

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING WITH CLOSED SESSION
PER WISCONSIN STATE STATUTES 19.85 (e)
WEDNESDAY, FEBRUARY 7, 2018
7:00 PM**

Approved: March 7, 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, Daubner) to approve the minutes of January 3, 2018, special meeting as presented. Carried Motion: (Hackbarth, McKesson) to approve the minutes of January 3, 2018, regular meeting as presented. Carried Motion: (Hackbarth, McKesson) to rescind the previous motion. Carried Motion: (Hackbarth, McKesson) to approve the minutes of the January 3, 2018 regular meeting as corrected. Carried Motion: (Sohns, McKesson) to approve the minutes of January 10, 2018, special meeting as presented with SEH notes attached. Carried Motion: (Daubner, McKesson) to approve the minutes of January 31, 2018, special meeting as presented. Carried*

Committee Reports

Parks & Lands: Brian Hackbarth reported the committee has created a plan for Sunset Park for erosion control below the wall.

Fire Department/EMR: Captain Adrian Murre reported that the department has partnered with the American Red Cross to provide smoke alarms to residents of Gibraltar. To participate in this program visit the departments Facebook page or contact the fire department directly. Information also can be found at the town office and website. Winterfest went well with photo ops and standby for the fireworks.

Noble House: Barb McKesson stated “All Things Chocolate” continued to be a successful fundraiser at the Winter Festival.

Watershed: Linda Merline stated the town applied for a River Management Grant on February 1st. The grant application is focused on restoring fish passage in the creek.

Airport: Lack of representation or report was noted.

Planning: The sign portion of the overlay has been revised and will be discussed at the upcoming Joint Plan Commission/Town Board meeting.

FCCA: Bob Speilman stated this year’s festival was the 2nd most successful in festival history.

Harbor Commission: No report.

Room Tax: No report.

Building Committee: Karl Stubenvoll stated the committee is seeking bids for the library furnace.

Clerk Report: Beth Hagen stated Primary in-person absentee voting is open in the town office Monday – Friday from 10 a.m. to 3 p.m. until February 16th. The Primary is Tuesday, February 20th. On our website under the government tab there is a link to print and send in an absentee ballot request. The request needs to be submitted with a photo ID.

Door County Coastal Byways Council: Beth Hagen reported 30,000 brochures will be reprinted for \$1,900 using Schmeckle. A digital version of the coloring book is being worked on.

Chairman: Dick Skare stated the excavation for the Spring Road culvert extensions will begin next week.

County Board: Supervisor Steve Sohns reported the Community Building soft opening was well attended. A county conference was held in Madison. A number of bills at the state level will be reported on next month.

Public Comment:

- Christie Weber stated the tourists painted a Norman Rockwell scene of the Winter Festival.

Consideration of demolition of beach buildings and site preparation: Christie Weber stated the moving timeline is weather dependent and preparations are in process. The buildings will be moved while there is still

frost in the ground. If any trees need to be removed Christie will contact the town office and/or Patrick Strantz. McKesson stated the gates need to be removed and taken care of. McKesson has an individual that will refurbish them and reinstall. McKesson will work with Patrick on this. GHA is interested in the picket fence.

Special Event Request: Peninsula School of Art, Plein Air Festival July 24 – 26th, 2018, Use of Clark Park, Tent, Banner, Direct Sales: Cathy Hoke stated the request is the same as last year to use Clark Park Wednesday of the Festival week. Direct sales will be of school merchandise; the tent will be put up on Tuesday the 24th and taken down the 26th and banners to be put up at Noble Square and the art school. There were no issues or complaints. *Motion: (Hackbarth, Daubner) to approve the event request as presented with use of Clark Park July 24-26 with the ticketed event itself on the 25th. Carried*

Peninsula School of Art Request for Temporary Class “B” and “Class B” Licenses for Door County Plein Air Festival July 25th 2:00 p.m. - 10:30 p.m., Clark Park, 4150 Maple Street: *Motion: (Hackbarth, Sobns) to approve the request for Temporary Class “B” and “Class B” Licenses for the ticketed event Door County Plein Air Festival July 25th 2:00 p.m. - 10:30 p.m., in Clark Park at 4150 Maple Street. Carried*

Peninsula School of Art Request for Temporary Class “B” and “Class B” Licenses for Door County Plein Air Festival July 27th at 3:00 p.m. through July 28th at 10:00 p.m. at 3900 Cty. F: *Motion: (Hackbarth, McKesson) to approve the request for Temporary Class “B” and “Class B” Licenses for Door County Plein Air Festival July 27th at 3:00 p.m. through July 28th at 10:30 p.m. at 3900 Cty. F Carried*

Petition for Grant of Variance from Section 3.02(3)(a) of the Door County Zoning Ordinance that requires structures be setback at least 40 ft from a side property line: Edgewood Orchard Gallery, Parcel #014-01-08302713B1: Linda Merline detailed the petition request and the recommendation of the Plan Commission. The walkway is considered an appurtenance to the principle building, even though it is connected to an accessory building. It would be unreasonable to comply with the setback. No harm to the public interest as neighbors are supportive and it enhances aspects of public safety at the gallery. The structures predate zoning. No mention was given to inconsistencies with the Town’s Comprehensive Plan. It meets the spirit of the variance requirements. *Motion: (Daubner/McKesson) to support the Petition for Grant of Variance from Section 3.02(3)(a) of the Door County Zoning Ordinance that requires structures be setback at least 40 ft from a side property line: Edgewood Orchard Gallery, Parcel #014-01-08302713B1. The original motion carried unanimously. Motion: (Hackbarth, Daubner) to amend the original motion to request that petition fees be refunded. Carried with Skare opposed to the amendment.*

Parking lot project: Timeline, Costs/Financing, Information and other necessary project related decisions: Skare stated the surveying was completed. Discussion points:

- Did the project need to go out to bid
- Do not want to use stumps as fill
- More details are needed on felled tree transportation to Hensschel’s
- A written proposal is also needed from Henschel
- There will be a 30’ buffer behind Karl’s and a buffer at the ridge
- Have the county rebid the first 2 items on the project using rock in place of the stumps and optional 1.75” and 2” asphalt
- Any cost savings if our crew was cutting vs hauling with the county
- A missed area that had been discussed in the Waterfront Plan was to have a staging area for Chambers Island deliveries etc. Brian Merkel stated that area would need additional asphalt due to heavy equipment.

- Timing concern with bat window
- Estimates would be needed for the beach project, but to consider taking out one loan for the 2 projects
- Only the top 2 processes in the highway department estimate are being sent out for bids, the balance will be completed by the county

Motion: (Skare, McKesson) to put this out for proposals for tree and stump removal, grubbing, site excavation, storm water retention facility, fill placement and compaction as well as aggregate base course placement, grading, compaction (1st 2 estimates).

Carried

Sidewalk across from Town Center to beach – widening/streetscaping: Andrew Dane had spoken to Ken Tallion about potential pole movement with the widening of the sidewalk. Per Ken some movement is not an issue. Widening the sidewalk at the same time as the beach project, PVC could be stubbed in for the lighting. *Motion: (Sohns, McKesson) to widen the sidewalk across from the Town Center to the beach.* Carried

DOT Hwy 42 project update: Skare met with Ashauer regarding a private property easement last Friday. The DOT will have a joint meeting with Peninsula Art School, Door County Land Trust and the town on Tuesday at 1:00 p.m.

- Appraisals have been completed by the DOT and negotiations are anticipated to begin
- The DOT appraisals are for full market value.
- If a decision is to be made a quorum of the board will need to be present
- The board is looking to negotiate an agreement for less than full value
- The board expressed the feeling that all 3 entities serve Northern Door so the cost of the new amenities (bike/ped) be borne by the schools and YMCA
- Separate meetings will be needed for negotiating with Peninsula Art School, Gibraltar Area Schools and the YMCA outside of the DOT meeting

SEH project update:

- Action items were sent to the DOT
- Latest revisions of the 30% streetscaping design plan from Jan 3rd will be sent
- Add diagonal parking and parallel parking streetscape to plan options for Sunset Park on Main Street and Cottage Row
- Andrew spoke with Casey of the Fund for Lake Michigan. The Fund may have interest in the stormwater project as it relates to the beach project.
- Dane encouraged the town to put in a pre-proposal to the Fund which is due in a few weeks; a draft proposal will be sent next week for discussion at the 2/21 meeting
- In the pre proposal ask for vortecnic thru to the sand project
- Options of inline filters after vortecnic unit were mentioned
- Due to limited space a bio-swale may not be considered unless it is a demonstration rain garden
- Fund could potentially fund design, installation, and construction administration
- Might the grant pay to remove the impervious surface of Brown Avenue
- The parking lot, watershed and beach are all working toward improved water quality
- Beach propane tank to be underground
- Fencing cannot be put on the sand
- DOT will be attending on the 21st
- Add the widening of the sidewalk to the beach contract
- The building envelope drawing will be sent to Andrew

SEH Supplemental Agreement(s) approval:

- Real estate acquisition for the 3 sidewalk segments will be another supplemental agreement
- *Lighting – Motion: (Hackbarth, McKesson) to approve supplemental agreement for the lighting at \$3,750* Carried

- *Sidewalk design- Motion: (Hackbarth, Sobns) to approve the supplemental agreement for the sidewalk design at \$6,000. Carried*

SEH Flood Plain Mapping: Coastal analysis/mapping is being redone by FEMA; this does not include stream studies or watersheds. To be proactive, modeling/engineering should be done to have necessary information on hand to present to FEMA for map amendments. The still include properties that were added in the 2009 maps that were not actually in the flood plain. Dane will get more information and an engineering cost for the meeting on the 21st.

Door County Tourism Zone Commission Appointment: *Motion: (Sobns, Daubner) to reappoint Bill Weddig to another 2-year term on the Door County Tourism Zone Commission. Carried*

Determination of removal of felled trees at Sunset Park: Patrick Strantz reported that Henschel's Sawmill will purchase the wood at Sunset Park. Strantz will determine the best means of delivery to the mill. *Motion: (Sobns, Skare) to sell the felled trees from Sunset Park to Henschel. Carried* Timbers from other projects will be considered at another meeting.

Walkway in Sunset Park: A sidewalk on the north side of Main from Cottage Row to Sunset Beach was not considered necessary. The walkway would be further into the woods than what is depicted on the SEH drawing. It should have an inviting entrance, include lighting, meandering, and aggregate surface. Hackbarth wants blacktop or concrete for the surface path. Planting of new trees to fill open areas in park. The board will make the plan. Ideas will be garnered from Parks & Lands.

Determination of 2017 unassigned funds to be transferred to Capital Improvement Fund: *Motion: (Hackbarth, Sobns) to put \$178,633 into the CIP with the understanding that the Building Committee still goes forward with the furnace (Library) out of the minimum fund balance. The board to meet next week to determine debt spend down from CIP. Carried*

Approval of Harbor Commission term advertisement: *Motion: (Hackbarth, McKesson) to approve the advertisement with the request to stagger terms on a future agenda. Carried*

Payment of bills: *Motion: (Sobns, Daubner) to pay the bills as presented. Carried*

Enter into closed session: *Motion: (Daubner, McKesson) to enter into closed session at 11:01 p.m. Carried by roll call vote: Skare, Sobns, Hackbarth, McKesson and Daubner*

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: (Hackbarth, McKesson) to exit closed session and move into open session at 11:26 p.m. Carried*

Approve action(s) taken in closes session:

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. No action taken.

Adjourn: *Motion: (McKesson, Sobns) to adjourn at 11:26 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk