



**VILLAGE OF WAUSAUKEE  
BUILDINGS, PARKS AND GROUNDS  
COMMITTEE MEETING**

*(Committee members: \*Mack McKim, Randy Schmidt, and Pat Tracy)*

**WEDNESDAY, MARCH 13, 2019  
WAUSAUKEE VILLAGE HALL  
428 HARRISON AVENUE**

**10:00 AM**

**MINUTES**

1. Call to Order – Chair Mack McKim called the meeting to order at 10:03 am. Committee members in attendance were Randy Schmidt and Pat Tracy. Also present were President Hilbert Radtke, Clerk/Treasurer Sara Pullen, Public Works Supervisor Dennis Whitton, Jr., Trista Hobbs with U.P. Engineers, Darryll Schmidt, and Ruth Jicha.
2. Pledge of Allegiance
3. Approval of Agenda – Tracy made a motion seconded by Schmidt to approve the agenda as printed. Motion carried.
4. Discussion – Evergreen Park Improvement project scope and design changes/finalization.  
– Hobbs presented several detailed design drawings of the park upgrades for the Committee’s inspection including electrical upgrades, water and sewer utilities, bathroom facilities, ADA accessible fishing platform, overflow/visitor parking lot, and the pavilion expansion. The drawings had additional detail and specs as decided upon at the last meeting of the Committee. Hobbs stated that she would like to get all items out to bid by mid-April if possible.

Regarding electrical upgrades, Hobbs stated that she had received a quote from WPS to install underground electric throughout the lower campground at a cost of \$11,400 as well as an additional quote to install the electric underground to the first pole only for a cost of \$8,500. The cost to upgrade the existing overhead service was estimated at \$500. She reminded the committee that installation of underground utilities is outside the project scope and would solely be the financial responsibility of the Village. Hobbs continued that WPS would require an easement for access to the utilities if the Village decided to go with underground electric. After discussion, the Committee will recommend to the full Board to install underground electric the entire length of the lower campground for a cost of \$11,400.

The Committee agreed to include conduit stubs in the mechanical chase area of the restroom facility for potential installation of natural gas and wi-fi in the future. They also would like to see the sewer line stubbed out at the west end of the campground for possible connections (i.e. upper campground).

The Committee decided on natural gas for the water heaters in the new restroom facility. Total cost estimates from WPS were estimated at \$500 - \$1,000. They would like to see sites 27, 28, 41, and 42 closed for the season to allow for grading and restroom

construction. Pullen will try and relocate campers who have already booked those sites for the season if possible.

The Committee agreed to include a hose spigot inside the new pavilion for ease of cleaning.

Pullen will work with WPS to get an easement agreement drafted for the underground utilities. Hobbs stated that the grant agreement has not yet been signed, and while it is legal to bid before signing the agreement, it isn't something she's comfortable with. Pullen stated that a special meeting could be called as soon as the agreement is ready so that the project can go out for bid in mid-April as anticipated.

5. Adjourn – Tracy made a motion seconded by Schmidt to adjourn the meeting at 11:50 am. Motion carried.

Submitted by SP

*\*Indicates Committee Chair*