

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY OCTOBER 3, 2018
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: November 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, Barb McKesson, Dwayne Daubner and Bill Johnson

Board members absent: None

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

Approve minutes of previous meeting(s): *Motion: (Sohns, Daubner) to approve the minutes of September 5, 2018, regular meeting as written. Carried Motion: (Sohns, Daubner) to approve the minutes of September 18, 2018, special meeting as corrected. Carried*

Committee Reports

Parks & Lands: Brian Hackbarth stated the committee approved the planting of numerous trees on multiple public properties. The committee response to the board's request for recommendation on the marigold planting space is to fill the sidewalk space with plain concrete.

Fire Department/EMR: Gibraltar Fire Chief Bertges reported 30 calls in September. The smoke detector program is ongoing. An Assistance to Fire Fighter's Grant (95/5 percentage split) is being applied for in the amount of \$700,000 for a 4x4 Rescue/Engine to replace Engine 8. October 27th is the Fire Department open house. As of last Friday, \$242,000 has been raised for the new fire boat. The boat will be on the water by spring. The next project is updating extrication equipment.

Noble House: Barb McKesson stated ghost tours are continuing. The museum will be open to the end of the month.

Airport: Marty Franke stated the airport is anticipated to end in the black. The town completed mowing of approximately 45 acres. Another full load of fuel was purchased with \$1.24 profit built into the price.

Watershed: No report

Planning: No report.

Harbor Commission: Dave Harris stated the harbor had a very good summer with a number of record setting days. The dock will be closing October 14th. Mooring inspections are nearly completed. Updating of fuel dispensers are being investigated.

Room Tax: Bill Weddig stated Gibraltar was up 3% with the balance of the zone up 1%.

Building Committee: Karl Stubenvoll stated there was nothing to report other than what is on the agenda.

Maintenance Department: Maintenance Supervisor Patrick Strantz reported that ditch mowing is completed. Shouldering will be done over the next couple weeks. Next week sections of Peninsula Players will be repaved in an effort to extend the life of the road.

Clerk Report: Beth Hagen stated absentee ballots for the November 6th election are available for early voting.

Door County Coastal Byways Council: Beth Hagen stated the 2020 renewal process for the byway is beginning, the corridor management plan needs updating. It can be found on the Door County Land Use website. The long-range plan is in the Byways interpretive book; there will be discussion on consideration of upcoming projects in the near future. 2019 budget requests to member municipalities have been reduced to \$100.

Chairman: Dick Skare stated that Rick Toyne is working on the Bath House final renderings and narrative, it will be put on our website and sent out as a mailer.

Public Comment:

- None

Agenda Items:

Special Event Request: Northern Door YMCA Ugly Sweater Fun Run, December 8, 2018, Gibraltar Road closure 10 – 11:15 AM, Law Enforcement: Heidi Erickson YMCA detailed the event for this year and conveyed the success of last year's event. *Motion: (Sohns, Daubner) to approve the special event request for the Northern Door YMCA*

Ugly Sweater Fun Run, December 8, 2018, Gibraltar Road closure 10 – 11:15 AM on 1 side of the road with assistance from Law Enforcement. Carried

Consideration of Door County Wayfinding Initiative: Cambria of the Door County Visitor Bureau and Pam Seiler of the City of Sturgeon Bay presented the Door County Wayfinding Initiative. Each municipality is being invited to join the county wide initiative for continuity, connectivity and branding in the peninsula. Axia specializes in wayfinding. Each municipality would be able to maintain their unique qualities while joining in the initiative with signage that would tie the county together. There were concerns by the town as the wayfinding portion of our municipal plan has already been completed and this would be duplicating what has already been done at a minimum cost of \$7,000. *Motion: (McKesson, Sobns) to hold on this project but stay informed. Carried*

Consideration of Multi-year Contract for Fish Creek Scenic Boat Tours: The new draft was reviewed. *Motion: (Johnson, Sobns) to approve with the changes from the Harbor Commission to the fee, insurance change from \$2,000,000 to \$1,000,000, and change to a 3-year contract. Carried*

Consideration of Municipal Financial Advisor Services Proposals: Four proposals were received and reviewed: Ehlers, Baird, Springstead and PMA. Johnson gave an overview of bonding for future projects with estimates and timelines. Johnson stressed the sense of urgency to act in relation to the interest rates anticipating that the Federal Reserve will be increasing multiple times over the next year. Dick stated he spoke with Attorney Gagan who recommended Ehlers. *Motion: (Skare, Johnson) to hire Ehlers as our consultant. Carried with Daubner and Sobns opposed.*

Building Committee recommendation for Town Shop Snow Retention System: Stubenvoll stated after getting prices from a vendor the cost was much less than the PBS quote. *Motion: (Daubner, Johnson) to approve the kits not to exceed \$3,000. Carried*

Determination of Business Signing Plan for DOT Hwy 42. Project: Jeremy Ashauer will meet with the businesses at the end of October. The town board will be taking the lead vs. each business taking care of themselves. Conversations should cover cost sharing, general and specific sign locations and media use (postcards, websites – FCCA, DOT 511, town). Types of signage: general and business specific. There will be a pre-construction meeting in mid-January where detours will be firmed up.

Ad Hoc Committee: Shane Solomon, Paul Woerfel, Britt Unkefer, Brian Merkel, Karl Stubenvoll, Bob Spielman, Barb McKesson, Mike Jacobson and Denise Stillmann are to come up with a signage program for the businesses. *Motion: (Skare, Johnson) to form the Ad Hoc committee and they are to deal with business signage during the DOT project. Carried* Shane Solomon will represent the committee. The committee will meet on the 9th at 7:15 p.m. at Julie's Café. A special meeting of the town board will be held on the 18th at 6 p.m. specifically to meet with the ad hoc committee.

SEH Supplemental Agreement – Biofilter Boring: *Motion: (Skare, Johnson) to make it a not to exceed \$5,000 for biofilter boring, and to use a local contractor. Carried*

Set date for workshop: WPS upgrade, possible addition utility inclusions/options: Dick stated a workshop will be scheduled for the afternoon of the 23rd to go over the whole plan with WPS, the Trident pole people and other utility vendors. Dick will check with SEH for their availability. A specific time will be set closer to the workshop.

Consideration of Direct Deposit Payroll Option: Hagen detailed the pros and cons and costs for in house and direct deposit payroll options. *Motion: (McKesson, Sobns) to use direct deposit for fire/emr payroll. Carried*

Approval of Ordinance 2018-01: The ordinance was reviewed. *Motion: (Johnson, Sobns) to approve Ordinance No. 2018-01. Carried* Skare read the ordinance into the record.

Approval of Ordinance 2018-02: The ordinance was reviewed. *Motion: (Johnson, McKesson) to approve Ordinance No. 2018-02. Carried* Skare read the ordinance into the record.

Set date for 2nd Budget Meeting: The second meeting for the budget will be on October 24th at 6 p.m. with a third meeting on the 30th at 6 p.m. as well.

Budget amendment to fund Spring Road Improvement \$265,000 from CIP: *Motion: (Sobns, Johnson) to move the funds for the Spring Road project in the amount of \$265,000 from the CIP. Carried*

Payment of bills: *Motion: (Daubner, Johnson) to approve the bills for payment as presented. Carried*

Adjourn: *Motion: (Johnson, Daubner) to adjourn at 10:16 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk