

**TOWN OF GIBRALTAR  
REGULAR MONTHLY MEETING  
WEDNESDAY SEPTEMBER 7, 2016**

**Approved: October 5, 2016**

**Call to order:** Dick Skare, chairman called the regular monthly meeting to order at 7:00 p.m.

**Roll call / quorum:**

Board members present: Dick Skare, Brian Merkel, Steve Sohns, Brian Hackbarth and Barb McKesson

**Agenda/proper notice/adopt agenda:** *Motion: (McKesson, Sohns) to approve as amended (striking #14 and #17). Carried*

**Approve minutes of previous meeting(s):** *Motion: (Merkel, Hackbarth) to table the minutes of August 3, 2016. Carried*

**Committee reports**

Parks & Lands Committee: Brian Hackbarth worked on the 2017 budget request for town board.

Fire Department & EMRs: Chief Anderson reported the past month was as busy as July. A hands-on fire extinguisher training was done with Gibraltar School teachers. Recruitment efforts will continue at the school. Having 2 police officers has been a huge benefit for EMR response.

Noble House: Barb McKesson stated the next Gibraltar Talks “History of Bayside” will be on September 22<sup>nd</sup> at 7:00 p.m.

Watershed/Plan Commission: Linda Merline stated a test was recently done at the bridge. The honeysuckle challenge continues during the month of October. An article was in the newsletter about the River Planning Grant. Discussion continues on Town vs. County zoning.

Airport: Nothing to report.

Harbor Commission: Dave Harris stated Officer Farley has been down at the dock and is valuable resource. Fall hours 10-4 weekdays and 9-5 weekends. It has been and continues to be a good season.

Room Tax: Nothing to report.

Building Committee: Karl Stubenvoll stated 2 building inspections remain for the year. Progress with Town Shop buildings - the concrete has been poured and the well drilled.

Clerk: Beth Hagen stated the office has been busy with budgets and preparing for the November election.

Door County Coastal Byways: Beth Hagen reported the council did not meet last month but will be meeting on September 22<sup>nd</sup> at 8:30 a.m. at the Sevastopol Town Hall.

Chairman: Dick Skare stated the annual Chambers Island inspection trip is scheduled for next Wednesday with the building and parks and lands committees in attendance. The Maintenance crew has cleared High Plateau for paving.

County Supervisor: Steve Sohns stated a meeting at the senior center garnered input from seniors on their concerns. A sample of the soda blasting was done. The wood appeared as it had just been built in the 1930's.

**Public comment:**

- Nina Resler asked on behalf of her father, that a variance be given on the Blossomberg Cemetery rules.

**Special Event Request: National Multiple Sclerosis Society, Challenge Walk September 16, 2016 Use of Clark**

**Park 7-8:30 a.m.:** The Society requested use of Clark Park on September 16<sup>th</sup>. Also needed but not listed on the event request are 5 small yard signs, 1 banner not to exceed 24 square feet, 3 parking spaces and 1 10' x 10' tent.

*Motion: (Hackbarth, McKesson) to approve the application as amended to include 5 small yard signs, 1 banner not to exceed 24 square feet, 3 parking spaces and 1 10' x 10' tent. Carried*

**Building Committee appointment:** Two letters of interest were received, James Bator and Tony Fiorato. *Motion: (McKesson, Sohns) to appoint Tony Fiorato to the Building Committee. Carried*

**Determination of fire department options:** A 1, 3, and 5 year plan was presented by Chief Anderson. Mid Door Executive Committee will begin meeting on a regular basis. Recruitment will always be a priority. Year 5 is a retrospective year. A fire district is always a valuable option to be considered. A contract for service is not considered an option by the current volunteers. The CERT Program is not limited to the island it can be used on the mainland as well.

**Harbor Commission vendor recommendation on West dock 2017 season:** Dave Harris recapped the process that took place yielding the 2 proposals that were received by Fish Creek Scenic Boat Tours (FCSBT) and Door County Adventure Rafting. The Harbor Commission recommended the board accept the proposal from FCSBT.

*Motion: (Merkel, Hackbarth) to accept FCSBT 20678.27 plus 1.5% increase. Carried*

**Financial information on bond issues:** Dave Harris stated that municipal security rules have drastically changed in the last 15-20 years. To get any financial information from an underwriter the town would need to engage a firm (no cost, on a non-binding basis) by using a letter of intent.

**RBC Underwriter Letter of Intent:** This is a standard letter of intent that will be required of the town by underwriters for bond proposals/information. *Motion: (Hackbarth, Sobns) to table for next month's meeting for multiple vendor letters of intent. Carried with Skare opposed.*

**Financing options for Town Shop:** Over a year ago we began conversations with Baylake Bank (now Nicolet National Bank). The town used funds on hand to payout design/engineering and construction invoices as needed. A resolution declaring official intent is needed for a reimbursement loan. Reimbursements can be made with loan proceeds within 60 days of bill payment. There are a few exceptions to the 60 day rule. The exceptions will be determined by Nicolet National Bank. Currently \$42,496 has been spent prior to the 60 day timeframe. Within 60 days \$365,730.89 has been paid out. Those payments that have not been exempted will be considered "taxable" and will carry a slightly higher interest rate.

**Financing options for York Trust property purchase:** A bank loan vs. bond was discussed. Banking institutions will be contacted for loan proposals. *Motion: (Hackbarth, Sobns) to contact various institutions for proposals for the October agenda. Carried*

**Municipal employee health coverage options/proposals:** Proposals for 2017 health coverage were received and reviewed for consideration at the next monthly meeting. Options included high deductible, copay and HMOs from various vendors; stipends in lieu of coverage were also mentioned.

**Advertise for lighting engineer:** The ad was reviewed with date and time amended to 3 p.m. on September 26<sup>th</sup> due date. *Motion: (Hackbarth, Sobns) to approve the ad as amended. Carried*

**Identification, timing and coordination of municipal projects:** A final Waterfront Steering Committee meeting is anticipated the week of September 26<sup>th</sup>. SEH will need time to make any changes to the draft to forward to the town board for final approval. The York property will be added to the plan.

Projects include:

- WPS will look at the cleaning up the street crossing lines on Main in the village area through Sunset Beach Park. An option to bring power in from Bluff for the businesses on Main Street
- A definitive plan for the village area for bike/ped plan is needed
- Lighting
- Streetscaping/clean up at HNR lot
- Streetscaping at Main/Cottage Row to Sunset – lighting, angle parking, walking paths
- Wayfinding - Welcome sign to Cty A and 42.
- Fish Creek Beach – solidify a plan, open the property up for 2017, determination on vortechnic unit, imitations with county zoning
- RFP for streetscaping/parking in the area of Sunset Beach and Cottage Row to Ula Street
- Parking lot
- Wayfinding (area to be determined later)

Funds will need to be budgeted for the various projects to move the projects forward. *Motion: (Hackbarth, McKesson) to bring back an RFP for wayfinding. Carried Merkel and Sobns opposed.*

**Continued discussion on scope and coordination of Hwy 42 project issues:** Discussion combined with the previous agenda item.

**2016-17 Operators licenses:** *Motion: (Hackbarth, Merkel) to approve the 2016-17 operators licenses as presented. Carried*

**Payment of bills:** *Motion: (Hackbarth, McKesson) to pay the bills as presented. Carried*

**Adjourn:** *Motion: (Sobns, McKesson) to adjourn at 10:43 p.m. Carried*

**Respectfully Submitted,**

Beth Hagen, Clerk