

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY, MAY 3, 2017**

Approved: June 7, 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 Dwayne Daubner

Board members absent: None

Agenda/proper notice/adopt agenda: *Motion: (McKesson, Daubner) to adopt the agenda as written. Carried*

Approve minutes of previous meeting(s): *Motion: (Hackbarth, Sohns) to approve the minutes of April 12, 2017 as written. Carried*

Committee Reports:

Parks & Lands: Brian Hackbarth reported relocating flagpole at Old Town Hall and planting a new tree.

The committee is working on strategic planting of new trees.

Fire Department/EMR: Kelly Murre reporting for Chief Anderson reported the boating season is here and encouraged personal flotation devices.

Noble House: Barb McKesson stated the Noble House is being readied for the season.

Watershed: Linda Merline stated the results are back from the last sampling; the next test will be on the 11th. Merline encouraged public attendance at the next meeting for the Fish Creek Restoration and Improvement Plan at 1 p.m. on the 11th at the Town Hall.

Airport: Martin Franke reported 2016 finished in the black. Fuel sales were the best in 4 years. The courtesy van checked out 122 times. Thirty new trees will be planted on the south end of the airport.

Planning: Linda Merline stated the commission had a preliminary conversation about specific concerns with county zoning. The 2017 invasive species are honeysuckle in fall and garlic mustard in spring.

Harbor Commission: Dave Harris stated the dock will open May 15th and is fully staffed. January 2nd the dock reservations were full for July 4th. The barge mooring issue will be addressed at tomorrow morning's commission meeting.

Room Tax: Bill Weddig stated 2017 started out slow but is anticipated to be well booked. 90.5% of room tax collected is from May to October.

Building Committee: Karl Stubenvoll reported that the shop is coming along. The fire and security system is nearly complete. Concrete sealing is done on the cold storage building.

Clerk Report: Beth Hagen stated that as summer quickly approaches remember to license your dog. If you have an operator's license it will be expiring on June 30th, a gentle reminder to renew your license for July 1, 2017 – June 30, 2018.

Door County Coastal Byways: Beth Hagen reported there was no meeting in April. The next meeting is scheduled at 8:30 a.m., May 12th at the Sister Bay Fire Station.

Chairman: Dick Skare stated Jeremy Ashauer of the DOT wants to plan a meeting over the next few weeks regarding land acquisition on the Hwy. 42 project. The Friday morning meeting at 8 a.m. will be about the beach project with SEH.

County Board: Supervisor Steve Sohns reported the county board property committee went to the ambulance/senior center looked at progress from the last month. Ground was broken for the south ambulance and BUG station.

Public Comment:

- Nancy Sargent recommended additional signage for the electric vehicle charging station.
- Cory Diltz of Fish Creek Scenic Boat Tours introduced himself to the board.

Update on SEH projects: Andrew Dane gave an overview of project status. A public workshop will be held on May 31st from 6-8 p.m. at the Town Center. The workshop will show concepts for the beach and assessments of streetscape, parking, and lighting. An updated timeline will be sent to the town. The last plan had light poles at 15' high there could be a possible reduction to 13.5'. Sohns cautioned lowering the height,

as the town may want to put up banners. The pop-up bike lane demonstration test will span Spruce Street to Shore Road. Dane has spoken with the maintenance director of DOT and is working on a plan. Baudhuin will be subcontracted for surveying the Cty. F sidewalks. Dane spoke with Kufrin on the parking and Spring Road status. Parking lot is to be on June agenda per Dick.

Beach property update: Friday, Pat Ferenbach of SEH will be coming up and has received the PBS evaluation and Baudhuin survey. A brief meeting with the board will review some alternatives and thoughts prior to him doing the evaluation. Potential reuse of the building: repurposed tourist amenity, look at stormwater, and ingress/egress to beach. The goal is to quickly turn around a report and create exhibits for the May 31st meeting.

Road Review:

A. Road project estimates needed:

- *Gibraltar Road (grant project LRIP): grind and pave County A to Maple Grove Road
- Maple Grove East: 2' x 6' section of blacktop repair(as done on Hwy. 42), widen shoulders and prep for 2' blacktop shoulders
- South side Gibraltar Road from Logerquist's to Norz' where trees shade and pavement fails. Cost to repair with the 2' x 6' repaving (as done on Hwy 42)
- Gibraltar Road: ¼ mile in at YMCA, grind, ditch, pave (2 lifts) DCS&WC stormwater management plan for YMCA that was not done.
- *Wandering Road: grind and mix with gravel, ditching, grading, oiling. Pave in 2018
- West Meadow Road: Baileys Harbor has not done their road review yet. (from Maple Grove East north to 90° turn) shoulder this year for bike lane, pave in 2018
- Sky View Road: grind, gravel, ditch, pave just need updated quote (same procedure as Gardner and Wandering, 2-year process grind/grade, then pave following year)
- Lower Cottage Row: grind, gravel, ditch, pave
- Spring Road – Kufrin is working on, center bike lanes?, easement vs. moving road
- Lower Cottage Row: survey (town office to get cost from Baudhuin)

*Motion: (Hackbarth, McKesson) to get price quotes on projects as discussed (*priority projects). Carried*

B. Crackfilling:

Priorities are as follows

- 1) Peninsula Players Road
- 2) Juddville Road
- 3) Spring Road (from Wandering Road north)
- 4) Maple Grove East
- 5) Bluff Circle
- 6) Fire Station parking lot

Sohns suggested \$30,000 from 2016 and another \$30,000 from 2017. Sohns will get cost on crackfilling at airport parking lot and entry drive.

