

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

Approved: January 4, 2017

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

Roll call/quorum:

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

Board members absent: Brian Merkel

Agenda/proper notice/adopt agenda: Item #8 will be moved to after the payment of bills. #19 has been removed. *Motion: (Hackbarth, Sohns) to adopt the agenda as amended. Carried*

Approve minutes of previous meeting(s): *Motion: (Hackbarth, McKesson) to approve the minutes of the Public Budget Hearing on October 12, 2016 as presented. Carried Motion: (Sohns, Hackbarth) to approve the minutes of the Special Meeting on October 26, 2016 as presented. Carried Motion: (Hackbarth, McKesson) to approve the minutes of the Public Budget Hearing on October 26, 2016 as written. Carried Motion: (Sohns, McKesson) to approve the regular meeting minutes of November 2, 2016 as written. Carried Motion: (Hackbarth, McKesson) to approve the Public Budget Hearing minutes of November 16, 2016 as written. Carried Motion: (Sohns, McKesson) to approve the Public Budget Hearing minutes of November 22, 2016 as presented. Carried*

Committee Reports:

Parks & Lands: Brian Hackbarth stated the “Giving Tree” has been received; a location in the town center will be determined at the next meeting.

Fire Department/EMR: Fire Chief Anderson stated there are 2 new members in the fire and EMR this month. A reminder was given to have chimneys cleaned and inspected.

Noble House: Barb McKesson reported that the house is closed for the season. A tree lighting ceremony will be held Saturday at 6:00 p.m.

Watershed: Linda Merline stated the final test was done last week and the thermistor has been taken out of the creek. The date from the thermistor will be made available. The Shedd Aquarium study on suckers will be resumed in the Fish Creek watershed.

Airport: Brett Lecy reported clear cutting on airport property has taken place over the last few days; it will continue over the next few weeks. This is what the FAA deemed necessary to keep the airport open.

Planning: Linda Merline reported the commission met last week with a continued conversation on town/county zoning recommendation. Two zoning map amendment petitions were also heard and are on the town board’s agenda tonight.

Harbor Commission: No report.

Room Tax: Bill Weddig stated a 5% increase of revenues is expected.

Building Committee: Karl Stubenvoll reported the committee did not meet this month but will meet next Monday. Construction on the new shop remains busy.

Clerk Report: Beth Hagen stated the November 8th election recount is finished.

Law Enforcement: Police Chief Andy Crowell reported the community is seasonally quiet.

Kufrin Consulting: Bob Kurfin reported

- Multi modal path: the extension of the multi modal path from the YMCA to Northhaven is possible to have in the ROW with an estimate of \$87,000 with construction easements.
- Spring Road: There are different sections where the road is not in the center of the ROW. The box culvert could be extended. The county estimates a cost to reconstruct the road in its proper location would range from \$291,000 - \$363,000.
- Boat Trailer Parking Lot: Resurfacing the portion closest to the road at least 18 additional parking spaces could be added. Reorienting the entrance to the parking lot was recommended as a far more visible entrance and the current east entrance converted to an exit. Adding streetlighting to the lot would offer a greater feeling of safety which would encourage use.

DCCB: Nothing to report.

Public Works: Nothing to report

Chairman: Nothing to report.

County Board: Supervisor Steve Sohns stated the bid documents for senior center were reviewed. The documents will go out with bids due back in January. Septic tanks on Chambers Island have been inspected and those needing to be replaced will be done in 2017.

Public Comment:

- Tony Fiorato expressed concern on level of communication given on the clearing at the airport.
- Tony Bryzek and Mark Richard commented on the Peninsula Gun Club zoning request.
- Peter Swanson expressed concern on a rezoning of the Peninsula Gun Club property.
- Mike Mittermann expressed concern on the Dresselhuys proposal.
- Chris Zimmermann expressed safety concerns in regard to the Peninsula Gun Club property.
- Brian Siberlic expressed support for the opportunity being afforded to the town by Dresselhuys proposal.

Kufrin Consulting Status: Kufrin stated he is at the point needing further direction by the board. The parking lot and multi modal path with a more specific design could proceed this coming spring. A connection/crossing to the park would be beneficial. The multi modal path is 10' wide. The bike/ped plan calls for 10' standard. If the path was narrower it would allow for more siting opportunities. The southern end of Spring Road is in the worst condition. Staged amounts on the road could be more doable. Surveys are the next step but will be addressed at another meeting. The parking lot could be staked out and a draft layout created. Mixed parking could include camper, boat trailer pull through, auto, bus and a trolley pick up. Sohns emphasized wanting the parking lot maximized and done correctly.

Consideration of Public Safety Administrator Position: Skare recapped previous discussions. The conversation began in 2015 to reduce the paperwork burden on the volunteer Fire Department/EMRs. Questions/comments brought forward:

- What is trying to get accomplished - administrative burden lightened. Do we want to move forward in establishing the position?
- Anderson - potentially a good idea given proper guidelines and time.
- Crowell - with guidance from the board it would be beneficial in assisting the fire and police departments.
- Skare the original intent was that Crowell would handle administration paperwork in the winter.
- Hackbarth – a temporary position, but move forward with a full time fire chief first. That is the greater need in the fire department.
- Crowell - a public safety type department a public safety administrator. The board is already creating this type of department by requiring position requirements of fire and EMR in law enforcement.
- McKesson – consider
- Sohns – it originally was a clerical position like secretary or clerk.
- Anderson - knowledge base of fire department is needed.
- McKesson – use Crowell and Anderson as interim and put the full time fire chief on the front burner.
- Crowell – he may not be able to work public safety during the season, law enforcement would be full time. Peninsula Park will have no law enforcement in 2017; complaints will be directed to our department.
- Skare – 1 year term
- Anderson and Crowell to create an interim Public Safety Administrator model to be presented to the town board.
- Sohns – can law enforcement go from 2 to 1.75 to assist with fire department hours?
- Crowell to get previous year's law enforcement incidents for board.

Motion: (Skare, McKesson) to have Crowell and Anderson create an interim public safety administrator model. Carried

Approval to dispose of excess/outdated fire department equipment: Fire Chief Anderson stated that obsolete equipment be sold. *Motion: (Sohns, Hackbarth) to have the fire department move forward with selling surplus equipment. Carried*

Remove from the table Town Shop boom: *Motion: (McKesson, Hackbarth) to remove from the table Town Shop boom. Carried*

Determination of Town Shop boom purchase: model, vendor and funding: Three bids for a trailer mounted TZ-50 boom with gas Honda 5.5HP charging system were reviewed. Vendor included: Fairchild, Fabick and Wolter Group LLC.

Fairchild \$42,928 training +\$800, annual inspection +\$250 plus travel, spare tire +\$577, suggested battery charge indicator +\$539.

Fabick \$42,774 training, spare tire and battery charge indicator are included. An annual aerial lift inspection is \$97. A flashing beacon would be an additional \$187.

WolterGroup LLC will not be considered more expensive

Motion: (Hackbarth, Sobns) to go with the TZ-50 boom as quoted by Fabick of \$42,774 and the optional beacon for an additional \$187. Carried Motion: (Hackbarth, McKesson) to pay for the TZ-50 with CIP funds. Carried

PBS Restroom option report for Public Beach: The PBS report on the York property residence has been received. The report will be forwarded to FCSO #1. It is preferable to have a PBS representative to give the report. How is the well size determined for the need? Septic most likely need to be increased. The current system serves 2 other homes. Skare stated as the report was just received it starts the conversation and the limited other options there may be.

Petition for Zoning Amendment – Peninsula Gun Club (parcel #014-01-09302744A) to

rezone from Heartland-5 to Countryside-5: Linda Merline detailed the Peninsula Gun Club request for rezoning a 20 acre parcel. If zoning change was granted it would also require a conditional use permit. Plan Commission recommendation was not to support petition with Hackbarth and Minten opposed.

The Town Board did not feel that it was spot zoning. If the zoning request was granted it would still require a conditional use permit. It was mentioned that any parcel has the possibility of being overlooked. An additional point made was that the town permitted this use prior to the adoption of county zoning. As the Peninsula Gun Club is trying to make the facility a safer place for club members/users and neighboring residents. Hackbarth stated the option of adding a conditional use permit requirement under the Gibraltar table of principle uses was suggested by Planning Director Mariah Goode in a conversation about a similar petition. *Motion (Hackbarth, Sobns) to either rezone the property or to add a “C” to the current zoning in the Gibraltar table of principle uses. Carried unanimously.*

Petition for Zoning Amendment – Jeff Stangel on behalf of Donn Dresselhuys

(parcel #014-02-35312733A2) to rezone from Heartland-5 to Neighborhood Residential: Linda Merline detailed the petition request. The Plan Commission recommendation was to not support the rezoning.

The board felt that it was spot zoning and out of character with the neighborhood. Consistency for land utilization within the residential neighborhood would not be maintained. Neighborhood residential applies mainly to condominium complexes of which none are in that area. The need for employee/seasonal housing is supported in the plan. It is recognized by the board as a need that has to be addressed but not at this location. The plan called for this housing density on sewer. If this type of housing had been included with the future Northern Sky Theatre development across the road this request may have been looked at differently. *Motion: (McKesson, Sobns) to not support the petition for zoning amendment – Jeff Stangel on behalf of Donn Dresselhuys (parcel #014-02-35312733A2) to rezone from Heartland-5 to Neighborhood Residential. Carried unanimously.*

Approval of formal documentation to WisDOT on requested inclusion of sidewalks into the highway project design: A larger discussion should be had with Gibraltar Schools and Peninsula School of Art on construction type, costs and responsibilities. *Motion: (McKesson, Sobns) to contact Jeremy Ashauer of the DOT and formally document the town’s request for inclusion of sidewalks into the highway project design. Carried*

Approval of temporary limited easement for Potential Parkland 4(f) Impact – WIS 42 Resurfacing, Door County – Temporary Occupancy Parcel 014-02-33312722N1 (Windmill Property):

Motion: (Hackbarth, McKesson) to approve the temporary limited easement for Potential Parkland 4(f) Impact WIS 42 Resurfacing, Door County – Temporary Occupancy Parcel 014-02-33312722N1 (Windmill Property). Carried

Road Brushing on upper Cottage Row and Brown Avenue: Skare stated trees have been flagged at the base that are either to be trimmed or removed as recommended by the tree service. This project began a few

years ago. Hackbarth want property owners to have time to weigh in on this round of trimming/removal at a future meeting. *Motion: (Skare, McKesson) to do the upper Cottage Row trimming with the chairman's supervision and notification of the property owners. Carried with Hackbarth opposed.*

Brown Avenue: Skare stated Baudhuin has surveyed of the road. No response has been received from an inquiry to Collin Dahl. The county should be contacted to get direction on brushing outside of the ROW.

Donation to Civil Air Patrol: Sohns recommended a donation of \$50 for the metal lockers at the new shop. *Motion: (Hackbarth, Sohns) to make a donation of \$50 and a thank you card to the Civil Air Patrol. Carried*

Exception to cemetery refund practice for Duclon #170: Hagen is requesting that Sherron Pearson be given the current refund of \$300 per site (4 to be returned) as opposed to the value stated on the deed from 1919 (\$5 for 8 lots). *Motion: (Hackbarth, McKesson) to refund the sites at \$300 each. Carried*

Adopt 2017 budget: *Motion: (McKesson, Skare) to adopt the 2017 budget. Carried*

Review RFP's for wayfinding, parking lot and streetscaping: Six engineering firms submitted proposals (ClarkDietz, Robert E. Lee, SEH, SmithGroup JJR, Graef and Cedar Corporation. Five of the six firms (ClarkDietz excluded) were selected to interview. Firms should come with a cost estimate, summary, cost for consulting, proposed process (number of meeting) and scope of work in project area.

Set date for wayfinding, parking lot and streetscaping consultant interviews: January 18, 2017 at 6:00 p.m. for the 5 interviews allowing 45 minutes for each interview was set.

Set date for Town of Gibraltar and Village of Ephraim joint meeting and discussion topics: No response has been received from the village to the question.

Set date for mid-December special meeting: Wednesday December 14th at 7:00 p.m. was agreed upon.

Payment of the bills: *Motion: (Sohns, McKesson) to approve the bills. Carried*

SEH Contract and set meeting dates: Presenting for SEH was Ken Taillon. Topics covered:

- Glare
- Number of poles
- Height of fixtures
- Basic level of lighting required
- Mix of decorative lighting and standard fixtures
- Types decorative fixtures
- Ability to control lighting system
- Options to pole
- Overhead lighting from WPS
- Reduction of electric road crossings
- Styles and frequency can be used to highlight areas

Motion: (Hackbarth, McKesson) to enter into enter into the supplemental agreement with SEH lighting engineering services not to exceed basic services for \$30,216. Carried

Adjourn: *Motion: (McKesson, Hackbarth) to adjourn at 1:28 a.m.*

Respectfully Submitted,

Beth Hagen, Clerk