

**TOWN OF GIBRALTAR  
SPECIAL MEETING WITH CLOSED SESSION  
PER WISCONSIN STATE STATUTES 19.85(1) (c) (e)  
THURSDAY JANUARY 18, 2018  
7:30 PM**

**Approved: February 7, 2018**

**Call to order:** Dick Skare called the meeting to order at 7:30 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: (Sohns, McKesson) to adopt the agenda as posted. Carried*

**Fire Chief job description:** Jim Austad gave an overview of the draft description. Fire a higher percentage, EMS a lower percentage is expected for off hours. Higher level calls, multi unit response. Calls to exclude may be easier. \*expected response after business hours Adrian – measurable and achievable, most is 51%. – terminology vs. a number that would lend itself to reasonable expectation. Separate the types of calls as well.

- o Attend monthly town board meetings
- o Description makes home rule specific
- o Add in the K12 focus
- o Coordinate public safety concerns with GPD
- o Coordinate public safety concerns with other town departments
- o Minimum requirements can the individual meet certifications within the 2 year timeframe?
- o FSLA Exempt in reference to work hours

A modified description and advertisement flyer will be brought back for review approval.

**Fire Chief advertisement and advertising location(s):** A sample ad was distributed. The ad will be both in print and online. Should the county, especially Northern Door be stressed and the fact that the town has Juddville, Fish Creek and Maple Grove. Need to sell the community. Brag about school, crime rate, silent sports, include a map of the peninsula. Mentioning the arts/culture.

- o Great Lakes Dispatch – daily email with job postings.
- o Also need to send out flyers to those who might not be looking but may be intrigued.
- o Passive searches reach greater distances
- o Story on the local paper that could be picked up by other trade search engines and republishes.

**Recruitment Timetable:** It only takes a couple days to get the information out after board approved. Usually use a shorter recruitment time of 4 weeks. Those particularly interested if using a 8 week window those serious send in at 6-7 weeks. Will put together a suggested calendar. Supplemental questions are sent back to the candidates. State law cannot be more restrictive than 15 miles from the boarder as the crow flies.

After conditional offer - background check and physical, psychological exam?

**Fire Chief pay range:** Previously discussed \$50-65,000 plus benefit package

**DOT Hwy 42 project update and action items:**

- A. Retaining walls: description not a vendor, look like natural limestone, planting virginia creeper and woodbine
- B. Fence options - green chain link, does the plantings need protection prior to being an established planting?
- C. Sidewalk terrace along retaining walls: Faded terracotta approximates desktop specifically, can this be matched to pavers?

\*start grass from the bus parking space at the auditorium matching to the south side of the road. Dick stated the school, YMCA and art school agree to maintain the grass. Memorandum of understanding was recommended, also include Top of the Hill Condo Association.

*Motion: (Skare, McKesson) to standard DOT grass from the driveway/fence of the auditorium east past the art school, to the YMCA on both sides. Headed west from the driveway/fence of the auditorium it will be colored concrete. There will also be a Memorandums of Understanding with the property owners for maintenance. Carried with Hackbarth opposed. Ask Doug for the new terrace measurements.*

D. Splitter island finishing

E. Pedestrian crossing permits: to many crosswalks at the beach. 1 at the willow tree at Speilmans,

2. Mac/Brian put the crosswalk in front of blue horse, retain the one in front of the TC, add one at willow to the condos, maintain the one but move a little east at NLY, move the existing crosswalk at shore road to the west and the

one that crosses shore road is maintained. The one from Stretches to homestead is maintained. If cannot have the one across the highway to the stairs this would be the sacrifice crosswalk. The one at the hill at the main street Carried.

Hack would like the crosswalk from corner store to noble to be eliminated.

- A. Lighting – final design
- B.

**Review timelines for SEH projects:** Construct phase 1 at the beach after Labor Day. Goal is to complete the beach in April 2019. Abandoning Brown Avenue does not impact the timeline. Verify the deadline for moving the house and other buildings. If no action prior to February have it on an agenda to deal with demolishing etc. Get more aggressive with final design for beach up to April or May. Sue Enroth discussion with Dick on stormwater outfall.

Bathroom redesign combine janitorial/storage and mechanical room. Reduce the jan/storage to 7.6 x 6'. Ask Andrew for electronic copy. Door to close off bathrooms from the open space, use French doors. Glass panels on either side of the front door.

**SEH Supplemental Letter Agreement(s):** *Motion: (Sohns, Skare) to approve the supplemental letter agreement for the Town Beach Storm Sewer Design Task 1,2 and 3 in the sum of \$30,000 pending future discussion on alternate plans. Carried* SHE will wait for the town to give notice to proceed.

SLA Wis 42 Rapid Flashing Beacon Design: SS are there alternatives? Investigate status on copyright. SLA for real estate acquisition is coming. Jeff Saxby questions willingness to consider a changeorder on the 3 sidewalks as it has gone over budget.

**SEH sidewalk easement acquisition at Hide Side Corner Store and Top of the Hill Shops:**

**Enter into closed session:** Motion: (McKesson, Daubner) to enter into closed session at 11:04 p.m. Roll Call: Skare, Sohns, 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
- 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 and enter into open session:** *Motion: (Skare, McKesson) to exit closed session and enter into open session at 12:38 a.m. Carried*

**Approve action(s) taken in closed session:** *Motion: (McKesson, Sohns) to approve action taken in closed session. Carried with Hackbarth opposed*

**Adjourn:** *Motion: (McKesson, Hackbarth) to adjourn at 12:38 a.m. Carried*

Respectfully Submitted,

Beth Hagen, Clerk