
Webb Supply	Water Softener Cartridge	\$199.00
Sparkle Cleaning Service	Window Washing	\$280.00
Wulf Brothers	Repair AC Unit	\$543.37
United States Treasury	Workers Comp. / Medicare	\$306.80
Sparkle Cleaning Service	General Cleaning	\$1,560.00
Lundquist Plumbing	Repairing Second Urinal	\$173.45
Acton Electric	Replace Light bulbs in Hanging Fix.	\$87.50
Jungwirth Ace Hardware	Cart for Checkers	\$22.99
Frontier Communications	Telephone	\$131.43
Village of Sister Bay	Propane	\$196.41
Village of Sister Bay Water & Sewer	Fire Sprinkler Water	\$110.25
Village of Sister Bay Water & Sewer	Domestic Water	\$316.93
Wisconsin Public Service	Electric	\$814.89
Warner-Wexel, LLC	TP/Kitchen Towels / Hand Towels	\$218.47
Warner-Wexel, LLC	Trash Liners	\$19.29
Total		\$5,237.37

Margot Warch moved and Virginia Phelan seconded the motion to approve the payment of the bills. The motion passed 5-0.

Librarians Report:

Betty Curzon reported:

Circulation:

2015	6,779	YTD	26,701
2014	7,008	YTD	28,238

Library Visits:

May 2015	5,342
May 2014	5,319

People/Programs:

2015	8 Programs	Total attendance:	61 Adults; 119 Juveniles
2014	7 Programs	Total attendance:	80 Adults; 53 Juveniles

Wireless:

2015	886 Devices
2014	969 Devices

Computers:

SAM(Public)

2015: 627 sessions for a total of 19,657 minutes

2014: 760 sessions for a total of 20,876 minutes

Overdrive:

2015:	249 e-book uses	79 Audio book uses	Video Uses 1
2014:	183 e-book uses	58 Audio book uses	

As of July 8th, we have 91 Children signed up for the Summer Reading Program. This is the age group from birth up to thirteen years. They are keeping track of the hours they've read and can earn books and prizes for those hours. So far we have 58 adults and eight teenagers who have signed up for their division of the SRP. These readers turn in a slip for every three books they have read or listened to. These slips are put into a weekly drawing for a prize basket. In addition to the weekly drawings for adult interest baskets, we have had enough donations from local business to be able to offer two prize baskets geared toward the teen readers. The drawings for those baskets will be held on July 20th and August 17th. We should make a point of supporting the businesses who donated the prizes for the teen baskets and thank them for doing so. The businesses are Ecology Sports, Red Putter Mini Golf, Wilson's Ice Cream Parlor and Pizza Hut. It would not surprise me if we have many more teens signing up next summer because the prize baskets are getting a lot of interest from this year's twelve year olds! I'm working with the technical processing person at Door County Library headquarters to get the outdoor checkers cataloged so we can begin checking them out for use. Jeff has constructed a neat little wheeled cart for them.

Garden:**Checkers:**

The cart and checkers were shown to the commission.

Nameplate location.

It was decided to put the plate on the center of the table.

Landscape Contract:

The Lakeshore Landscape bid was reviewed by the Commission and it was decided that the bid for the first year was acceptable but would he be willing to hold the next two years at the same rate. Ralph Blankenburg will discuss it with John Meredith and have him come to our next meeting.

Village Property:

Ralph Blankenburg reported that Zeke Jackson had requested that I to bring the subject of linking the Library garden to a new parking lot to the west of the library. No objection was raised except for who would be absorbing the cost of the installation of the connecting walk.

Committee Reports:

None

Marina Fest:

Ralph Blankenburg reported that Margot Warch, Betty Curzon, Mike Scoville and Ralph Blankenburg. Mike, Margot and Ralph were getting together at the shed today at 1:00 p.m. Our hours will be for one day on Saturday from 9:00 a.m. and 4:00 p.m. Margot and Mike will take charge of sorting the books. Lou Covotsos said that he would look into a possible other location to sort the books.

Next Meeting:

August 18, 2015 @ 1:00 p.m.

Adjourn:

It was moved by Kathy Enquist and seconded by Margot Warch to adjourn at 9:15 a. m. The motion passed 5-0.

Submitted by: Ralph Blankenburg.

1
2
3 **PLAN COMMISSION MEETING MINUTES**
4 **TUESDAY, JULY 28, 2015**
5 **Sister Bay-Liberty Grove Fire Station – 2258 Mill Road**
6 **UNAPPROVED VERSION**
7

8 The July 28, 2015 meeting of the Plan Commission was called to order by Chairperson Dave
9 Lienau at 5:36 P.M.

10
11 **Present:** Chairperson Lienau, and members Shane Solomon, Scott Baker, Don Howard, Marge
12 Grutzmacher, Eric Lundquist and Nate Bell.

13
14 **Others:** Brandon Small, Al Gokey, John Maas, Denise Bhirdo, Ron Kane, Bill Wegehaupt,
15 Steve and Marge Musinsky, John Maas, Connie Carlson, Norbert and Ellen Ritt, Alison Beadell,
16 Simon Werner, Jill Hanley and three other individuals.

17
18 **Staff Members:** Village Administrator Zeke Jackson and Assistant Administrator Janal Suppanz
19

20 **Comments, correspondence and concerns from the public:**

21 Lienau noted that no new correspondence had been received. He then asked if anyone wished
22 to comment regarding a non-agenda item.

23
24 Connie Carlson of Beacon Marine requested that Beacon Marine be allowed to display a
25 couple of boats on their grassy lot. Jackson noted that in order to do that a Zoning Code text
26 amendment would be required.

27
28 Denise Bhirdo indicated that it is her understanding that the Village Administrator has
29 determined that the propane tank for a home on Maple Drive is not in the front yard, but she
30 disagrees. Therefore, she took a photo of that home and e-mailed it to the Village President
31 with a request that the matter be referred to the Plan Commission.

32
33 Bhirdo also indicated that she does not believe the designated parking areas on Bay Shore
34 Drive are set back far enough from the intersections, and, therefore, safety issues could arise. It
35 was the consensus that this issue shall be referred to the Parks, Properties & Streets Committee
36 as well as the Bay Shore Drive Oversight Committee.

37
38 **Approval of the agenda:**

39 *A motion was made by Solomon, seconded by Grutzmacher that the Agenda for the July 28,*
40 *2015 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

41
42 **Approval of minutes as published:**

43 **As to the minutes for the June 24, 2015 meeting of the Plan Commission:**

44 *A motion was made by Grutzmacher seconded by Solomon that the minutes for the June 24,*
45 *2015 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*
46
47
48
49

1 **Business Items:**

2 **Item No. 1. Public Hearing on a request to amend §66.0320(c) of the Zoning Code in such**
 3 **fashion that quarries are allowed as a conditional use in the B-1 General Business District;**
 4 **Discussion on a request to amend §66.0320(c) of the Zoning Code in such fashion that**
 5 **quarries are allowed as a conditional use in the B-1 General Business District; and consider a**
 6 **motion for action to recommend approval of Ordinance 235, which amends §66.0320(c) of**
 7 **the Zoning Code:**

8 Lienau explained that a public hearing would be conducted this evening regarding Brandon
 9 Small's request to amend the Zoning Code in such fashion that quarries are allowed as a
 10 conditional use in the B-1 General Business District. If the Commission determines that the
 11 amendment should be made, a referral will be made to the Village Board. Further, if an
 12 application for a Conditional Use Permit is actually filed, another public hearing will be
 13 required. If the Commission denies Small's request there is no guarantee that "this will be the
 14 end of it" as the matter is in mediation.

15
 16 *At 5:40 P.M. Lienau called the public hearing on a request to amend §66.0320(c) of the Zoning*
 17 *Code for the Village of Sister Bay in such fashion that quarries are allowed as a conditional use*
 18 *in the B-1 General Business District to order.*

19
 20 Bill Wegehaupt of 10579 Fieldcrest Road indicated that he is against allowing quarries as a
 21 conditional use in the B-1 General Business District as it will have negative impacts on the
 22 people who live in the surrounding residential neighborhood. The dust from the current quarry
 23 operation goes everywhere and the noise is very distracting.

24
 25 Steve Musinsky of 10519 Fieldcrest Road indicated that he also is opposed to allowing quarries
 26 as a conditional use in the B-1 General Business District. He then read a prepared statement
 27 aloud, and also indicated that if a home is in close proximity to a quarry the ability of a
 28 homeowner to actually obtain a mortgage could be affected.

29
 30 Brandon Small indicated that he understands the neighbors' concerns about the quarry, but
 31 pointed out that the current quarry could be operated for an indefinite period of time. If the
 32 new proposal is accepted the quarry would be shut down in ten years and a reclamation plan
 33 would have to be adhered to.

34
 35 *At 6:01 P.M. Lienau asked if anyone else wished to comment, and when no one responded he*
 36 *declared that the public hearing was closed.*

37
 38 Howard indicated that he hasn't heard anything this evening which convinces him that quarries
 39 should be allowed as a conditional use.

40
 41 Solomon noted that he realizes there are "two sides to the story", but based upon what he
 42 heard this evening he believes the quarry operations should remain as they are right now as
 43 eventually the useful life of the quarry will expire.

44
 45 Lundquist pointed out that whatever action the Commission takes "it's a gamble". He also
 46 stated that he believes the adjoining property owners should be fully advised of what is being
 47 proposed and what the consequences of that proposal could be. Several of the Commission
 48 members concurred.

49

1 Denise Bhirdo noted that if a text amendment is made it would be possible to impose a “sunset
2 clause”.

3
4 *A motion was made by Bell, seconded by Grutzmacher that Agenda Item No. 1 - Discussion on
5 a request to amend §66.0320(c) of the Zoning Code in such fashion that quarries are allowed
6 as a conditional use in the B-1 General Business District, shall be tabled until the next meeting
7 of the Plan Commission so that the Commission members will have an opportunity to obtain
8 public input on this issue. To that end, prior to that meeting a fact sheet/notice shall be sent to
9 all the individuals who own property within 1,000 feet of the existing and proposed quarry
10 operations. Motion carried – All ayes.*

11
12 **Item No. 2. Discussion on a request to amend a Conditional Use Permit for Alison Beadell of
13 2259 Scandia Rd; Consider a motion for action if necessary:**

14 On October 8, 2013 the Village Board approved Ordinance No. 219, which granted a
15 Conditional Use Permit for a second dwelling unit at 2259 Scandia Road to Alison Beadell, but
16 to date she has not made any of the building modifications mentioned in that permit. Beadell
17 has now requested that her Conditional Use Permit be amended as she would like to change
18 her building plans. A copy of the revised plans was included in the meeting packets.

19
20 *A motion was made by Baker, seconded by Solomon that Alison Beadell’s request to amend
21 her Conditional Use Permit for the property located at 2259 Scandia Road is approved as
22 presented. Motion carried – All ayes.*

23
24 **Item No. 3. Discussion regarding Paul Vandermaazen’s request for a permit to erect a 6’, salt-
25 treated wooden privacy fence in the front yard at 10397 STH 57; Consider a motion for
26 action if necessary:**

27 Paul VanderMazzen has requested that he be allowed to erect a 6’, salt-treated wooden privacy
28 fence in the front yard of his residence located at 10397 STH 57. The Zoning Code does not
29 allow fencing in the front yard unless the Plan Commission grants approval. VanderMazzen
30 would like to install the fence on top of already existing berms which surround his garage as he
31 believes the fencing would help eliminate highway noise and allow for more privacy.

32
33 *A motion was made by Solomon, seconded by Howard that a permit shall be issued to Paul
34 Vandmaazen to erect a 6’ salt-treated wooden privacy fence in the front yard at 10397 STH 57.
35 Motion failed with Lienau, Bell, Grutzmacher, Baker and Lienau opposed.*

36
37 *A motion was made by Solomon, seconded by Baker that a permit shall be issued to Paul
38 Vandmaazen to erect the 6’ salt-treated wooden privacy fence which is described in the
39 document which was included in the meeting packets at 10397 STH 57, but that fence may not
40 be erected on top of the existing berm. Motion failed with Lienau, Bell, Lundquist and
41 Grutzmacher opposed.*

42
43 **Item No. 4. Discussion on a request for approval of fence materials by Norbert and Ellen Ritt
44 of 10786 N. Spring Road; Consider a motion for action if appropriate:**

45 Norbert and Ellen Ritt have requested that they be allowed to erect a 48” cedar split rail fence
46 with a mesh wire backing in the side and back yards at 10786 N. Spring Road to prevent their
47 dog from running away.

1 *A motion was made by Grutzmacher, seconded by Howard that Norbert and Ellen Ritt shall be*
 2 *allowed to erect the fence which is described on the documentation which was included in the*
 3 *meeting packets at 10786 N. Spring Road as presented. Motion carried – All ayes.*
 4

5 **Item No. 5. Review and discussion on Al Gokey’s preliminary plan submission for two**
 6 **adjoining CSM requests and a PUD request for the property known as the “Old School**
 7 **Property” at 10604 STH 57; Consider a motion to proceed to public hearing:**

8 Preliminary Site Plans, Utility Plans, Grading and Drainage Plans, and drafts of two CSM’s
 9 which were submitted by Al Gokey on behalf of Harbor View, LLC for the Old School Property
 10 at the intersection of STH 57 and STH 42 were included in the meeting packets, and the
 11 Commission members jointly reviewed all of that documentation. There are now six lots within
 12 the development rather than seven. The question arose as to whether or not there should be a
 13 public or private road within the development, and Gokey indicated that the costs would be
 14 astronomical if he were required to install a public road on his property. He also noted that
 15 whatever type of road is constructed it will not be a “through street”.
 16

17 *A motion was made by Solomon, seconded by Baker that a public hearing shall be conducted*
 18 *on Al Gokey’s preliminary plan submission for the two adjoining CSM’s and a PUD which were*
 19 *reviewed at this meeting for the property which is commonly referred to as the “Old School*
 20 *Property” at 10604 STH 57. Motion carried – All ayes.*
 21

22 **Item No. 6. Discussion on the U.S. Supreme Court case which is entitled *Reed v. Town of***
 23 ***Gilbert, AZ*; Review of relevant sections of the Sister Bay Zoning Code, (§66.0720, §66.0721,**
 24 **and §66.0722), and discussion on the implications of that case:**

25 *Jackson introduced Cody Garris, who is serving an internship with the Village, and asked that*
 26 *Garris explain the implications of the Supreme Court case which is entitled “Reed v. Town of*
 27 *Gilbert, AZ”. Based upon that case the Village’s Sign Code could be challenged in Court. In a*
 28 *rare unanimous decision the Court struck down a local government’s Sign Code as a violation*
 29 *of the freedom of speech guaranteed by the First Amendment. Discussion took place regarding*
 30 *this issue, and it was eventually the consensus that the Village’s current sign regulations shall*
 31 *stand.*
 32

33 **Item No. 7. Discussion on the Village of Sister Bay Sign Code:**

34 Grutzmacher noted that a number of banners have been erected at the corner of Mill Road and
 35 N. Bay Shore Drive, and believes that display is quite unsightly and could be considered
 36 “overkill”.
 37

38 *It was the consensus that the Village’s Maintenance Department employees shall be*
 39 *asked to make a concerted effort to see that any banners which are erected on the*
 40 *Village’s banner posts are displayed in a tasteful fashion.*
 41

42 Grutzmacher also noted that she has heard comments that the Parks Committee and the Marina
 43 Committee have granted permission for a mural to be painted on the Boathouse, and asked if
 44 this is a permitted activity. It is her contention that before any final decisions are made
 45 regarding the mural content a referral should be made to the Plan Commission.
 46

47 *The Commission members requested that a draft of a Mural Code be prepared and presented to*
 48 *them at a future meeting.*
 49

1 **Item No. 8. Discussion regarding §66.0501(b)(3)(e) - Accessory buildings in the Front Yard**
 2 **Setback Area; Consider a motion for action if necessary:**

3 Lee Callum indicated that he would like to construct a two car garage on his property, but the
 4 preferred location is technically considered to be the “front yard”. It is his understanding that
 5 §66.0501 of the Zoning Code states that accessory buildings are not permitted in front yards. In
 6 the past requests such as this were referred to the Zoning Board of Appeals, but Jackson is
 7 unsure that Callum would be able to prevail as he would have to prove that there is a
 8 “hardship”.

9
 10 Jackson believes it would be best for requests such as this to be considered on a case-by-case
 11 basis. If this were to occur the requests would have to be treated as a conditional use.

12
 13 *A motion was made by Solomon, seconded by Bell that a Zoning Code text amendment which*
 14 *states that accessory buildings shall be allowed in the front yard setback area of the R-1 District*
 15 *as a conditional use shall be drafted and presented to the Plan Commission members at their*
 16 *next meeting. Motion carried – All ayes.*

17
 18 **Item No. 9. Discussion on conversion of Mariners Pointe Dr. from a public road to a private**
 19 **road; Consider a motion to refer for further action:**

20 Representatives of the Mariners Pointe Homeowner’s Association have expressed concerns that
 21 since construction has started on the Old Ballfield Property traffic within their development has
 22 increased dramatically. They are wondering if Village officials would consider converting
 23 Mariners Point Drive from a public road to a private road.

24
 25 *A motion was made by Baker, seconded by Grutzmacher that the Village is not interested in*
 26 *converting Mariners Point Drive to a private road. Motion carried – All ayes.*

27
 28 **Item No. 10. Report by the Zoning Administrator regarding development activities, various**
 29 **enforcement actions, and issuance of Sign and Zoning Permits:**

30 Jackson gave the following oral report:

- 31
 32
- 33 • Work on the Bay Shore Drive Line Burial Project is substantially completed.
 - 34 • Work is progressing on the Sledding Hill. Hockers Excavating will complete this project
 35 once all the work on the beach has been completed.
 - 36 • The anticipated substantial completion date for the Beach Reconstruction Project is
 37 August 6th. There were cost under-runs, and the Parks Committee decided to use those
 38 funds to construct a reclaimed paver sidewalk around the entire beach. The pavers were
 39 taken out of the brick parking lot on the former Helm’s property. The swim buoy permit
 40 was just received last week.
 - 41 • Midwest Sunsplash is scheduled for August 7th and 8th.
 - 42 • The search for a new Finance Director will resume at the end of July. One of the Parks
 43 employees will be on medical leave for three to four months, and Joe Baldarotta will be
 44 returning as the Ice Rink Manager.
 - 45 • Sales are up considerably at the Marina. The Marina Guest Events have also been a huge
 46 success.
 - 47 • Movies in the Park are being conducted on a regular basis and data is being compiled
 48 regarding attendance rates.
 - 49 • The Village’s website has been entirely refurbished but there still are a few “kinks” which
 have to be worked out.

- 1 • Construction has started on the Niagara Ridge Development.
- 2 • Keith Garot has not met the deadline agreed to in his Development Agreement, but
- 3 Jackson just learned that revisions were made to the engineering plans for that
- 4 development.
- 5 • Enforcement letters were sent to four individuals regarding an unscreened propane tank,
- 6 unkempt vegetation and illegal parking of a boat(s).
- 7 • He made four site visits and spoke with the owners/occupants of those properties
- 8 regarding placement of a machine in the right-of-way, an unpermitted sandwich board
- 9 sign, an unpermitted real estate sign, and display of unpermitted fireworks.

10
11 Jesse Johnson has placed a temporary goat pen in front of The Creamery. Such an appurtenance
12 is technically not permitted.

13
14 *Discussion took place regarding the goat pen issue, and it was eventually the consensus that*
15 *Jackson shall contact Jesse Johnson and inform him that if he wants to continue to display goats*
16 *in the pen after the work is completed on the Bay Shore Drive Reconstruction Project, he must*
17 *submit a Zoning Permit Application and appear before the Plan Commission.*

18
19 **Item No. 11. Discussion regarding matters to be placed on a future agenda or referred to a**
20 **Committee, Official or Employee:**

21 *It was the consensus that the following issues shall be placed on a future agenda or referred to a*
22 *committee, official or employee:*

- 23
24 • *The Plan Commission will be asked to determine whether or not the propane tank*
25 *Denise Bhirdo referred to at the beginning of this meeting is in the front yard of a*
26 *residence on Maple Drive.*
- 27 • *At the August Plan Commission Meeting a public input session shall be conducted on a*
28 *request to amend §66.0320(c) of the Zoning Code in such fashion that quarries are*
29 *allowed as a conditional use in the B-1 General Business District. Prior to that meeting a*
30 *fact sheet/notice shall be sent to all the individuals who own property within 1,000 feet*
31 *of the existing and proposed quarry operations.*
- 32 • *At the August Plan Commission Meeting a public hearing shall be conducted regarding*
33 *Al Gokey's preliminary plan submission for two adjoining CSM's and a PUD for the*
34 *property which is commonly referred to as the "Old School Property" at 10604 STH 57.*
- 35 • *At the August meeting of the Plan Commission a draft of a Zoning Code text amendment*
36 *which states that accessory buildings shall be allowed in the front yard setback area of*
37 *the R-1 District as a conditional use will be considered.*
- 38 • *The downtown parking space safety issues which Denise Bhirdo referred to at the*
39 *beginning of this meeting shall be referred to the Parks, Properties & Streets Committee*
40 *and the Bay Shore Drive Oversight Committee.*
- 41 • *A draft of a Mural Code shall be prepared and presented to the Plan Commission for*
42 *consideration at a future meeting.*
- 43 • *The Village's Maintenance Department employees shall be asked to make a concerted*
44 *effort to see that any banners which are erected on the Village's banner posts are*
45 *displayed in a tasteful fashion.*
- 46 • *The Plan Commission will consider Beacon Marine's request to allow parking of boats in*
47 *the R-1 District at a future meeting, and, if that request is deemed to be appropriate,*
48 *recommend a proper course of action.*

1 **Adjournment:**

2 *A motion was made by Grutzmacher, seconded by Baker to adjourn the meeting of the Plan*
3 *Commission at 9:17 P.M. Motion carried – All ayes.*

4

5 Respectfully submitted,



6

7 Janal Suppanz,

8 Assistant Administrator

1 **WATER, SEWER COLLECTION, AND STORMSEWER**
 2 **COMMITTEE MEETING MINUTES**
 3 **Tuesday, May 5, 2015**
 4 **Sister Bay Fire Station**
 5 **2258 Mill Road**
 6 **(Unapproved Version)**
 7
 8
 9

10 The May 5, 2015 meeting of the Utilities Committee was called to order by Committee Chair
 11 Patrick Duffy at 7:30 AM.

12
 13 **Present:** Committee Chair Patrick Duffy, and Member Scott Baker.

14 **Staff Members:** Village Administrator Zeke Jackson (7:40 AM), Utility Manager Steve Jacobson,
 15 Utility Supervisor Mike Schell, Finance Director Juliana Neuman, and Utility Clerk Martha
 16 Baker.

17 **Also Present:** Fire Chief Chris Hecht and Attorney Randy Nesbitt (via phone).

18 **Absent:** Member Shane Solomon.
 19

20 **Consider a motion to recess until conclusion of Utilities Committee – (WWTP) meeting**

21 *A quorum was not present for the May 5, 2015 meeting of the Wastewater Treatment Plant*
 22 *Utility Committee meeting.*

23 **Absent:** Committee members Solomon, Forkert, Sauer, Anderson, and Administrator Kalms.
 24

25 **Approval of the Agenda:**

26 *Motion was made by Duffy, seconded by Baker, to approve the May 5, 2015 agenda as*
 27 *presented. Motion carried – all Ayes.*
 28

29 **Approval of the April 14, 2015 meeting minutes:**

30 *Motion was made by Baker, seconded by Duffy, to approve the April 14, 2015 minutes as*
 31 *presented. Motion carried – all Ayes.*
 32

33 **Public Comments and Correspondence**

34 No comments or correspondence.
 35

36 **Discussion Items**

37 **1. Administrative Related:**

38 **a. Discussion on proposed water tower**

39 Jacobson said he sees three choices regarding the proposed water tower. One would be to
 40 build the water tower within the next two years. Another would be to build at a later time and
 41 begin refunding water tower impact fees yearly until the tower is built. Another would be to
 42 refund all impact fees and reevaluate the water system. He talked about the CUPAC Study and
 43 spoke briefly about the fire flows and pressure at the northern end of the system. Jacobson said
 44 there are several large volume customers mentioned in the CUPAC Study that no longer exist
 45 and projections from the study have not been met. He talked about projections for future

1 development, citing the Garot project, the old ball field project, and the old school house
2 development. Jacobson pointed out that the CUPAC Study addresses future pressure and fire
3 flows needs.

4
5 Village/Town Fire Chief Chris Hecht spoke to the committee regarding fire flows. Hecht said
6 his concern is that whatever improvements are made, it needs to be a year-round solution and
7 not just a peak-time solution. He said 2000 gallons per minute for three hours would be
8 needed to satisfy ISO requirements, but he thinks that is an unrealistic goal. There was
9 discussion regarding sprinkler systems in buildings. Hecht told the committee the fire
10 department can augment hydrant flows directly from the waters of Green Bay. He said the fire
11 department has begun using compressed foam which has decreased the need for water flow by
12 more than half.

13
14 Jacobson said he recommends postponing the building of the water tower until 2019 which
15 would require refunding approximately \$7,000 of impact fees next year. Jackson talked about
16 creating a new ordinance regarding water system improvements. Jacobson suggested
17 contacting Attorney Nesbitt to answer all questions regarding the existing ordinance and
18 creating a new ordinance.

19
20 *After further discussion Duffy made a motion to recommend to the Village Board to postpone*
21 *building a water tower, reevaluate needs, and begin refunding impact fees according to the*
22 *schedule provided by Utility Clerk Baker and at the same time create a new ordinance that will*
23 *allow collection of impact fees for future water system improvements. Motion seconded by*
24 *Baker. Motion carried – all Ayes.*

25
26 Jacobson told the committee that Liberty Grove Utility District #1 had enacted an ordinance
27 regarding water tower impact fees at around the same time as the Village. Liberty Grove will
28 need to be notified so they can begin to refund impact fees as well.

29
30 Attorney Nesbitt reached the committee by phone and said he would work on amending the
31 current water tower impact fee ordinance and creating a new water system improvement
32 ordinance.

33 **2. Collection System Related**

34 **a. New DNR required CMOM draft review for Sister Bay**

35 Baker said he looked at the draft CMOM and approves of what has been submitted. Jacobson
36 stated that the CMOM will be a very helpful tool for employees and committee members in the
37 future. Jacobson said the County GIS system will also be a helpful tool for mapping.

38
39
40 *Baker made a motion to approve the draft CMOM for adoption, seconded by Duffy. Motion*
41 *carried – all Ayes.*

42 **4. Stormsewer System Related**

43 Jackson said he would like to have discussion in the near future regarding Stormsewer
44 improvements for Bluffside Road, Maple Road, and the beach side of Mill Road. Duffy would
45 like to see the Bay Shore Drive project completed first. Jackson would like to see a proposal
46 from R.E. Lee & Associates for the improvement work.
47

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5. Extensions

a. None

6. Matters to be placed on a future agenda or referred to a Committee, Official, or Employee:

- Stormsewer improvements for Bluffside Road, Maple Road, and the beach side of Mill Road.

Adjournment:

A motion was made by Baker, seconded by Duffy, to adjourn the May 5, 2015 meeting of the Water, Sewer Collection, and Stormsewer Utilities Committee at 9:00 AM. Motion carried – all Ayes.

Respectfully submitted,

Martha Baker

Utility Clerk

Name: h:\files\active\agendas\utilities\2015\2015_05\050515 water sewer stormwater comm minutes - unapproved version
1.doc Created: 05/13/2015 8:00 AM Printed: 5/14/2015 12:47 PM