

**TOWN OF GIBRALTAR  
SPECIAL MEETING WITH CLOSED SESSION  
PER WISCONSIN STATE STATUTES 19.85(1)(e)  
AUGUST 31, 2016  
GIBRALTAR TOWN CENTER  
4097 MAIN STREET, FISH CREEK WI 54212**

**Approved: November 2, 2016**

**Call to order:** Dick Skare, chairman called the Special Meeting to order at 9:34 p.m.

Present: Dick Skare, Brian Hackbarth, Steve Sohns, Barb McKesson and Brian Merkel

**Adopt proper notice/adopt agenda:** *Motion: (Sohns, McKesson) to adopt the agenda as posted. Carried*

**Interview Project Consultants:**

Kufrin Consulting – Robert Kufrin

- Envisions working with the office between meetings on the priorities that the board sets
- Need to get up to speed on the project as to what it means/direction needed
- Within 30 days make regular presentations on the projects
- Attend meetings as appropriate
- Authority will be determined by board.
- Coordinating projects 8-12 hours/week with weekly reports, project dependent

Robert E. Lee and Associates Inc. – Jarred Schmidt and Gayle Lindenberg

- Not to be considered a substitute for Clerk or Administrator
- Services: engineering, grant writing, municipal engineering, initial budgeting through design implementation, survey staff, environmental wetlands, native restoration. Heavy civil, highway, wastewater and water engineering. Administrative services is not the best use. A cooperative approach with Kufrin may be a better match. Strictly project management is \$90 – to low \$100's for an hourly rate. In Luxemburg they acted more like an administrator. Hobart has an administrator but still can Lee facilitated the project.

**Determination of Project Consultant:** *Motion: (McKesson, Skare) to engage Bob Kufrin until the end of the year and get some of these projects started. Direction would be given by Beth to Kufrin. Carried with Hackbarth opposed. The current funds available is \$20,000.*

**Set Initial Projects for Consultant:** Projects discussed were:

1. Spring Road
2. County vs. town zoning
3. Multi modal path from YMCA to Northhaven
4. Parking lot
5. Bluff Street bypass path in bike and ped plan (multi modal).

*Motion: (McKesson, Sohns) to approve the list of projects as discussed for Kufrin Consulting.. Carried*

**Enter closed session**

**Consider motion to convene into Closed Session pursuant to Wisconsin State Statutes, Section 19.85(e) deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. For the purchase of land for town purposes.** *Motion: (Merkel, Sohns) to enter into closed session at 10:50 p.m. Carried unanimously by roll call vote. Sohns, Skare, Hackbarth, McKesson and Merkel*

**Exit closed session:** *Motion: (Hackbarth, McKesson) to exit closed session. Carried*

**Enter into open session:**

**Approve action taken in closed session:** Pursuant to Wisconsin State Statutes, Section 19.85(e) deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. For the purchase of land for town purposes. No action was taken.

**Adjourn:** The meeting adjourned at 11:28 p.m.

Respectfully Submitted,

Beth Hagen, Clerk