

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING WITH CLOSED SESSION
PER WISCONSIN STATE STATUTES 19.85(1)(e)
WEDNESDAY FEBRUARY 6, 2019
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: 2/28/2019

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

Approve minutes of previous meeting(s): *Motion: (Sohns, Johnson) to approve the regular meeting minutes of January 2, 2019 as presented. Carried Motion: (Johnson, McKesson) to approve the special joint Town Board and Plan Commission meeting minutes of January 22, 2019 as written. Carried Motion: (Sohns, Johnson) to approve the special meeting with closed session minutes of January 30, 2019 as written. Carried*

Committee Reports

Parks & Lands: No report.

Fire Department/EMR: Fire Chief Andy Bertges stated there were 19 calls in January. No incidents at Winter Fest. Seven members of the department are taking an Incident Safety Officer course.

Noble House: Laurie Buske stated “All Things Chocolate” was a huge success, not even a cookie was left. There were 70 different types of chocolate delights. Thanks, were given to the many volunteers, bakers, donors and businesses who made the fundraiser a success.

Airport: No report.

Watershed: Linda Merline stated the Shedd Aquarium asked if the committee would monitor the 2019 sucker run.

Planning: The commission had a joint meeting with the board last week. Follow up meetings will be held next week Monday and Wednesday to hear in depth recommendations on zoning issues.

Harbor Commission: No report.

Room Tax: Bill Weddig stated the zone was up 2% in November. Rental of condominiums and homes are increasing the average room rate.

Building Committee: Karl Stubenvoll stated the committee did not meet in January but did participate in the beach house construction plan discussion on Monday. Stubenvoll had specific concerns about electric costs related to heating in the Noble Annex. The committee wants to review the 100% plan prior to let.

Maintenance Department: Maintenance Supervisor Patrick Strantz reported the equipment is holding up with the cold. The ice and snow retention system on the shop is working well.

Clerk Report: Beth Hagen stated the Spring Primary is scheduled for February 19th. The Gibraltar School Board race is the only race on the ballot. Absentee ballots are available. Sara Lancaster stated the application to .gov domain has been approved and is currently being implemented. The website will be transitioning to the new format with automatic links to the new site. The new URL is Gibraltar.wi.gov.

Door County Coastal Byways Council: Beth Hagen stated the next meeting is scheduled for 8:30 a.m. March 15th at the Sevastopol Town Hall. The DCCB renewal process begins in the spring of 2019. Ann Miller will be meeting with member boards regarding the process. Mariah Goode, Director of Door County Planning gave an overview of what is known about the signage changes at the state and federal level due to the Supreme Court case Reed v. Town of Gilbert (Arizona). The county is drafting a new sign chapter to be reviewed and approved by the DOT with the idea to prohibit all off-premise signs anywhere, except with existing businesses and only allowed in commercial districts and distinguish between core and non-core.

Chairman: No report.

Public Comment:

- Jayson Merkel expressed concern on the narrowing of downtown streets due to snow.

Agenda Items:

Presentation of Door County Housing Analysis: The Door County Economic Development Corporation (DCEDC) engaged AECOM to complete a housing market analysis for Door County. The effort was supported by both the public and private sector. The purpose of the study was to define housing-related issues within Door County and identify strategies for how they could be addressed. The analysis divides Door County into three geographic zones: Northern, Central and Southern. Three types of housing were focused on: year-round workforce housing, year-round senior housing and seasonal housing. Statistics used were from 2010-2017. The study identifies three initial critical path efforts in response to apparent workforce housing challenges in Door County. The analysis identified several additional areas of focus that will support future development of workforce housing.

A Housing Symposium was hosted by DCEDC on February 5th, with specific representatives from a variety of professions, local and state organizations, and private enterprise; Dick Skare, Barb McKesson and Nancy Sargent were among the invitees. Skare said one takeaway was that for every 100 housing units the economic impact is \$5,000,000. McKesson's initial takeaway was the level of those who need assistance in the housing area in Northern Door. Nancy Sargent was drawn to the idea that municipalities could go together on grant applications to create a greater total project yet have the individual municipal projects.

Paige Funkhouser, Economic Development Manager for DCEDC stated she is in the process of consolidating the ideas and will reconvene the Housing Committee to turn these ideas into actionable items which should take about 2 months. DCEDC will then visit the sponsoring communities to present the ideas and ask for further ideas from the towns/villages, and community involvement to make the ideas reality.

A complete copy of the study can be seen on the Gibraltar website or in the Clerk's office.

Consideration of Door Kewaunee County Legislative Days Issues: Skare stated that he requested the Wisconsin Town's Association list of priorities. A cross over from their list would be broadband. Other issues included: Hwy. 42 box culvert (fish passage), a new tier in the Harbor Assistance Program (HAP) for sport (recreational) fishing, affordable/seasonal housing, broadband and room tax reporting by municipality.

Parks & Lands 2019 Temporary Planting recommendation in marigold area: Laurie Buske stated the committee recommended filling with dirt and planting grass seed as the temporary fix until a permanent solution is made. Grass would stabilize the soil and not wash out as other options i.e. mulch. *Motion: (Sobns, Johnson) to approve the Parks and Lands marigold area temporary planting recommendation of filling with topsoil and planting grass seed. Carried*

Consideration of an Emergency Management Officer: Dan Kane, Emergency Management and Communications Director. Emergency Management is a discipline of dealing with risk and risk avoidance. Kane gave a brief historical recap of the discipline from the 1950's to present. Emergencies and disasters Emergency Management plays a support role. The goal for each community is to be sufficiently prepared to be resilient. In a disaster the local unit of government would determine when it is beyond its resources then reach out to the county, the county reaching its limits would reach out to the state and so on. The Emergency Management Officer does not need to be in Emergency Services (fire or law enforcement) but many are in those rolls. The officer works very closely with the county not only to develop the overarching plan but to prepare for unanticipated situations. Andy Bertges would have the direct knowledge of the situation to be able to convey the severity of the situation to both other agencies and to the chairman and board. *Motion: (Sobns, Johnson) to appoint Gibraltar Fire Chief Andy Bertges as the Emergency Management Officer. Carried by roll call vote: Aye – Skare, Sobns, McKesson, Daubner and Johnson. Skare read the resolution.*

Consideration of Emergency Building Use Agreement: Fire Chief Bertges stated that Gibraltar School District approached the department to be a shelter provider during a disaster or emergency. Staff and/or students may be housed at this location until they can be properly released or returned to the school. The use of the facility may have little or no notification and the term of occupancy is only limited to the duration of the emergency or the time required to officially release the staff and students. The agreement covers supervision of the students and damage to the facility. Bertges added that there had been an unwritten agreement in the past and this will formalize that

agreement. *Motion: (Johnson, McKesson) to enter into an Emergency Building Use Agreement for the Gibraltar Fire Department, 3496 CTH F, Fish Creek, WI 54212 with the Gibraltar Area Schools 3924 STH 42, fish Creek, WI 54212. Carried*

Consideration of Emergency Operation Plan: Chief Crowell stated that he and Andy completed this plan that came as a template from the County. It is generic so that it can have additional attachments. This plan is a framework that the Emergency Operations Officer Andy Bertges will work on with Dane Kane. The plan and process may be a qualifier for grant opportunities. *Motion: (Johnson, Sobns) to approve the Emergency Operation Plan dated January 2019. Carried*

Hangar B-4 Lease Renewal Patrick Haggerty: *Motion: (Johnson, McKesson) to approve Hangar B-4 lease renewal to Patrick Haggerty. Carried*

Determination to pay down \$313,503.05 in debt prior to GO Bonding issue: The \$313,503.05 was additional funds budgeted to pay down additional new debt prior to the GO bonding issue. *Motion: (Johnson, Daubner) to pay down \$313,503.05 in debt prior to the GO bonding issue. Carried*

Approve 2019 Employee Compensation Resolution: *Motion: (Sobns, Daubner) to approve the 2019-02 Employee Compensation Resolution. Carried Skare read the resolution.*

Reschedule March Regular Meeting: The March Regular Meeting was rescheduled for February 28, 2019 at 7:00 p.m.

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

Adjourn to closed session according to Wisconsin State Statutes 1985(1) (e): *Motion: (Sobns, McKesson) to adjourn to closed session according to Wisconsin State Statutes 1985(1) (e). Carried by roll call vote: Aye – Skare, Sobns, McKesson, Daubner and Johnson at 9:27p.m.*

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. – Property Acquisition for public purposes

Reconvene to open session pursuant to State Statute 19.85(2) to take any action(s) or adopt resolution on issues discussed in closed session: *Motion: (Johnson Sobns) to reconvene to open session pursuant to State Statute 1985(2) to take any action(s) or adopt resolution on issues discussed in closed session at 10:42 p.m. Carried*

Approve action(s) taken in closed session: No action taken.

Adjourn: *Motion: (Johnson, Daubner) to adjourn at 10:42 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk