

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY, APRIL 12, 2017**

Approved: May 3, 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 presented. Carried*
Approve minutes of previous meeting(s): *Motion: (Sohns, McKesson) to approve the minutes of November 16, 2016 as written. Carried Motion: (McKesson, Sohns) to approve the special meeting minutes of December 14, 2016 as written. Carried Motion: (Hackbarth, Merkel) to approve the minutes of March 1, 2017 as amended. Carried Motion: (Hackbarth, Sohns) to approve the special meeting of March 16, 2017 as written. Carried Motion: (McKesson, Merkel) to approve the special meeting minutes of March 20, 2017 as written. Carried*

Committee Reports:

Parks & Lands: Brian Hackbarth reported the purchasing of 2 new trash receptacles to be located at Blossomberg Cemetery. Tree planting both in and out of town are being addressed. Beech and Ash trees are the predominate variety of tree dying.

Fire Department/EMR: Fire Chief Jerrad Anderson stated the last month has been a busy mutual aid month. In conjunction with multiple Door County departments (including the CERT group) training at the Retreat House on Chambers Island is proposed. Six individuals have completed EMR training; just testing remains.

Noble House: Barb McKesson reported that GHA is readying for the season. Shifted and misaligned brickwork is being adjusted by Bridenhagen Landscaping. The wood floor refinishing will be held off for another year.

Watershed: Linda Merline stated the first test of the season, at all three sites, was done today. The first meeting for the Fish Creek Restoration and Improvement Plan was held this week. One topic of concern was in the small number of fish in the creek. A rough draft plan is anticipated prior to May 11th meeting. The public is encouraged to attend and participate in the May 11th meeting. The meeting will be held at the Old Town Hall.

Planning: Linda Merline stated the commission met this month. A conversation has begun on some aspects of county zoning that the commission has concern: home businesses, home offices and home occupations.

Airport: Martin Franke reported the airport had an outstanding year in the black. The highest profitability is on fuel sales. There will be a meeting next week for a walk through of the hangar expansion project with the engineer. Five new hangars are anticipated to be built this year which will improve recurring income. A portion of the AWOS equipment was damaged. Fencing in the equipment may be necessary.

Harbor Commission: Dave Harris stated the facility will open May 15th. There has been no ice damage this year. The barge issue will be scheduled as soon as all commission members are available to meet. The east dock lease agreement for the main dock on Chambers Island is still at the attorney. The maintenance tractor and pumps can return to the island any time.

Room Tax: No report.

Building Committee: Karl Stubenvoll reported the shop is close to completion. Weather conditions delay final grading and landscaping. Cold storage floor is to be resealed. Chipping on the concrete aprons will be cut and replaced.

Clerk Report: Beth Hagen stated the annual meeting will be held at 7:00 p.m. next Tuesday at the Old Town Hall. Ever changing state and federal requirements keep election workers in frequent training. Hagen thanked the election workers for a job well done.

Door County Coastal Byways: Beth Hagen reported that both an Android and Apple app are being explored for the Byway. Last year's coloring book was well received and will be available again this year.

Chairman: Dick Skare thanked Brian Merkel for his 15 years of service to the community on the town board both as a chairman and supervisor. Brian remains vice chairman of the Harbor Commission.

County Board: Supervisor Steve Sohns reported the southern ambulance station construction will start in May. The new Senior Center has been gutted and concrete floors are being poured. The Airport and Parks

Committee mentioned vandalism to the County Parks. Phase II of the Cana Island project will be moving forward.

Public Comment:

- Nancy Sargent thanked the board for the overhead projection of agenda items.

Approve 2016-2017 Application by White Cottage Red Door LLC for a “Class A” Retail License 8813 Hwy. 42, White Cottage Red Door, Christopher Hadraba, Agent: Lisa Howard, Managing Member of White Cottage Red Door LLC presented the request for the “Class A” retail license to the board. The application was reviewed. *Motion: (Merkel, Hackbarth) to approve the 2016-2017 Application by White Cottage Red Door LLC for a “Class A” Retail License 8813 Hwy. 42, White Cottage Red Door, Christopher Hadraba, Agent. Carried* The cigarette license will be presented for approval at the next available meeting.

Approval of Hangar Lease Site E-3 for Timothy Halbrook: *Motion: (Sobns, Merkel) to approve the hangar lease site E-3 for Timothy Halbrook. Carried*

Airport Commission request for \$10,000 funding for AV fuel purchase: Franke stated next week may be the best time to purchase a full load of fuel. *Motion: (Hackbarth, Sobns) to approve \$10,000 funding and if possible have it be long term funding to have the commission return as they see fit. Carried with McKesson opposed.*

Renewal of FOEGA lease - airport office building: *Motion: (Hackbarth, Merkel) to approve the 3-year renewal of the FOEGA lease. Carried*

Consideration of well and septic systems for private hangars at airport: Marty Franke stated the request was made by Tim Halbrook. There is the possibility of 3 hangar owners that would like to have a well and septic installed in E row. This installation (well and septic) is requesting a toilet and in-floor hydronic heat. Franke added this would increase assessed value of the hangar which in turn net the town an increase in personal property taxes and increased lease revenue as the footprint would be enlarged. Franke considers this in the best interest of the taxpayers. Concerns/thoughts included:

- Increased growth of the airport
- Sleeping quarters in the hangar
- Service drive was not considered in hangar layout
- No overall plan to include or exclude well and septic systems requests
- FAA specifically forbids a residence in a hangar, concern for other sleeping accommodations
- Standard Operating Procedures (SOP) can enforce residency in an hangar
- SOP language changes
- No public facilities are available during the winter months at the airport
- Opportunity cost
- Square footage needed for systems, setbacks, land disturbance area
- How fees should be assessed for these systems and what would be appropriate remuneration
- Who bears cost for infrastructure
- Where will this type of infrastructure be allowed
- Precedent set by propane tanks; propane tanks are above ground
- Multiple hook ups to a single system
- Need to update to Master Plan
- Existing hangar lease restrictions, cost of relocation of hangars by municipalities

*Motion: (McKesson, Skare) to deny this request for well and septic. Skare withdrew the second. McKesson withdrew the motion. This question has not been brought to the village for consideration. The commission is to come up with a comprehensive proposal answering the questions raised regarding these types of systems as a whole for the airport and other viable options. *Motion: (Hackbarth, Sobns) to table. Carried**

Approval of shared well and septic for Hangars E-2 and E-3: See previous agenda item.

Special Event Request: Door County Medical Center Auxiliary, July 25, 2017, 3711 Hwy. 42, banner/sign: Gloria Heck requesting a banner in front of the Medical Center on July 25th for the House & Garden Walk. The banner is not to exceed 24 square feet and not more than 2 weeks prior to the event. *Motion: (Hackbarth, McKesson) to approve the request as discussed. Carried*

Recommendation on Text Amendment to the Door County Comprehensive Zoning Ordinance, Chapter 14, Broadband, sponsored by the Resource Planning Committee: Linda Merline detailed the text amendment. This is a qualifier for certain grant funds. These grants are meant for those areas underserved by broadband. The commission recommended support. This is adding a section to chapter 14. *Motion: (Sobns, McKesson) to support the text amendment to the Door County Comprehensive Zoning Ordinance, Chapter 14, Broadband, sponsored by the Resource Planning Committee. Carried*

Approval of FCCA storage request at Old Town Hall for folding tables: The folding table offer from the FCCA was discussed, there was some confusion as to what tables were being spoken about. It was better thought that the town purchase tables, not have strings attached for their use/control. *Motion: (Hackbarth, McKesson) to table. Carried* A table recommendation with cost will be brought back to the board.

Special Event Request: FCCA Concerts in the Park June 13 – August 15, 2017, use of Noble Square, sandwich boards (Noble Square and Peninsula Park entrance), use of Gibraltar Town Hall for inclement weather: Dwayne Daubner representing FCCA stated this request is as has been requested in previous years. *Motion: (Hackbarth, Sobns) to approve the request with the addition of 1 banner (not on the banner posts) on the day of the concert in Noble Square. Carried*

Special Event Request: FCCA Concert, June 18, 2017, use of Noble Square, sandwich boards (Noble Square and Peninsula Park entrance): This is a separate concert from the summer series. *Motion: (McKesson, Hackbarth) to approve the June 18th concert with sandwich boards and banner (not to be on the posts) Carried*

Special Event Request: FCCA 2017 Summer Festival, Concert and Fireworks, July 1, 2017 (rain date July 2nd), use of Clark Park & Gibraltar Town Hall, temporary structures, fireworks, port –a-potties, dumpster, parking spaces at Clark Park, banners at Noble Square and Peninsula Park entrance: Hackbarth stated Zambelli will be used again, the plan is the same as in past years. There were no issues in 2016. If there is rough weather as last year someone needs to address parking where the vehicles needed to be moved from the old Retreat lot. *Motion: (Sobns, Merkel) to approve the event request for July 1st with a rain date for the 2nd. Carried*

Approval for Temporary Class “B”/”Class B” Retailer’s License: FCCA Summer Festival, 4:00 p.m. – 10:00 p.m., July 1, 2017 (rain date July 2nd) at Clark Park: *Motion: (Sobns, McKesson) to approve the Temporary Class “B”/”Class B” Retailer’s License: FCCA Summer Festival, 4:00 p.m. – 10:00 p.m., July 1, 2017 (rain date July 2nd) at Clark Park. Carried*

Special Event Request: FCCA “Art After Dark,” July 26, 2017, banners at Noble Square and Peninsula Park entrance: *Motion: (McKesson, Sobns) to approve the special event request FCCA “Art After Dark,” July 26th, banners at Noble Square and Peninsula Park entrance. Carried*

Special Event Request: FCCA 2017 Inside/Outside Sale September 22 – 24, 2017, temporary structures, banners (Noble Square and Peninsula Park entrance), trolley stop signs: *Motion: (Hackbarth, McKesson) to approve the special event request by the Temporary Class “B”/”Class B” Retailer’s License: FCCA Summer Festival, 4:00 p.m. – 10:00 p.m., July 1, 2017 (rain date July 2nd) at Clark Park with banners 2 weeks prior. Carried*

Special Event Request: FCCA Jack O’ Lantern Days, October 27 – 29, 2017, use of Clark Park, Gibraltar Town Hall, banners (Noble Square and Peninsula Park entrance, 3 sandwich boards: *Motion: (Sobns, McKesson) to approve the Jack O’ Lantern Days, October 27 – 29, 2017, use of Clark Park, Gibraltar Town Hall, banners (Noble Square and Peninsula Park entrance, 3 sandwich boards. Carried*

Approval/action for Tanker Truck loan payoff \$88,520.86 from CIP funds: *Motion: (Hackbarth, McKesson) to pay off the tanker truck loan as per previous discussions and budgeting in the amount of \$88,520.86 from CIP funds. Carried*

Consideration/Approval of SEH Beach Project and Proposal Supplemental Agreement: Dane stated Trevor Frank suggested a phased approach beginning with an evaluation of the structures, alternatives for ingress/egress and stormwater area for final site design for \$8,730. The board is looking for pros/cons to stormwater options. Deliverables will include a write up on building conditions, 3 alternative plan sheets, and schematic of the stormwater plan. The board will meet with Trevor Frank prior to the evaluation. *Motion: (Hackbarth, McKesson) to approve the supplemental agreement with SEH for the Beach Project. Carried Motion: (Hackbarth, McKesson) to approve the sidewalk supplemental agreement in the amount of \$11,580. Carried*

Review and Determination of pedestrian crossing locations and options with SEH: *Motion: (Hackbarth, McKesson) to move the crosswalk by the Park entrance to the west and move the crosswalk by Not Licked Yet toward Nan & Jerry's. Carried*

Consideration to vacate a portion of Bluff Lane between parcels #014310101 and 014390202: Skare spoke with Bob Gray. Those properties affected (Gray and Thorp House Properties LLC) are willing to cover the expenses of vacating the portion of Bluff Lane discussed per Gray. As only 2 of 3 parcels are Gray's the discussion was tabled. The Thorp House parcel number will be added to the discussion when taken off the table. *Motion: (Hackbarth, Sohns) to table. Carried*

Consideration for Nicolet Bank loan draw for PBS statement payment on Town Shop: Stubenvoll stated the committee has not met to review the statement. *Motion: (Merkel, Hackbarth) move to table until the Building Committee has time to review. Carried*

Set dates for Open Book and Board of Review: *Motion: (Hackbarth, McKesson) to set the date for the Open Book (10 a.m. – Noon) on June 24th and the Board of Review (6 – 8 p.m.) for July 19th. Carried*

Set date for road review: *Motion: (Hackbarth, McKesson) to set the date of April 25th at 6 a.m. for the 2017 road review. Carried*

Set date for Chambers Island road and facility review: *Motion: (Hackbarth, Sohns) to set the Chambers Island road and facility review for June 14th at 4 p.m. Carried*

Approval of Operator's License: *Motion: (Merkel, McKesson) to approve the 2016-2017 operator's license for Katherine Geurts. Carried with Hackbarth abstaining.*

Payment of bills: *Motion (Hackbarth, McKesson) to approve the bills as presented minus any credits for returned products. Carried, with Sohns abstaining.*

Adjourn: *Motion: (McKesson, Merkel) to adjourn at 10:24 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk