

VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Planning, Property, Information Technology

DATE: May 28, 2019

TO: JOSEPH ZURFLUH

cc: BETSY MANCL
DANA DUNCAN
LUANN MARTINSON
DIANE TREMMEL
PATRICK ARENDT

ERIK SAYLOR
SUE MITCHELL
TIARA GRUNDEN
LONN RADTKE

JP LACHAPELLE
DAILY TRIBUNE
WFHR/WGLX
NICK ABTS

Purpose of Meeting: **Regular Monthly Meeting**

Attendance: L. Martinson, E. Saylor, D. Dunca, L. Fuehrer

Citizens: Jim Lucas

Subjects Discussed, Action Taken, and Board Action Required:

1. **Call to order:** Meeting called to order by L. Martinson at 5:00p.m.
2. **Roll Call:** All present except J. Zurfluh, Excused.
3. **Approve the Agenda:** **MOTION** (Duncan/Saylor) to approve the agenda. Motion carried.
4. **Approve the previous months minutes:** **MOTION** (Duncan/Saylor) to approve minutes of the April 30, 2019 meeting. Motion carried.
5. **Public comments on agenda items:** None
6. **Committee Chairman's comments:** None.
7. **Medical Arts Remodel Update:** The Village crew found a 2-year-old window leftover from Edgewater that can be used in the administrator's office instead of purchasing a proposed \$10,000 custom window. Also discussed about closing up the door in the office to save money and energy.
8. **Medical Arts Signage – Name & Design:** Nothing was heard back from Rapids Sign yet. Lorelei is going to see if she can get a couple bids from other companies. It was discussed to possibly name the boardroom building the Marshal Buehler Center and maybe change the medical arts building to the municipal building.
9. **Village Facebook Page:** It was discussed to have the Administrative Assistant position setup a Village Facebook page so that important information can be passed to the residents in a quicker fashion. Dana would also like to see if we could tie that into an Instagram and Twitter account.
10. **Review on updating of regulations on accessory building:** Lorelei discussed that the ordinance for accessory buildings is outdated and needs to be adjusted to reflect size requirements of the lot and building size.

11. *Future Agenda items:* Special PPIT meeting to approve construction change orders and accessory building ordinance.

12. *Next meeting date:* June 6, 2019 at 4:30pm

13. *Adjourn:* Adjourned at 6:15pm.

LuAnn Martinson – Chairman

LM:es

DRAFT