Motion: (McKesson, Hackbarth) to use \$60,000 (\$30,000 from budget and \$30,000 from CIP to begin the job of crackfilling with a priority of top 6 followed by Sohns direction. Carried

C. Shouldering & Grading:

Grading

- Quarterline East: add material, oil, grade
- Wildflower Patch: oiling
- Gardner Court: grade

Shouldering

- Maple Grove Road to airport
- Triangle Road
- South Highland Road

- High Ridge Road
- High Plateau Road
- Shady Lane
- Little Marsh Road
- Daisy Patch Road
- Juddville Road
- Bluff Circle
- Gibraltar Bluff (from Cottage Row to Hwy 42)
- Peninsula Players Road (west of Spring Road)
- Wandering Road (Spring Road to 2nd 90° curve)
- Hill Road (heavier stone due to wash outs)

Sohns recommended \$9,000 from CIP and \$20,000 from budget for a total budget of \$29,000. *Motion: (Hackbarth, Daubner) not to exceed \$29,000 for shouldering and grading. Carried*

D. Road Striping: A “staging area” at the dock boat ramps will be created by Dave Harris, Paul Woerful and Andrew Dane. Alex Saunders will be contacted regarding handicapped parking restrictions. Last year crosswalks were only done. Hackbarth suggested adding parking spaces as well. *Motion: (Sohns, Hackbarth) to move forward with downtown as has been in the past. Carried*

Parks & Lands Commission appointments: Four letters of interest were received: Brian Hackbarth, Laurie Buske, Bonnie Ansley and Bob MacDonald. Sohn expressed concern on late applicants and a mechanism for non-candidacy. *Motion: (Daubner, McKesson) to appoint Brian Hackbarth as chairman. Carried with Hackbarth abstaining. Motion: (Daubner, Sohn) to appoint Laurie Buske. Carried Motion (Skare, McKesson) to appoint Bonnie Ansley Carried*

Remove from the table: Consideration of well and septic systems for private hangars at airport: *Motion: (Hackbarth, Sohn) to remove from the table: Consideration of well and septic systems for private hangars at airport. Carried*

Consideration of well and septic systems for private hangars at airport: Franke stated the commission met on Monday to address known concerns. The commission is asking for approval subject to town counsel. Concerns addressed were:

- Shared well and septic maintenance will be taken care of by the hangar owners
- Charge/fee agreement – an annual fee of \$100 per hangar will be included in an addendum to the lease
- Relocation costs for systems if conditions warrant under any circumstances will not be born by the town or village
- Use as a residence - federal regulations prohibit and prohibition will be added to the SOP's
- No anticipated impact to future use of that specific area
- Does not harm the public interest
- Concern by surrounding residents on continual improvements/growth of the airport
- Balance is needed
- Precedent setting

Motion: (Hackbarth, Sohn) move forward with approving the well and septic; with this to be reviewed by counsel and having brought back, after being reviewed and changes made to the SOP's. Carried with McKesson opposed.

Fish Creek Boat Rental sign request: Cory Diltz, Manager of Fish Creek Boat Rentals is requesting a second sign on the town standard at the corner of Main and Cedar Streets. Currently there is “Scenic Boat Tours” there and the requested second sign would be “Boat Rentals”. Mentioned were precedent setting of allowing more than one sign per business and wayfinding being studied. *Motions: (Hackbarth, Sohn) to deny the*

request to add a second sign but approve changing the verbiage on a sign to be the same size. Carried

Special Event Request: Gibraltar Area Schools June 1st Viking 5K, closure of Gibraltar Road: Tim Mulrain, Dean of Students Gibraltar Area Schools presented the special event request. Skare questioned what has been done to address Gibraltar Road property owner road closure concerns. A mailing will be sent per Mulrain. Police Chief Crowell stated it is not safe to allow traffic even on 1 side of the road during the event given the age range and volume of students. Tom Goelz voiced his concern with the event and requested it be held at an alternate location i.e. Peninsula State Park, Spring Road, school track. Vinnie Chomeau stated one aspect of the 5K is to give the children the “feel” of this type of event which may encourage future participation in similar events. Shortening the length of the road closure and a banner at Hwy. 42 and Gibraltar Road notifying drivers and property owners of the upcoming closure was also encouraged. *Motion: (Skare, McKesson) to allow the closure of the road from 1-3 p.m. on June 1st. The school must make a concerted effort to properly notice the residents (phone calls, email, etc.) and 2 road closure signs (up to 24 square feet) up to a week before the event. Carried*

Special Event Request: Door County Fall 50 October 21st, Use of Fish Creek Beach, Gibraltar Town Center parking lot, law enforcement assistance: Sean Ryan recapped the requested 12th annual event. There is no plan changes in the route. Two DCSD deputies will be located 1 at the park and 1 at the town hall. *Motion: (Hackbarth, Daubner) to approve the Fall 50 special event request with all the same expectations and requirements we have had in the past for crowd control and traffic. Carried*

Special Event Request: Friends of Gibraltar Hairpin 5K Run/Walk, June 29 – July 1, use of Town Hall, road closures, law enforcement assistance, signage: Vinney Chomeau detailed the 28th annual event being held on July 1st vs the traditional July 4th. Use of the town hall June 29 – July 1, road closure from Main Street to Gibraltar Bluff Road. Assistance by Gibraltar Police Department was also requested. *Motion: (Hackbarth, McKesson) to approve the event as requested. Carried*

Remove from the Table consideration of regulating application of liquid animal manure: *Motion: (Daubner, McKesson) to remove consideration of regulating application of liquid animal manure from the table. Carried*

Consideration of regulating application of liquid animal manure ordinance: Skare stated the 2015 discussion had been tabled waiting for additional information. The discussion has been brought back to the forefront by the watershed study and CAFOs. McKesson stated that “Clean Water” is just focused on spraying; aerial spraying is an air quality issue. Sohns stated the county of Door has a nutrient management plan. This type of ordinance would not stop manure spreading, only aerial spraying. The Baileys Harbor ordinance also restates the county management plan. Who would enforce the ordinance? *Motion: (Daubner, McKesson) to send to attorney to come up appropriate language for an ordinance and have the Plan Commission make a recommendation for a resolution to send to the county board. Carried*

Building Committee update on Town Shop project: Karl Stubenvoll stated the committee questions the Wisconsin Department of Safety and Professional Services plan review charge and does not recommend payment tonight. Cold Storage building sealer has not be tested, signage and other minor inspection issues are waiting for PBS resolution prior to occupancy. Internet and telephone service will be to the pole near the Fire Department by June 2nd for an installation fee of \$99.

Remove from the table: Consideration for Nicolet Bank loan draw for PBS statement payment on Town Shop: *Motion: (Hackbarth, Sohns) to remove from the table Consideration for Nicolet Bank loan draw for PBS statement payment on Town Shop. Carried*

Consideration for Nicolet Bank loan draw for PBS statement payment on Town Shop: The committee reviewed submitted bills. The 4/5/17 sworn statement is in the amount \$64,863.54. *Motion: (Hackbarth)*

McKesson) to pay \$57,726.95 on the 4/5/17 sworn statement. Carried (Held back are \$3,575 in construction management fees, \$700 Baudhuin and \$2,861.59 Van's Lumber).

2016-17 Cigarette License: White Cottage Red Door, LLC: *Motion: (Sohns, Daubner) to approve a cigarette license for White Cottage Red Door, LLC for May 3rd through June 30th, 2017. Carried*

Special Assessment write off of \$487.22 for parcel 014-07-0026, Unit 21 Top of the Hill Shops:
The parcel was taken by tax foreclosure by Door County; proceeds of the sale did not cover the total delinquent special assessments in trust. *Motion: (Sohns, McKesson) to write off the \$487.22 for parcel 014-07-0026. Carried*

2017 Consultant funding commitments: The spreadsheet was reviewed. Kufirin Consulting projected fund numbers are needed through June 30th. Kufirin projects are: the parking lot, Spring Road, Bluff Lane multi modal path and Hwy 42 rural path.

Determination of long term budget classification for general use Tahoe (Old Squad): *Motion: (Hackbarth, Daubner) to move under Administration. Carried*

Determination on funding source for general use Tahoe (Old Squad) maintenance and light bar relocation: Chief Crowell had recommended the light bar be changed out for grill and back window lights. *Motion: (Hackbarth, Sohn) moved to leave the light bar in its current location on the roof. Carried*

Corresponding budget amendment for #25: No amendment needed.

Remove from the table: consideration to vacate a portion of Bluff Lane between parcels #014310101 and 014390202: *Motion: (McKesson, Sohn) to Remove from the table: consideration to vacate a portion of Bluff Lane between parcels #014310101 and 014390202. Carried with Hackbarth opposed.*

Consideration to vacate a portion of Bluff Lane between parcels #014310101, 014390202 and 014310102: Discussion points:

- vacation of property is larger than what was being proposed in response
- Grey approached the town not Thorp House Inn LLC
- Thorp House Inn LLC should not be included in the vacation
- 2' trade of lane frontage

Motion: (Sohns, Daubner) to have Dick contact Mr. Gray and arrange a land swap to get platted road in exchange for 3' of frontage on his property parallel to the road centerline. Carried with Dick opposed.

Replacement table recommendation for Town Hall with corresponding budget amendment: Hagen will bring back a revised recommendation for 36" wide tables. *Motion: (Hackbarth, McKesson) move to table. Carried*

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

Adjourn: *Motion: (McKesson, Skare) to adjourn at 12:07 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk