

**TOWN OF GIBRALTAR
SPECIAL MEETING WITH CLOSED SESSION
PER WISCONSIN STATE STATUTES 19.85(1) (c)
WEDNESDAY, NOVEMBER 15, 2017
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: December 6, 2018

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

Roll call/quorum:

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

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

Request to vacate Right-of-Way in regard to parcel #014-29312731, 4181 Cottage Row Court:

Jeff Harding on behalf of the property owners (Dunlap/Leeper) is requesting the town vacate the right-of-way (ROW) in front of their parcel. Harding was told by Rick Brauer of County Planning, that the inability to make improvements is due to a setback issue (25' from the ROW). Brauer is allowing them to park on either side of the entryway. If an improvement was put along the length of the front of the home the rear of a vehicles would extend into the ROW. The board did not feel that was a problem. Is an easement good enough to vacate the (ROW)? How would this affect the property possibly being land locked? Find out from Rick what the property owners can do. Get a legal opinion for the town. *Motion: (Hackbarth, Sohns) move to authorize them to park anywhere in the road right of way that is adjacent to their property and send this request to legal counsel for review after which it will be reconsidered. Carried*

Beach Project and connectivity to the parking lot: Skare stated stakes were placed where a 20 x 30 building would be on the property as a reference. Rick Wiley, Bay Shore Outdoor offered his knowledge in concessionaire operations. Lack of a beach concessionaire may be a positive for Fish Creek as it is the last beach without one. A concessionaire is a public/private partnership; the private should underpromise and over deliver for the operation to be fruitful for both sides. Management is a serious consideration as it is a direct reflection on the community. The concessionaire is "you" on the beach. The operation should be by contract based on a gross percentage; the agreement should be multi-year. For example, the State at Nicolet Beach had a 10% of gross floor minimum. The rental season is 10 weeks. Constraints are parking, physical space, and motorized and non-motorized traffic.

Sister Bay is the most relevant to Fish Creek. It is operating with 3 dozen pieces of rental equipment plus support equipment (displays/racks/computers/chase boat/life jackets etc.). Nicolet operates double the equipment on 100' of frontage. Sixty feet of beach would be needed at a minimum. Sohns stated a vendor could downsize yet remain workable. David Rack offered 12 paddle boards and kayaks but there was no chase boat. Sohns thought vertical racks could be used. McKesson suggested chair back and umbrella rentals.

Other discussion points:

- Waterfront Plan responses included the need for an interactive waterfront
- There may be a business model that has not been envisioned
- If the dock was moved to the west, kayaks could be tied on the east side
- No concession but a kayak/paddleboard friendly area with an area to launch vs using the boat ramp
- Does the town want silent sports at the harbor
- Do we plan in concession space in the building or have restrooms separate
- An activity is needed at the beach
- Simple storage racks
- Do not under-build the building

- One multipurpose building: restrooms, kiosk, concessionaire, meeting/rental space
- Kids history center, partner with GHA, interactive center, brochure rack, DCCB coloring book
- Hire additional dock staff to man the beach (public not private partnership)
- 4 gender neutral (family) bathrooms
- Tile
- Floor drains that will handle sand
- Wall-hung fixtures
- Power toilets
- On-demand faucet
- Hot water on demand
- Automatic soap dispenser
- Hand blowers/auto paper towel dispenser
- Large toilet paper dispensers
- Stainless shelf and clothes hook
- Handrails
- Automatic lighting, large wall mirror
- Automatic opening door latches from inside
- Changing table in each restroom
- Good air exchange
- Bathrooms open to the exterior, some/all?
- Year-round use of bathrooms
- Washstand outside for sand
- If open in winter, locate bathrooms on the south and/or west side
- Cellphone charging station
- Mini lockers
- Free wifi with electrical outlets
- Vending machines
- All automatic door locks
- Crawlspace, 2nd floor or only single story - storage
- Playground, sand buckets and pails, noodles
- “bath house” not bathrooms
- Ice rink
- Physical appearance as the original house
- Locate building same as pictured along east boundary
- One entrance ADA compliant
- Utilize space best ½ restrooms, ½ open space
- Civic Association Information Center is a good size open space minimum 30 x 15
- Do we take out the rock wall and slope to the beach?
- Dune grasses
- Toddler beach/sandbox
- Playground what type, metal plastic, wood with rock wall with matting
- Playground must be in the building envelope
- Solid dock and run stormwater pipe all the way out
- Have Paul Kent come and tell pro’s/con’s of bulkhead line
- Wooden gates- McKesson keep one as a natural kiosk with information about the beach, bath house, height considerations, smaller gate can be donated to GHA
- Bio swale, pocket rain garden, tiered flower bed – enhance the flowers, branding in select locations

The next step will begin with engineering at the meeting on the 29th.

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

Consideration of regulating the application of liquid animal manure ordinance: The revised draft of the ordinance was reviewed. *Motion: (Hackbarth, McKesson) to adopt Ordinance #2017-03, pending confirmation of the ordinance number, manure application ordinance. Carried* Skare read the ordinance.

Employee education reimbursement policy: The education reimbursement policy changes from the November 1st meeting have been made and the final draft readied for review. *Motion: (Sohns, Daubner) to approve the Employee Education Reimbursement Policy with changes as written. Carried*

Bluff Lane bypass update: Skare stated that Fox Hollow not interested in the bypass. No specific reason was given. Skare will contact Rick Menard regarding this. It was noted in the November issue of the Wisconsin Towns Association newsletter, page 13, under Condemnation for Bike/Recreation Trails that "... the statutes now prohibit a municipality from using its condemnation authority for establishing or extending "a recreational trail; a bicycle way...or a pedestrian way".

Consideration of town shop liaison stipend: This is a follow-up to increase the stipend given the underestimated workload that was needed. *Motion: (McKesson, Hackbarth) to pay a stipend to Karl Stubenvoll in addition to what he has received another \$1,500. Carried*

Food truck ordinance: *Motion: (McKesson, Sohn) move to table. Carried*

Enter into closed session: *Motion: (Sohns, McKesson) to enter into closed session at 10:10 p.m. Carried by Roll Call vote: Aye Sohn, Skare, Hackbarth, McKesson, and Daubner.*

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Exit closed session and enter into open session: *Motion: (McKesson, Hackbarth) to exit closed session at 10:45 p.m. Carried.*

Approve action taken in closed session: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. *Motion: (Sohns, Hackbarth) to approve action taken in closed session. Carried*

Adjourn: *Motion: (Skare, McKesson) to adjourn at 10:46 p.m. Carried*

Respectfully Submitted,

Beth Hagen
Clerk