

TOWN OF GIBRALTAR
SPECIAL MEETING WITH CLOSED SESSION
PER WISCONSIN STATE STATUTES 19.85(1) (c) and (e)
SEPTEMBER 19, 2017
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
6:00 P.M.

Approved: October 4, 2017

Call to Order: Dick Skare called the meeting to order at 6:00 p.m.

Roll call/Quorum

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

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

SEH

- I. Finalize Agenda
- II. STH 42 Lighting Plan Town desire to have the poles installed behind the sidewalk to accommodate maintenance equipment and avoid pinch points.
 - A. SEH understands Town does not plan to install decorative lighting on Evergreen in 2019. Confirm – Confirmed
 - B. SEH understands Town would like to design system so new decorative lighting can be installed along Evergreen on same circuiting as main line system at a future date. Confirm- Make sure that the current lights on Evergreen are hooked up to the last post on Shore Road.
 - C. Discussion regarding additional power requirements to design into a system Currently one in front of the Homestead Suite. The one at the FCCA kiosk is owned by the FCCA. Potential to use one cabinet by using a controller within the system. Concern that FCCA pays for their own power usage. Design for one service. A service is to be at the creek.
 1. Town Boat Trailer Parking Lot Use a separate cabinet to power lighting, charging station etc. in rear of Town Center parking lot. Parking lot lighting plan for planning purposes.
 2. Beach property Facility will already have power, could run power to the west side. Park lights could be dimmable. Ken will need plan for the facility for circuiting. It could be tied directly into the road system. The lighting will be more expensive if run from the road system. Breaker needs to be local.
 3. Parks along STH 42/Main Street Sunset currently has no power there. Could bridge from another area downtown. A separate service would be needed for the system along Main Street and Sunset. SEH has already been contracted for the streetscaping for this area, lighting would be part of this contract. It can be a separate installation project but planned for now. The lighting plan does not include this portion but the streetscaping could include preliminary lighting bridge plans.

Noble House stage area would not be suitable to be attached to the lighting system. It would be better to put in its own meter or pull from the house or annex. Fish Creek Park does not have power but would need to be separately metered. Main recommendation to power light poles and receptacles. Ken to determine additional cost for Fish Creek Park.
 4. Existing or proposed information kiosks
 5. Existing or proposed wayfinding signage Lighted wayfinding sign could be powered off the lighting system.
 6. Vendors Could use the same receptacles that are planned in.
 - D. Discussion Regarding Opinion of Probable Cost There will be a change of cost as things are being added even this evening and soil conditions have been better determined.
- III. Historic Downtown Lighting Plan
 - A. Discussion Conceptual Phase 2 Ula Street, bollards?
- IV. Landscape Treatment Areas on STH 42
 - A. What is preferred design alternative? Retaining wall design will be determined with property owners. Fencing is 42". DOT needs retaining wall determination by 12/1/17. Cost differentials will be

determined by SEH. Splitter islands – DOT concrete caps preferred. Low shrubs, perennial plantings (Example: Blue Rug Junipers and Stella de Oro lilies) Signs will be on either end.

- B. What is desired color, style of retaining walls? Plain DOT or what for offering.
- C. What is desired fencing style? Chain link at school. Live fence (Grape vines on fence) fence with green coating. For wood fencing use recycled plastic. Be able to present a few simple options on the wall, see Jeremy. Where did the rock face on Hwy 42 coming down the hill come from – vendor? Barb to call Harvey Malzahn. The retaining wall extended an additional 42” would be 3 times the cost of wire fencing. Date for property owner meeting?

V. Wayfinding Signage

- A. What is preferred design alternative? Keep the existing typeface. What are the locations: Gateway signs South on 42, coming in from east on Cty F and 3rd near the BP? Option B “sail white” as is preferred. DOT signage plan will be sent by Andrew. Sohns – main corridors Cty A and 42 and Daisy Patch for large signs. DOT signs – regulatory signage will be addressed by DOT plan. Will the DOT allow the town to put up certain signs i.e. Blossomberg Cemetery, blue parking, wayfinding, historical. Follow up meeting needed. Business signage will be a larger discussion. Signage for key destinations. Material options?
- B. What is town’s expectation for finalizing preliminary design of wayfinding signage?
- C. What is Town’s expectation for implementing wayfinding signage?
 - 1. Is there a desire to implement any new signage in conjunction with 2019 resurfacing project?

VI. Sidewalk Update

- A. SEH provide verbal update on project understanding based on SEH meeting with DOT on 9.8.17 Construction permit vs easement – Kristin from DOT for all the spots that easements would be needed. Brian and Steve concern on lack of an easement. Long term should be easement.
- B. Confirm
- C. Cedar Street This is a Phase 2 project. Possible to not limit to Cedar, consider all the downtown streets at the same time for continuity. Already have some options for Cottage Row from Waterfront Master Plan.
 - 1. What is Town’s feedback on alternatives presented? Connectivity including but not limited sidewalks, paths. Creating a plan that keeps the sense of village for the downtown. Consider Cedar into limited vehicle access coming from the north, but not through to Main. Bring back Waterfront Plan street options for additional discussion.
 - 2. What would Town like to see as a final deliverable for this concept?
- D. Sunset Beach
 - 1. What is Town’s feedback on concept plan? Lighting would be key for off street path through the park ADA compliant. Bollards along the path. Stone steps to be preserved. Diagonal parking on street east of the White Gull Inn. Possible widen road at the hill yet eliminate parking there. Trail would turn at Main and Cottage Row. Keep concrete option for cost comparison.
 - 2. What would Town like to see as a final deliverable for this concept?

E. Town Center to Beach Connectivity

- 1. What is the preferred design alternative among the three additional options presented? Could have the parking area lower similar to level of existing home. Wider sidewalks from Nan & Jerry’s to the beach. Sidewalk along east side of Town Center to kiosk with the crosswalk there. Enhance both Town Center and Blue Horse crosswalk.
- 2. Is there additional feedback or considerations we can use to inform a preferred alternative? Connectivity options discounted B and C. Option A is currently preferred but move building north. Option 1 (separate drawing) also has merit. Have Andrew send Site Access Option 1 and Option A. Option A has 13-14 spots. A has less space for a playground. Building envelope is the same envelope to include recreational activities. Andrew to bring back Option 1 plan view in an illustrative drawing. Andrew to check scale of parking spots, wider spots, 5 spots only angle back in. Footprint of the restrooms to be the same size as the current home. Send Baudhuin building envelope to Andrew. Have a sidewalk from the street to restrooms directly. Enhance sidewalk on north and south sides of Main between Town Center and Beach.

F. Fish Creek Beach Design

1. SEH is under contract to complete a building evaluation and ingress/egress study for the Town Beach
 - a. What is the Town's expectation for completion of the contract?
2. What is the Town's process for moving forward with final design of the beach, including location of curb cuts and treatment of stormwater at outfall?

VII. Other Discussion – ***Time Permitting***

A. Funding Opportunities

1. Funding Sources & Potential Projects

- a. TAP Funding – Bike Accommodation, Safe Routes to School (December 2017)
 - (1) Bluff Lane Trail Segment
 - (2) Northhaven Subdivision
 - (3) Other **Non motorized only.**
- b. Coastal Management Grant – Non-Point Source Pollution & Public Access (November 2017) **Concern on conditions.**
 - (1) Town Beach final design & construction
 - (2) Fish Creek stormwater/green infrastructure planning
- c. Fund for Lake Michigan – Non-Point Source Pollution (November 2017) **Pre application due next week with final grant request due in November. Restrictions?**
 - (1) Town Beach
 - (2) Fish Creek stormwater/green infrastructure planning
- d. WDNR Stewardship Funding – Parks & Trails (May 2018)
 - (1) Town Beach
 - (2) Sunset Beach Improvements
 - (3) Trail Connections to/from/through State Park & Fish Creek Park

2. Does Town want SEH assistance preparing any funding applications?

B. General Sidewalk Discussion

- a. Are there other sidewalk improvements (in addition to CTH F, Spring Rd, and Hide Side) the Town would like to construct concurrent with but outside WisDOT project? **Have a larger conversation on how the town should be consistent.**
- b. Would the Town like assistance from SEH on this project?

C. Communication Plan

- a. Deadline and Preferred Format for Town Board Packets **Preferred date is 1 week prior to the meeting.**
- b. Future DOT/SEH/Town Coordination Protocol
- c. Other recommendations to enhance communication **Include SEH on communication loop.**

D. Rapid Flashing Beacon **These would be a separate electrical service from the lighting system.**

1. SEH understands that this project can be done concurrent with resurface under separate Town contract. **Andrew to talk to Ken at both islands.**
2. Does Town want assistance from SEH on this project? **Amend lighting contract.**

Determination on modification to NE corner of the WIS 42 & Spruce Street intersection On Deck corner for Hwy 42 Project: Bump out creates more congestion. *Motion: (Hackbarth, Sohns) to do option 1 that is not a bump out. Carried with McKesson opposed.*

Review DC Planning interpretation of Zoning for “Food Truck” in Gibraltar/Town Response:

Consensus on the board to have the permit retracted. Not in favor of food trucks in the whole of the township. A draft letter was reviewed. Modifications to the letter include: having the whole board sign the letter, copy County Board Chairman and Chairman of RPC and add “We demand the planning department to retract the issued permit as well we will be seeking other legal alternatives. *Motion: (McKesson, Hackbarth) to send the amended letter as discussed. Carried unanimously.*

Determination of Wisconsin Public Employer's Group Health Insurance Program Option Resolution: Hagen gave an overview of the program options offered by Employee Trust Funds. *Motion: (Hackbarth, McKesson) Option 4, a deductible plan that allows employees to have optional dental. The dental option premium to be paid by employee. Carried*

Enter Closed Session: *Motion: (Hackbarth, McKesson) to enter into closed session at 10:18 p.m. Carried by roll call vote Sobns, Skare, Hackbarth, McKesson and Daubner*

- A. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Employee evaluations
- B. 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. Consideration of property acquisition

Exit closed session: *Motion: (Sobns, Hackbarth) to exit closed session at 10:50 p.m. Carried* The board entered into open session.

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

- A. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Employee evaluations/contracts
- B. Deliberating or negotiating the purchasing of public properties, investing – Purchase of public property

Adjourn: *Motion: (McKesson, Daubner) to adjourn at 10:52 p.m. Carried*

Respectfully Submitted,

Beth Hagen, Clerk