

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY, JANUARY 4, 2017**

Approved: February 1, 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, Barb McKesson and Brian Merkel

Board members absent: None

Agenda/proper notice/adopt agenda: *Motion: (Hackbarth, McKesson) to adopt the agenda as amended, moving #20 to 6.5 Carried*

Approve minutes of previous meeting(s): *Motion: (Sohns, Hackbarth) to approve the minutes of December 7, 2016 as corrected. Carried*

Committee Reports:

Parks & Lands: Brian Hackbarth stated the new giving tree is set up on the table, its installation location will be on the next agenda.

Fire Department/EMR: No report.

Noble House: Barb McKesson reported that GHA is preparing for “All Things Chocolate” to be held in the Old Gibraltar Town Hall at the Winter Festival.

Watershed: Linda Merline stated there was nothing to report.

Airport: Brett Lecy stated there was nothing to report.

Planning: Linda Merline stated there was nothing to report.

Harbor Commission: No report.

Room Tax: Bill Weddig stated the unadjusted increase through October is 5.66% for Gibraltar.

Building Committee: Karl Stubenvoll reported the new town shop and cold storage are coming along well.

Clerk Report: Beth Hagen stated the deadline for submitting nomination papers for the Spring Election was yesterday at 5:00 p.m. Papers were received by: Dick Skare and Brian Merkel for town chairman, Dwyane Daubner, Steve Sohns and Brian Merkel for town supervisor. A primary will be held on February 21st for the State Superintendent of Public Instruction.

DCCB: Beth Hagen stated the council will meet on Friday, January 13th at 8:30 a.m. at the Baileys Harbor Town Hall. Topics on the agenda include non-conforming signage, an update on a WI Historical Markers/Places and an update on rock fences, stone piles, in/adjacent to ROW STH 57.

Public Works: Patrick Strantz stated there was nothing to report.

Chairman: Dick Skare stated that both the Dresslyhus and Gun Club petitions have been withdrawn. The town closed on the York property Friday. Skare spoke with Rep. Kitchens regarding law enforcement at Peninsula State Park and that the burden is being shifted to the town. Kitchens recommended sending a letter/resolution to the DNR and a copy to his office. Other topics spoken about were rural broadband and water quality. Brian Merkel questioned the incomplete status of Wandering Road; the ditch work was not completed and the road not ground down the distance requested.

County Board: Supervisor Steve Sohns stated last month legislative committee met with Rep. Kitchens on multiple issues including Peninsula Park. Bids for the BUG South Station Project are due soon. Bids will be back at the end of the month for the Senior Center.

Public Comment: None

Request for National School Choice Week proclamation: *Motion: (Skare, McKesson) not to support the proclamation request. Carried Merkel opposed.*

Remove from the table Application for Temporary Class “B:” license: Peninsula School of Art, January 14, 2017 “The Disco Ball” 3900 Cty. F, 4 p.m. – 11 p.m.: *Motion: (Hackbarth, Sohn) to remove from the table Application for Temporary Class “B” license: Peninsula School of Art, January 14, 2017 “The Disco Ball” 3900 Cty. F, 4 p.m. – 11 p.m. Carried*

Application for Temporary Class “B:” license: Peninsula School of Art, January 14, 2017 “The Disco Ball” 3900 Cty. F, 4 p.m. – 11 p.m.: Cathy Hoke detailed the request. *Motion: (Hackbarth, Sobns) to approve the Temporary Class “B” license for Peninsula School of Art, January 14, 2017 “The Disco Ball” 3900 Cty. F from 4 p.m. – 11p.m. Carried*

Status and continuation of Kufrin Consulting existing projects in 2017:

Town vs. County zoning: A number of recommendations were given to the Plan Commission from which their recommendation was created and will be presented.

Rural Path (YMCA to Northhaven): This will be updated at a future meeting.

Spring Road: Issues discussed with Pete Hurth of Baudhuin were drainage, slopes and surveys. Hurth has prepared a proposal that will be considered later in the agenda.

Bluff Lane bike/ped bypass: Given missing pieces in road vacation Baudhuin would need to be contracted to assist. It was the consensus of the board to get a quote.

Parking lot: Chris Hulber, DNR grant specialist, is exploring what can be done with the existing and adjacent parcels. Nature based recreation is typical in Stewardship awards.

Kufrin recommendation and consideration of engaging Baudhuin Engineering for engineering and surveying services on the Spring Road resurfacing project: *Motion: (Hackbarth, Sobns) to engage Baudhuin Engineering for engineering and surveying services on the Spring Road resurfacing project parts 1-3 for the sum of \$4,050; design work will be hired as needed. Carried Merkel opposed.*

Consideration to engage Kufrin Consulting on additional specific projects: There were no specific projects to be added at this time. *Motion: (Sobns, Merkel) to have Kufrin continue on the 5 projects through the end of June. Carried*

Set date for joint Town Board and Plan Commission meeting: *Motion: (Hackbarth, McKesson) to have a joint meeting with the Plan Commission on January 24th at 6:00 p.m. Carried*

Presentation of Plan Commission recommendation on Town vs. County zoning: Linda Merline presented the 3 part recommendation.

Part 1: That we actively work, in good faith, with the County Plan Department to improve the zoning services that they provide to the Town. We would expect to complete this work by one year from the date that the County approved the new County Zoning Ordinance which was September 29th.

Part 2: During this time we would continue to work towards possible separation from County zoning. Then if the town Board was not satisfied with the improvements that had been made they could proceed with separation from County zoning.

Part 3: The Plan Commission would actively work with the Town Board to improve the services that it provides to the Town.

Plan Commission appointment: The board thanked Wendy Minten for her valuable service on the commission. Two letters of interest were received on February 1st: Robert MacDonald and Karl Stubenvoll. *Motion: (McKesson, Skare) to appoint Bob MacDonald to the position. Carried with Merkel and Sobns opposed.*

FCCA request to reduce required fireworks insurance coverage: Bob Spielman requested a reduction in the amount of insurance coverage required by the town. It was noted there is a 6” shell restriction. *Motion: (Hackbarth, Sobns) to stay with the same insurance requirement as last year. Carried*

FCCA Application for Temporary Class “B”/”Class B” Retailer’s License for the 2017 Fish Creek Winter Festival February 4, 2017, 10:00 a.m. – 7 p.m. Bob Spielman stated the request for the picnic license is the same as last year with DCSD deputies to check identification and issue wristbands. *Motion: (Hackbarth, Merkel) to approve the FCCA Application for Temporary Class “B”/”Class B” Retailer’s License for the 2017 Fish Creek Winter Festival February 4, 2017, 10:00 a.m. – 7 p.m. Carried*

Special Event Request: 2017 Fish Creek Winter Festival February 3, 4 and 5 2017 Use of Gibraltar Town Hall, Clark Park, Signage, parking road closures, temporary structures, trolley stop signage, port a potties: Bob Spielman gave an overview of the event request. It was requested to amend the request to include fireworks and the closure of Spruce Street from Maple to Cedar Streets. The Alibi parking lot will be used for volunteer parking. The question of expanding the picnic license footprint was raised; Clark Park will remain the licensed area. *Motion: (Hackbarth, Sobns) to approve the special event application for the 2017 Fish Creek Winter Festival February 3, 4 and 5 2017 Use of Gibraltar Town Hall, Clark Park, Signage, parking road closures, temporary structures, trolley stop signage, port a potties with the addition of fireworks and closure of Spruce Street from Maple to Cedar Streets. Carried*

Determination on how to proceed with the beach property: Brian Siegworth of Peninsula Building Systems gave a report on the condition of the York property. The following are the points he shared:

- The approximate 1200 square foot home appears to have had several additions to the original structure from the time it was built likely in the 1930's or 1940's.
- The structure is built on a fieldstone crawlspace and shows a bit of settling but it did not appear excessive. Overall the foundation is considered poor.
- There is moderate sagging in the main area of the home's roofline along with roof/water damage near the stone chimney.
- The structure is minimally insulated with single-pane windows. Year round occupancy would likely require new windows and additional insulation.
- The condition of the attic space and crawl space areas could not be ascertained without further detailed inspection.
- The well is undersized and may need replacement.
- The electric service is provided by a newer 200A Cutler Hammer panel.
- There is an existing accessible municipal sewer lift station near the east property line.
- There appears to be a buried oil tank along the sidewalk on the south side of the property. The tank will likely need to be removed.
- The pier appears to be generally sound but consideration to removal for liability reasons if the beach area would be open to the public should be given.
- It is understood that the Town would like to provide restroom and changing facilities to the public as they utilize the expanded beach area. With these considerations, it should be noted that the main portion of the building could be renovated to provide these facilities but would require significant demolition/construction to bring the structure into compliance with current building codes.
 - Should renovation for purposes of restroom and changing facilities be considered, items such as the well and ADA access to the structure will need to be addressed.
- Looking at other public park areas in the county reveal that purpose-built restroom/changing room facilities have been acceptable and likely more financially feasible way to provide the amenities that the town is looking to provide.
- The timeline to have a new prefab or site built building would be considerably shorter and less invasive and expensive than the renovation of the existing building.
 - There is ample room in the open area of the site between the current building and the high-water mark of the shoreline to locate a structure that would service these needs.
- The current building has historical significance to the town and could service other purposes such as a visitor information location and could also be used to provide beach area services such a water-sports equipment rental, snacks or other seasonal visitor services.
- ADA access doors are too narrow; ramping would be too extreme on the west side but could be done from the sidewalk.

Discussion from the board brought up the following needs:

- A historical synopsis of the property.
- Additional information such as setbacks would be needed to make determination on what could be done with the property.

- Should the public restrooms be inside or outside?
- Use of the home as a welcome center for FCCA.
- Can the additions be taken off?
- Existing grinder station services 2 other properties. If it would need to be changed to a lift station the cost would be \$100,000.
- Are showers being considered?

FCSD#1 request for variance on Underground Right-of-Way Access Ordinance: Lift station #3

Bill Weddig, Commission Chairman requested a variance as had been granted for construction in October 2015. The District is asking for crushed stone vs. concrete slurry. Hackbarth stated the reason for the ordinance was to encourage road cuts before a road project. *Motion: (Hackbarth, Merkel) to grant the requested variance to the Sanitary District for the work to be completed prior to the State highway project and the repaving of Shore Road and the waiving of the fees and the inspection requirements as stated with the town receiving proper inspection documents for our records. Carried*

Request to carry over vehicle maintenance funds from 2016 for E-8: *Motion: (Hackbarth, Sobns) to deny the request to carry over vehicle maintenance funds from 2016 for E-8. Carried*

SEH lighting project: Andrew Dane of SEH gave an overview of the lighting project progress.

- Photometrics have been revisited.
- Taller lighting poles going up the hill and around the Auditorium may be needed with decorative lighting interspersed.
- A preliminary draft will be ready for the meeting on the 17th.
- The document will be finalized and to the DOT by the end of January.
- The fixture style (pendant or acorn) has not been set by the board.
- Are there specific areas that additional lighting should be increased or decreased? It was noted that equidistant lighting was preferred.
- A continuation of the lighting in the downtown area should be done even if need be in phases.
- A plan from PAS is needed for pedestrian access.
- WIFI – what is the goal?
- Additional power will be needed at the beach and parking lot area areas.
- Boxes will house a breaker panel about 55-60” tall. There will be approximately 2-3 cabinets.
- The aluminum cabinets can be painted or wrapped.

Take from the table: 2017 Compensation Resolution: *Motion: (Hackbarth, McKesson) to take from the table 2017 Compensation Resolution. Carried.*

Adopt 2017 Compensation Resolution: *Motion: (Hackbarth, McKesson) to adopt Compensation Resolution 2017-01. Carried The resolution was read into the record.*

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

Enter into closed session: *Motion (Hackbarth, Sobns) to enter into closed session at 11:16 p.m. Carried unanimously with a roll call vote: Sobns, Skare, Hackbarth, McKesson and Merkel.*

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 per Wisconsin State Statutes 19.85 (1) (e) Consideration of property acquisition.

Exit closed session and enter into open session: *Motion: (Hackbarth, McKesson) to exit closed session at 11:33 p.m. Carried*

Approve action taken in closed session: *Motion: (Sohns, Hackbarth) to approve action taken in closed session.*
Carried

Adjourn: *Motion: (Hackbarth, McKesson) to adjourn at 11:34 p.m.* Carried

Respectfully submitted,

Beth Hagen, Clerk