

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY, DECEMBER 6, 2017
7:00 PM**

1. Approved: January 3, 2018

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: (Daubner, McKesson) to adopt the agenda as presented. Carried*

Approve minutes of previous meeting(s): *Motion: (Sohns, Hackbarth) to approve the minutes of November 1, 2017, regular meeting as presented. Carried Motion: (Daubner, Sohns) to approve the minutes of November 6, 2017 as presented.*

Carried Motion: (Sohns, Daubner) to approve the minutes of November 15, 2017 as written. Carried Motion: (Hackbarth,

McKesson) to approve the minutes of November 20, 2017 as written. Carried Motion: (Sohns, Hackbarth) to approve the minutes of November 20, 2017 as presented. Carried Motion: (McKesson, Hackbarth) to approve the minutes of November 27,

2017 as presented. Carried Motion: (Hackbarth, Daubner) to approve the minutes of November 28, 2017 as presented.

Carried Motion: (Sohns, McKesson) to approve the minutes of November 29, 2017 as presented. Carried

Committee Reports:

Parks & Lands: Brian Hackbarth reported the committee is working on year end spending to get a jump on 2018.

Fire Department/EMR: Fire Chief Anderson stated reminder to get chimneys cleaned and inspected by a professional.

Noble House: Barb McKesson stated the tree lighting is scheduled for Saturday at 5 p.m. followed by hot coco and coffee at the Blue Horse Beach Café.

Watershed: Linda Merline reported things are quiet.

Airport: No report.

Planning: Linda Merline stated outdoor displays were discussed. Bob Kufrin will be bringing back the sign overlay on Jan 2nd. The 2018 goals were reviewed and will be presented in January.

Harbor Commission: Dave Harris reported the dock is seasonally quiet and water levels are being monitored. Slip and mooring renewals have been sent out.

Room Tax: No report.

Building Committee: Karl Stubenvoll stated the committee met last Monday and reviewed the lock system quotes.

Clerk Report: Beth Hagen stated tax bills went out yesterday and nomination papers are available at the office and online.

Door County Coastal Byways Council: The council will meet on Friday at the Baileys Harbor Town Hall at 8:00 a.m. An enhanced web presence with the Door County Visitor Bureau will be discussed.

Chairman: Dick Skare spoke with Rob Robinson of the Door County Highway Department on the status of contracted road work: Maple Grove East and West Meadow are complete; Spring Road preparation for the 2018 repairs/resurfacing are in process. A list of crackfilled roads will be requested.

County Board: Supervisor Steve Sohns reported the Property Committee update on the community center grand opening has been backed up to January 18th from 4-6 p.m. A RFP is out for the library roof. A joint meeting of Airport, Parks, Highway, and Maintenance & Facilities was held regarding the reorganization of the departments.

Public Comment: None

Request for Temporary Class “B” / “Class B” Retailer’s License by FCCA for Saturday, February 3, 2018 Winter Festival at 4150 Maple Street 10:00 a.m. – 7:00 p.m.: Bob Spielman detailed the request.

Hackbarth asked if the area could include the area of activities: closed Maple and Spruce Streets, boat launch ramps, ice activity areas, Clark Park and town hall. *Motion: (Hackbarth, Daubner) to approve the request for Temporary Class "B" / "Class B" Retailer's License by FCCA for Saturday, February 3, 2018 Winter Festival at 4150 Maple Street 10:00 a.m. – 7:00 p.m. to include the area within the activities as discussed with appropriate posting. Carried*

Remove from table: Request for burial variance at Blossomberg Cemetery: *Motion: (Sohns, McKesson) to remove from the table: Request for burial variance at Blossomberg Cemetery. Carried Hackbarth opposed.*

Request for burial variance at Blossomberg Cemetery: Discussion was raised about the family history being dated back to Holand who was born in 1872 and if the Triggs were ever landowner's in Gibraltar. Citing the previously approved variance Ken Resler had been a Gibraltar property owner and had documented family history to 1860. *Motion: (Skare,) to allow the burial of Glendon R. Trigg in Blossomberg Cemetery. The motion failed for lack of a second. Motion: (Hackbarth, McKesson) motion to deny the variance request for Glendon R. Trigg as it did not meet the criteria that had been set for a previously approved request. Carried with Skare opposed.*

Determination of Grant writing consultant for 2018 River Management Grant submission: Linda Merline gave an overview of the Plan Commission's recommendation to engage Bob Bultman of ReStore EcoLogical Services. Bultman stated the fish passage issues were considered highest priority for the grant application. He did not believe that it would take more than 30 hours at \$100/hour to complete the grant application. The grant deadline is February 1, 2018. *Motion (Hackbarth, Daubner) to go with the Plan Commission's recommendation (Bob Bultman, ReStore EcoLogical Services) not to exceed \$3,000 without coming back to the board. Carried*

Baudhuin Parking Lot Plan: Option A and B were reviewed. Discussion points:

- ✓ Option A has 55 boat trailer spaces but does not have room for expansion.
- ✓ Option B has 60 boat trailer spaces, handicapped spaces, a character more in keeping with what the board was looking for.
- ✓ Option B is 30' back from the northern property line; consider screening/fencing.
- ✓ Dedicated spaces for tour busses
- ✓ A DNR land disturbance permit will be needed
- ✓ Goal of the storm pond is to improve water quality prior to discharge
- ✓ Downcast, security lighting is planned
- ✓ Improvements can be made in a phased process; first cleared then graveled, then potentially paved
- ✓ Next step DNR permit and final design components by Baudhuin
- ✓ Permits when granted are good for 2 years
- ✓ Bob Spielman amenable to merging parking lots at the southern end of Spielman's lot
- ✓ Long term trailer parking at the town dump to compliment this lot
- ✓ Stubenvoll can see a benefit to a fence, but not on the property line
- ✓ Connection of rubber aggregate or paving to the Town Center lot along western boundary
- ✓ A separate conversation will be had on the details

Motion: (Hackbarth, Sohn) to adopt site plan Option B and move forward with the next step of the process. Bob Kufirin and Pete Hurth will work with the neighbors on fencing and the additional bus parking with details to be worked out later. Carried

Update on SEH projects: There was nothing new to report.

Supplemental Letter of Agreement for Fish Creek Beach Survey and Lab Analysis: The agreement is for the Fish Creek Beach Survey and Lab Analysis. Miller Associates had previously done beach analysis/study, it was questioned why another study was needed. Portions of the attachment are new to this beach project. No action was taken. Skare will follow up with Andrew Dane.

Update on Hwy. 42 project: Skare stated Ashauer would like to have decisions on aesthetics going up the hill. Land acquisition is waiting for appraisals. Sidewalk overhead views were requested with cost options on

concrete vs pavers vs? Unofficially the retaining wall is going to have a landscape block with Woodbine. Aesthetic choices need to be made official; the deadline was December 1st.

Parks & Lands recommendation to modify Blossomberg Cemetery Easement Agreement with

WIDNR: Hackbarth stated the committee re-evaluated the DNR agreement restrictions. Proposed revisions:

- ✓ Remove 2, 3, 12, 15, and modify 6
- ✓ Remove stipulation that those being buried must be Town of Gibraltar property owners or their descendants
- ✓ Check into the easement being changed to land being given to the town.

Hackbarth felt the board needed to make a decision on how it felt and how to proceed. *Motion: (Hackbarth, Daubner) to proceed with cemetery modifications as discussed with the new town attorney to be brought back to the March 2018 agenda. Carried*

Plan Commission term appointments: *Motion: (Hackbarth, McKesson) to approve the Plan Commission appointments of Linda Merline and Doug Lindemann to expire December 31, 2020. Carried*

Building Committee recommendation to increase membership size: *Motion: (Hackbarth, McKesson) to increase the size of the Building Committee to 5 members. Carried*

Building Committee term advertisement: *Motion: (Sobns, Daubner) to advertise for the open terms on the website and local posting locations. Carried*

DCEDC Housing Study funding: *Motion: (Daubner, McKesson) to fund the Door County Economic Development Council (DCEDC) \$5,000 for the housing study, and to be paid after the first of January, 2018. Carried*

Building Committee recommendation on lock systems for Town Shop, Fire Department, and public restrooms at Noble Annex and Town Hall: Karl Stubenvoll outlined the lock system recommendation. *Motion: (Hackbarth, McKesson) to approve the \$5,272 and \$6,224 for the annex, maintenance building, and town hall out of capital improvement funds and amend if the Fire Department has the money in their budget to do their locks. Carried*

Appointment of 2018-19 Election inspectors: Hagen stated no partisan election inspectors had been forwarded from either the Democrat or Republican parties. The proposed inspectors are non-partisan. *Motion: (Sobns, Hackbarth) to approve the appointment of the 2018-2019 election inspectors as presented. Carried*

Adopt the 2018 Budget: *Motion: (Hackbarth McKesson) to approve the 2018 budget as presented. Carried*

2017-18 Operator's Licenses: *Motion: (Sobns, Skare) to approve the 2017-18 operator's license as presented (Kevin Deremo). Carried*

Payment of bills: *Motion: (McKesson, Daubner) to pay the bills for November except for the insurance renewal of \$35,458.51. Carried, Sobns abstained.*

Adjourn: *Motion: (McKesson, Sobns) to adjourn at 9:59 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk