

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY, MARCH 1, 2017**

Approved: April 12, 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: (Sohns, McKesson) to adopt the agenda as amended, moving #26 to 20.5. Carried*

Approve minutes of previous meeting(s): *Motion: (Sohns, McKesson) to approve the minutes of February 1, 2017 as corrected. Carried*

Motion: (McKesson, Hackbarth) to approve the special meeting minutes of January 17, 2017 as written. Carried

Committee Reports:

Parks & Lands: Brian Hackbarth reported the committee met and performed walking tours of the new beach property and is in the process of making recommendations to the town board.

Fire Department/EMR: No report

Noble House: Buske reported all things chocolate was a huge success. 2017 programs are all set. GHA has been connecting with past families and researching missing links on family lineage. They are working on obtaining deeds and property information from the Clark family. They will be applying for their grant.

Watershed: Nancy Turek from UWSP is attempting to get public input and organizing stakeholder meetings in April and May for the Creek Plan.

Airport: No report

Planning: Hackbarth reported the commission voted to move forward with their 2017 goals.

Harbor Commission: Harris reported that slip and mooring assignments are being made. Staffing is going well with most returning. 2 new ice eaters have been ordered for the west side of the west dock. Barge discussion was tabled until the next month.

Room Tax: The revenue increase county wide was 8%. Sohns inquired about reappointments to the Tourism Zone Commission. He addressed an article in the Pulse where Chairman Skare was quoted saying that room tax revenue could be diverted to the State Park. The Town Board was not consulted with this option. Skare stated he was misquoted.

Building Committee: Karl Stubenvoll reported the Building Committee made a recommendation to the board regarding the flooring in the New Town Shop. Merkel asked if the Committee has been brought up to speed on the fire departments intent for transitioning to smart boards and other improvements to the meeting room.

Clerk Report: No Report

DCCB: No Report

Public Works: No Report

Chairman: Skare met with attorney Dahl regarding tree cutting at the beach and view easement along Hwy 42. Retreat House Dock is also one of Dahl's priorities.

Hackbarth stated he would like to get the Capital improvement fund and Blossomberg Trust accounts on the agenda.

County Board: Supervisor Steve Sohns reported he attended the property committee meeting and the Senior Center project is progressing. Board of Health and Land conservation meeting regarding expansions of big animal farms. Concerns have been forwarded to the DNR as they are working on a nutrient management plan.

Harris asked what was happening with the race track. Sohns stated races will continue for another year.

Public Comment:

Brenda Tourmo, would like to see Gibraltar Rd. stay single family residential.

Tom Ansley, Cottage Row, appreciated the process for clearing trees. Large maples were taken down from their property. Inquired if funds were available to replant more mature trees and offered to contribute to the replanting. Asked why trees were selected in winter when they are dormant.

Bonnie Ansley, Cottage Row, also appreciated the process but questioned whether the arborist would be culpable for not selecting some of the healthier trees.

Steve Sohns, Maple Grove Rd., gave a report on transparency issues he is seeing within the Town.

Kufrin Projects Update: No report

Special Event Request: Gibraltar Historical Association, Civil War Encampment August 19-20: Use of Fish Creek Park, Signage at the Park and Noble Square, 2 Portables, Tables and Tents:

Buske is requesting tents, tables, port-a-potties, 2 banners, and 2 sandwich boards (at Noble and Fish Creek Park). *Motion: (Hackbarth, Sohns) to approve the GHA special event request as discussed. Carried.*

Approval of Hangar Lease Keith Kocourek, Site E-3: Would like to have an Airport Commissioner present regarding the request for holding tank and septic. *Motion: (Hackbarth, McKesson) to table hangar lease approval. Carried.*

Approval of Hangar Lease N551B LLC, Site E-1: *Motion: (Hackbarth, Sohns) to table hangar lease approval. Carried.*

Special Event Request: Peninsula School of Art, Plein Air Festival July 25 – 27th Use of Clark Park, Tent, Banner, Direct Sales: Hoke presented the special event the same as last year. Banners to be placed at Noble Square and the Art School. The tent will be put up on the 25th and taken down on the 27th.

Motion: (Hackbarth, Merkel) to approve the special event request with banners at the Art school and Noble Square. Carried.

Peninsula School of Art Request for Temporary Class “B” and “Class B” Licenses for Door County Plein Air Festival July 26 3:00 p.m. - 10:30 p.m., Clark Park, 4150 Maple Street The event ends at 9 PM.

Motion: (Hackbarth/Merkel) to approve the temporary licenses in Clark Park from 7–9 PM. Carried.

Peninsula School of Art Request for Temporary Class “B” and “Class B” Licenses for Door County Plein Air Festival July 28th at 3:00 p.m. through July 29th at 10:00 p.m. at 3900 Cty. F *Motion:*

(Hackbarth/Sohns) to approve the temporary license from 3-9 pm. Carried.

Approval of FCCA Information Center Remodeling Request: Hoke presented a request to change out cabinets and light fixtures in the FCCA office. The project will take about 4 days. They will need a dumpster. Old cabinets will go to habitat for humanity. They want to rearrange and organize the space for better flow and technology upgrades. The gate will be repurposed. Lighting will be LED. Modifications will be ADA compliant.

Motion: (Merkel/Hackbarth) to approve the FCCA request pending final plan approvals from the Building Committee. Carried.

Beach Property Action Plan

- **Petition for Zoning Map Amendment Parcels # 014-15-0303B and 014-15-0302B from SF20 to VC:** The lots will be merged prior to RPC meeting. *Motion: (Hackbarth, Merkel) to file a zoning map amendment petition to rezone from SF20 to VC and waive 28-day review period. Carried*
- **Petition for Variance tree cutting (OHWM to Hwy 42) on the new beach property and Brown Avenue (OHWM to Hwy 42):** Collin Dahl will contact Grant Thomas on whether a variance is needed along Brown Ave. Shoreline zoning does not allow clearing within 35 ft. of the high water mark. Can the stump be ground without the variance? McKesson would like the tree cutting to be

done carefully and selectively. Buske stated there are at least 3 nice trees along with brush and honeysuckle to be removed. Sohns stated the relocation of the pipe may disturb the roots of some of the trees. Some of the trees could be a safety hazard, dead limbs etc. *Motion: (Hackbarth, McKesson) to petition the County for a variance to cut and maintain all of the brush; to include invasive species and trees, within the 35 ft. high water mark setback and to waive the 28-day review period. Carried.*

Appointments for Harbor Commission: Letters of interest were received from Paul Woerfel and Brian Merkel. *Motion: (Hackbarth, Sohns) to reappoint Brian Merkel to the Harbor Commission. Carried, Merkel abstained. Motion: (Hackbarth, McKesson) to reappoint Paul Woerfel to the Harbor Commission. Carried*

Approve 2016 Budgeted \$60,000 to be Applied to Capital Outlay and Debt Service Fund:
Motion: (Merkel, Hackbarth) to move the 2016 Budgeted \$60,000 to Capital Outlay. Carried.

Determination of 2016 Funds to be Applied to Capital Outlay and Debt Service Fund: The Board would like to get question answered on why there is such a large surplus. *Motion: (Merkel, Hackbarth) to table until a detailed explanation of the surplus is received at the April 12th meeting. Carried*

Consideration of Minimum Fund Balance Formula Change: Would like a copy of the minimum fund balance policy. *Motion: (Hackbarth, McKesson) to table. Carried*

Sohns made the following motions to be agenda items for next month's meeting.

Motion: (Sohns, Hackbarth) to create a separate bank account for the Capital Improvement Fund. Carried

Motion: (Sohns, Hackbarth) to create a separate bank account for the Blossomberg Cemetery Fund. Carried

Motion: (Sohns, McKesson) Consideration of a change to the minimum fund balance policy and the amount of unassigned funds to be applied to debt. Carried

Motion: (Sohns, Merkel) Consideration of amount of unassigned funds to be moved to CIP fund and the movement of 2017 budgeted CIP monies to the CIP fund. Carried

Motion: (Sohns, Hackbarth) Consideration of hiring an accountant to do monthly bank reconciliations. Carried.

Conditional Use Permit Application: Patrick & Lori Strantz 3290 Gibraltar Road, Parcel # 014-02-26312734B2 Hearland-5, Proposed Use is to Convert an Existing Family Residence to a Duplex. Ordinance Sections: 2.05(3)(a) & 11.04

Hackbarth presented the Plan Commission's recommendation. They voted to stand mute pending clarifications on the following questions.

1. What is the restrictive agreement on the sanitary permit (Doc #787506, dated 5/29/2015)?
 - a. To make note that the 4th bedroom wasn't included in original permit
2. List of the current conditions placed on the current home business conditional use (spa)?
 - a. Not a Conditional Use. Classified as a home business occupation (over-the-counter permit)
3. Does a "vacation rental" require any other zoning permits besides room tax etc.? Are they over the counter?
 - a. No other permits required for vacation rental
4. Can we put restrictions on a duplex in regards to how it is rented out? Vacation (transient) vs long term (3 months minimum)?
 - a. RPC doesn't manage rental units
 - b. Can try to include as a condition

Need to protect the rural character. Long term rental would be welcome.

Motion: (Skare, Sobns) to recommend to the RPC to support the duplex only if used for 30 days or more. Do not support without the 30 day condition. Carried.

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

Enter into closed session: *Motion (Merkel, Hackbarth) to enter into closed session at 9:30 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: (Sobns, McKesson) to exit closed session at 10:27 p.m. Carried*

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

Adjourn: *Motion: (Merkel, Sobns) to adjourn at 10:30 p.m. Carried*

Respectfully submitted,

Kelly Murre, Deputy Clerk