

**TOWN OF GIBRALTAR
SPECIAL MEETING WITH CLOSED SESSION
PER WISCONSIN STATE STATUTES 19.85(1) (c) and (e)
OCTOBER 19, 2017
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 P.M.**

Approved: November 1, 2017

Call to Order: Dick Skare called the meeting to order at 7:00 p.m.

Roll call/Quorum

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

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

SEH agenda topics:

- I. **Finalize Agenda:**
- II. **STH 42 Lighting Plan:**
 - A. **Historic Downtown Lighting Plan**
 - B. **SEH understands Town does not plan to install decorative light poles on Evergreen in 2019, only the underground conduit, conductors and pull boxes necessary to feed the existing poles from the new system: Connect to existing plan with installation at a later date. A cost estimate for the Evergreen light posts will be created. Consider installing the 2 additional lights.**
 - C. **SEH understands Town may desire additional power at following locations. Discussion regarding separate potential project to address electrical needs listed below. Many of these items are outside the STH 42 lighting scope of work. Town Center, Evergreen, 3 on Shore Road then 2 on Evergreen. Send maintenance sidewalk tight spots to Dane. Ashauer - alternate locations from requested light pole to be behind sidewalk. No bollards at the beach, Founders Square, the dock or Alibi. Dane will send copy of latest lighting plan. Separation of cost by project – Hwy 42, etc.**
 1. **Town Boat Trailer Parking Lot Separate contract**
 2. **Beach property Separate contract**
 3. **Parks along STH 42/Main Street – Receptacles Not discussed**
 4. **Existing or proposed information kiosks – Not discussed**
 5. **Existing or proposed wayfinding signage – Not discussed**
 6. **Vendors – Not discussed**
 - D. **Discussion Regarding Opinion of Probable Cost – Another agenda**
- III. **Landscape Treatment Areas on STH 42**
 - A. **Town Board's feedback on revised alternatives - A second island should be at the Y crossing not at Gibraltar School. DOT preferred concrete, McKesson soften the concrete with rug junipers. Sohns wider curb at the ends. Larger center walk area. Dimensions will be added to the drawing. Costs for landscape terrace does not appear to match. Split on landscape terrace – at school chain link fence, balance a green chain link fence with woodbine on the resident side. Paving up right to the wall. Consensus on property owner side of retaining wall – pressed concrete with woodbine. Check with Ashauer on offset from highway to sidewalk on the hill up to school. Offset to be colored concrete vs. grass. Colored concrete Wedgewood blue all the way through.**

Options for crosswalk finishes and costs. Main intersection finish the crosswalks that we want to encourage and no treatment to discourage 4th crosswalk. To beach 1 wide crosswalk and 1 wide by the kiosk. 1 wider crosswalk at the stairs to the beach. Check on space required between parking space and crosswalks. Move stair crosswalk to island, with one crosswalk on either side of the drop off island. Pocket rain garden on island?
- IV. **Wayfinding Signage**

- A. Discuss sign placement maps – Not discussed
- B. Discussion regarding next steps
 - 1. Final design, permitting (if applicable)- Not discussed

V. Fish Creek Beach Design & Town Center Connectivity

- 1. Feedback on preferred alternative - Dock cannot be moved (DNR), boardwalk nice idea. Beach will not go to east property line (buffer area). Match parking where DOT has vortecnic unit. Eastern entry to be wider, consistent with sidewalk. 10' paved walkway to pier for maintenance vehicle. This raises the questions of building size, use, silent sports, engineers. Dane can make changes to the rendering. McKesson feels the dock should be retrievable. Not a swimming dock, have it be railed with benches, wheelchair accessible with a wider end for viewing. DNR pier limitations?

A playground is favored. The existing playground should be eliminated. Screening on property lines east and west of cedars. Skare would like to consider privacy fence along east side and cedars. Hackbarth – possible brochure area in the beach building. The first thing to get done would be to have the pipe buried and the vortecnic unit in. Also need architect for building. Sohns - create the silent sports area the way the town wants to have and then regulate the vendor. Barb - chairbacks and umbrellas for vendor rental. Interactive waterfront, need to consider other people's concerns. Need contractor for storm pipe and ad for building. Does the town want SEH to continue: supplement for site plan, master engineering.

- 2. Opinion of Probable Cost

- A. Discussion regarding next steps - Final design, permitting (if applicable) - Not discussed

VI. Streetscape, Wayfinding, Parking Study – Discussion & Feedback Logo is blue. DOT sign standards will govern the community wayfinding then. Sign materials? Composite, change overlay? Dane to provide material information. Maintenance durability. Primary gateway should be Town of Gibraltar, secondary – Fish Creek, Juddville, Maple Grove. Property acquisition will likely be needed for Juddville and Maple Grove.

- A. Community Branding & Historic Interpretation – Not discussed
- B. Cedar Street Alternatives - Not discussed
- C. Sunset Beach Alternatives- Not discussed
- D. Cottage Row Alternatives - Not discussed

VII. Other Discussion

A. Pedestrian Network 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?

B. Rapid Flashing Beacon

- 1. Feedback regarding proposal Costs high end \$10,000 solar or hardwire, hardwire preferred. Estimate on flashing speed sign Jacksonport and Baileys Harbor. Jeff will work up cost estimate on design.

C. Desired Format for Parking Recommendations

- 1. PowerPoint - Not discussed
- 2. Word Document - Not discussed

D. Discuss timeline for completion of Streetscape, Wayfinding, Parking Study

- 1. Date for final presentation
- 2. Deliverables format

Timeline for moving forward, final decisions and next meeting for conceptual 30% streetscaping, wayfinding and parking. Destination locators not favored. Consensus of the board to have SEH to come up with separate price proposals for beach and property. Price for stormwater RFP etc. Put marigolds on the next agenda. SEH will need an easement for sidewalks at Cty F and Hide Side Corner Store – Skare to contact John Kolodziej.

DOT Hwy. 42 project financing: Skare stated that this agenda item is only a conversation starter. Points of discussion included:

- ✓ How will the sidewalks etc. be paid for?

- ✓ Who's paying for it, percentages?
- ✓ Crosswalks, lighting, sidewalks, who and how much?
- ✓ School should pay for their sidewalk frontage, they are northern door, 20%?
- ✓ YMCA crosswalk, can crosswalks be charged for?
- ✓ Property owners going north on the hill should they be charged for anything?
- ✓ What is the cost for all parts of the project? Dick to get costs from Jeremy.
- ✓ Condo associations? Municipality wide residents?
- ✓ The YMCA, Art School and Gibraltar School service all of Northern Door. Art School, YMCA and School should be treated all the same.

Financing of projects outside of Hwy. 42 projects: Previously the town has used a bond issue or bank note. Harris will get a list of potential bond vendors. A revenue bond is an option for the dock project.

Remove from the table: Propane Bids: *Motion: (Sohns, Hackbarth) to remove from the table propane bids. Carried*

Propane Bids: *Motion: (Sohns, Hackbarth) to contract with Gasco pending their approval of the contract acceptance date extension. If the extension of the agreement is not agreed to, the Ferrellgas contract should be accepted. Carried*

Snow removal equipment: The town was not successful in the Trackless auction. Sohns called Joe Biver to see if willing to patch the Trackless to buy time for equipment demos etc. Strantz in favor of patch. Ventrac, MultiOne, Toro, Wacker and Kubota were equipment vendors looked in too. *Motion: (Sohns, Hackbarth) to do the patch repair by Joe Biver on the Trackless. Carried*

Town Shop equipment funding: Strantz explained the need for the requisitioned items and their vendor. The balance of the Town Shop budget for 2017 will be estimated for the purchases. Sohns will meet with Strantz on the priority of equipment.

Budget amendment for Town Shop equipment: See previous agenda item.

Request for loan draw for Town Shop: *Motion: (Sohns, McKesson) to approve a town shop loan draw from Nicolet Bank in the amount of \$206,535.20. Carried*

Town Shop funding for balance of project: Future agenda item.

Enter Closed Session: *Motion: (Hackbarth, McKesson) to enter into closed session at 11:40 p.m. Carried by roll call vote Sohn, 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: (Hackbarth, Daubner) to exit closed session at 1:00 a.m. Carried* The board entered into open session.

Approve action taken in closed session: *Motion: 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: No action taken. body has jurisdiction or exercises responsibility – Employee evaluations/contracts
- B. Deliberating or negotiating the purchasing of public properties, investing – Purchase of public property: No action taken.

Adjourn: *Motion: (Sohns, McKesson) to adjourn at 1:00 a.m. Carried*

Respectfully Submitted,

Beth Hagen, Clerk