

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY AUGUST 7, 2019
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved:

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, Bill Johnson and Tim Luetzgen

Board members absent: None

Agenda/proper notice/adopt agenda: *Motion: (Johnson, McKesson) to adopt the agenda as amended: "add on" item to go after #13; "parking lot signage" to go after #7/8. Carried.*

Approve minutes of previous meeting(s): *Motion: (Sohns, Johnson) to approve the Public Meeting minutes of June 18, 2019, as amended. Carried Motion: (Sohns, Johnson) to approve the special meeting minutes of June 26, 2019, as corrected. Carried Motion: (Johnson, McKesson) to approve the minutes of the regular meeting of July 3, 2019, as amended. Carried*

Committee Reports

Parks & Lands: Tom Thurman reported the committee is working on reforestation of Fish Creek Park.

Fire Department/EMR: Assistant Fire Chief Jerrad Anderson stated the Hairpin Run went smoothly. The new 05-50 rescue boat was called into service 3 times. The CERT team on Chambers Island trains Saturdays and continues to prove how invaluable they are. On the 17th the department will participate in the Safe Kids Fair in Sturgeon Bay.

Noble House: Barb McKesson reported the house is open. A 1903 wedding gown was received to be added to the museum collection.

Airport: Nothing to report.

Watershed: Linda Merline stated the latest test was done on August 1st.

Planning: Linda Merline stated the Plan Commission did not meet.

Harbor Commission: Dave Harris reported the new west boat launch pier is in and many compliments are being received. With the high water everything is being improvised when and where needed. The fuel fills needed to be raised due to high water, eliminating 6 parking spots in the lot.

Room Tax: Bill Weddig met and reviewed income through May. The entire district is up 3.9%; Gibraltar is up 3.2%.

Building Committee: Karl Stubenvoll reported the committee did not meet. Tony Fiorato was thanked for his valuable service on the committee.

Maintenance Department: Maintenance Supervisor Patrick Strantz stated storm damage, mowing and goose poop are standard daily tasks.

Clerk Report: Nothing to report.

Door County Coastal Byways Council: Nothing to report.

Chairman: Nothing to report.

Public Comment:

- Judith Kalb expressed concern about vehicle speed on Spring Road.
- Sohns felt the dog park survey should be for taxpayer input only.

Agenda Items:

Fish Creek Bath House Blue Sky Update: Dick Skare introduced Ethan Fett of Blue Sky Contractors LLC. A walk through of the new bath house was done last week. Ethan shared the punch list and explanations to some of the issues and concerns raised by the Town Board.

- One key problem was the epoxy floor and marrying it to the wall
 - Epoxy floor

- 1 ○ Installation is a multiple layer process
- 2 ○ Supervision was on site
- 3 ○ Assured daily that the flooring was improving
- 4 ○ Final product and contractor failed
- 5 ○ It is agreed that the final product is unacceptable
- 6 ○ Currently in negotiations with contractor to fix the flooring
- 7 ○ Red Cedar timbers with the specified moisture and density in the specs check – continue to
- 8 hand brush sealer in checking; there will be no structural issue
- 9 ○ Grinder pump came in today and will be installed a week from today
- 10 ○ Sidewalk 8' vs 6' natural slope or retaining wall. When there is a straight drop a railing is
- 11 required. Dick has spoken with Pat of SEH regarding this and the town's attorney has been
- 12 given this information as well.
- 13 ○ Lamp post location error outside of ROW per the neighbor (Rudy Carl's property). Ethan
- 14 stated surveyors marked the locations per the plans from SEH.
- 15 ○ Stainless steel bolts that are short with no lock nuts or washers replaced with appropriately
- 16 sized bolts; there are also bolts that are too long.
- 17 ○ Drain around foot wash station should not be round stone – SEH made choice, replace with
- 18 perforated rubber matting
- 19 ○ FRP panel grout lines not aligned – panel may have slid in heat. Seam where FRP meets
- 20 epoxy glue is not glued well – a cove moulding is being placed to finish the seam
- 21

22 **Consideration of beach landscape concept from Baudhuin:** Pete Hurth stated the goal of the landscape
23 concept was to reestablish the beach. The high water has virtually eliminated the beach except at the very
24 west end.

- 25 ○ Hurth stated the plan presented that night is a very rough plan.
- 26 ○ It includes a 30' wide beach was drawn from the existing water's edge. Going back 30' will
- 27 give ample room to allow for the 100-year flood plain.
- 28 ○ The next critical point was access from the sidewalk to make this pedestrian friendly. ADA
- 29 compliant path (accessible 5% grade) on west end can be accomplished; the east end would
- 30 need additional steps.
- 31 ○ Included a retaining wall that would be 1.5-2' high to accommodate the higher slope.
- 32 ○ A patio area at the top of the beach for another ADA accessible area was suggested.
- 33 ○ A wood slat walkway along the south side of the beach could be another attractant.
- 34 ○ Taller bunch grasses behind the retaining wall could be used to dissuade geese.
- 35 ○ With this plan, 35 feet of grass would be lost along the length of the property and made into
- 36 beach.

37 Sohns expressed concerns over the proposed beach concept. He said water is a cycle and we should not be
38 taking away all our grass to put in a sand beach. Barb suggested keep the beach without altering the sand,
39 adding that the ebb and flow of the water and seasons is a good reason to leave the grass area as is.
40 Additionally, a lot of the people on our beach use the grass for picnicking, etc.

41
42 Another concerned raised is that there are sprinklers on the slope. If the slope is to be redone for safety
43 reasons, who is going to redo the sprinklers and who is accountable for that?
44

45 Sohns also drew a beach plan based on the town board conversation at the beach site and a couple other
46 meetings.

- 47 ○ Stormwater pipe that is not where it is supposed to end. It is to end 20' west of the old dock
- 48 platform.
- 49 ○ The pipe has to go out into the water about the same amount of the existing pipe length. None of
- 50 that was done as the board knew changes would be needed. Hockers left the outfall where it is
- 51 temporarily.
- 52 ○ The pipe could be covered with a platform. Sohns contacted Mike Kahr regarding this.

Approved: September 4, 2019

- 1 ○ Sohns suggested raising the grade to a gentler slope so people could lay on it or put a chair on it
- 2 without tipping over. In that respect, Pete having shot the grades will be helpful.
- 3 ○ Another suggestion was to raise the playground another timber height to help the grade. Question
- 4 raised whether the existing playground should be enlarged? Tom Thurman stated that Parks & Lands
- 5 is discussing a playground location.
- 6 ○ Originally the playground was slated to be in front of the parking area. Now it seems the general
- 7 consensus is to leave the beach view unobstructed.
- 8 ○ The old stormwater pipe will be removed.
- 9 ○ Cedar trees along the west property line need to be evaluated.
- 10 ○ Smaller area of stepped rocks.
- 11 ○ Small half-moon area for kids to make sandcastles.

12 Dick stated the proposed plans are all part of the conversation of ideas for the beach.

13
14 **Beach Parking Lot signage (drop-off and handicapped) determination:** Signage was discussed.

- 15 ○ One upright “Exit Only” sign
- 16 ○ Pavement marked signage - 2 handicapped spots, 10-minute time limit, large arrows for entrance and
- 17 exit, both sides of island curbing yellow. *Motion: (Johnson, Sohns) add the signs of “No lifeguard”,*
- 18 *appropriate ordinance, as well as upright “Exit Only”, pavement marked large arrows for entrance and exit,*
- 19 *designated handicapped parking spaces and 10-minute drop off for other parking spaces. Carried.*

20
21 **Remove from the table: Special Event Request: National MS Society Challenge Walk September**
22 **27, 2019 7-8:30 AM Banner:** *Motion: (Johnson, Sohns) to remove from the table: Special Event Request: National MS*
23 *Society Challenge Walk September 27, 2019 7-8:30 AM Banner. Carried.*

24
25 **Special Event Request: National MS Society Challenge Walk September 27, 2019 7-8:30 AM**

26 **Banner:** Brian Fitzgerald representing the MS Society detailed the special event request. The 2 tents, 2 porta
27 potties and 1 banner will be set up in Clark Park. This event has taken place five other times with no incident.
28 *Motion: (Johnson, McKesson) to approve the Special Event Request for the National MS Society Challenge Walk on September*
29 *27th as discussed. Carried.*

30
31 **Special Event Request: Peninsula Pacers, Peninsula Century “Fall Challenge,” September 14,**
32 **2019, use of Clark Park 6-11 AM, 2 tents, porta potties, chalk road markings, directional**

33 **compliant signs:** Brian Fitzgerald stated this is the 7th rest stop, 16 miles in. A similar setup to the MS Walk
34 2 tents, porta potties. Andy Crowell had no issues with the event in years past. *Motion: (Johnson, Luetgen) to*
35 *approve the request. Carried.*

36
37 **Special Event Request: Northern Sky Theater, Inc. Grand Opening August 30 and 31, 2019**

38 **Temporary Banners:** Dave Meyer, representing Northern Sky Theater stated banner locations are being
39 requested for 1 week before the event at Noble Square, corner of A & F on their property, and Peninsula
40 Park grassy area. *Motion: (Sohns, Luetgen) to approve the temporary banners for Northern Sky Theater. Carried.*

41
42 **Sign (White Arrow) Request: Write On Door County Corner of Juddville and Hwy 42:** No
43 representative was present from Write On Door County. *Motion: (Skare, McKesson) to table for a completed*
44 *application. Carried.*

45 **Special Event Request: Another Century September 8, 2019 7 AM – Noon:** John Mory, representing
46 Another Century Ride, explained the riders will be coming through town and asked for assistance from our
47 town officer at the main intersection. *Motion: (Skare, Johnson) to allow for our town officer to aid in the biking through*
48 *the town. Carried.*

49
50 **Uptown Project by Cedar Corporation:** Dick stated that at the last meeting the Town hired Cedar
51 Corporation to be the project manager for the proposed Uptown Project. This decision was based on the
52 Town obtaining an extension until the end of June 2020 on the Option to Purchase the property. Ken

1 Jaworski is the Project Manager from Cedar Corporation assigned to this project and the feasibility study.
2 Ken stated that Cedar has been on the project for about a month now, and a process has been developed to
3 help answer some of the questions the town board and community members have to see if the opportunity to
4 acquire the Redmann property is feasible and a good opportunity for the town. This informational gathering
5 process has been divided into phases.

- 6 ○ Part of phase 1 included meetings with various stakeholders. Ken gave an update on the information
7 gathered from the stakeholder meetings held to date:
 - 8 a. Discovered that the Town's Comprehensive Plan objective and goals match stakeholder
9 interview comments.
 - 10 b. Stakeholder interviews provided an opportunity to address issues, leverage resources and
11 identify support available.
 - 12 c. There are 2 sets of stakeholders – those who assist/are experienced in the development of
13 projects and those who are impacted by the project (taxpayers, neighboring property owners,
14 etc.).
 - 15 d. Interviews showed there was strong support from stakeholders.
 - 16 e. Notes from the 13 stakeholder groups interviewed so far can be obtained at the town office
17 and online on the Town Projects page.
- 18 ○ Environmental Features map was reviewed.
- 19 ○ Strategy moving forward: development in phases
- 20 ○ Develop marketing program for property field day at meeting on August 15th
- 21 ○ Schedule meeting August 15, 6:00 p.m. to discuss the planning for a community open house event at
22 the property
- 23 ○ Additional miscellaneous items of Cedar Corporation to move forward:
 - 24 a. work on next phase,
 - 25 b. work on outreach meeting,
 - 26 c. need to change,
 - 27 d. appearance of development,
 - 28 e. how will the open house be advertised? (Website, Facebook, posting sites, mailer/postcards)

29
30 Comments/Questions:

- 31 ○ How many acres of the property are developable? There are 60 acres developable property of the
32 total 195 acres.
- 33 ○ Where is the connection of the trail to Spring Road? The connection of trail to Spring Road would
34 be at Wandering Road
- 35 ○ Will cost analysis be in depth? The cost analysis to include infrastructure, roads, sewer, water; not a
36 fiscal analysis; but holding costs for debt
- 37 ○ Is the DNR a stakeholder? Faith Murray of the DNR will be getting involved during conversations
38 with the Door County Land Trust
- 39 ○ Comment to assess the feeling of the community about the project vs. the Town telling the
40 community what to feel about the project
- 41 ○ Is there another piece of property of that the town owns that could be used; has the town explored
42 other properties for affordable housing?
- 43 ○ Why is the town wanting to get into this project? Bank rolling, long-term investment with immediate
44 cost
- 45 ○ Estimate of grant funds that would be available from Door County Land Trust?
- 46 ○ How are we going to sustain this community?
- 47 ○ Comment made to have a vote of the electors now before proceeding further or acquiring additional
48 information.
- 49 ○ Comment made to wait to have a vote of the electors until after the rest of the information needed
50 has been gathered so electors can make an informed decision.
- 51 ○ Ken commented that the communities that succeed take a risk, think things through, and bring as
52 much information as possible forward

Approved: September 4, 2019

- 1 ○ Questions about the strategy moving forward: Sohns asked when the Town will receive the financial
- 2 information people are asking for? Bill asked about the Town's what if's and risks.
- 3 ○ Questions about how to service the property with utilities (water, sewer, etc.) – costs, timeline, done
- 4 in phases?
- 5 ○ Concept plan created by Cedar Corporation to run the numbers.
- 6 ○ Preliminary concept plan to be available and presented at the open house event at the property
- 7 (currently scheduled for Saturday 9/7; may add another day)
- 8

9 **New Vehicle and Boat Trailer Parking Lot signage determination:** *Motion: (McKesson, Johnson) to table.*
10 Carried.

11
12 **New Vehicle and Boat Trailer Parking Lot next steps:** John Kolodziej stated he is waiting for the
13 detention pond and the site where the county gets its clay for the basin liner to dry out. The drainage
14 structure will be done at the same time as the liner. Final grading and gravel will not be done until the
15 electrical is completed. The sidewalk work, as well as the small area of curb and gutter, will be done after the
16 trenching is done. Sohns expressed concern that there may be stone where the plantings are to be put and not
17 enough topsoil. John stated he is following the plans that Pete gave him. There was a change made; a drain
18 was to be put across the Town Center rear parking lot on the northeast corner but there was a conflict with
19 the underground fiber optic there so the drain was taken out and some asphalt will be taken out so the water
20 can flow across.

21
22 **Consideration of sidewalk plan from new parking lot to Hwy 42:** Pete Hurth did a concept plan for the
23 sidewalk leading from the new parking lot on the town center side to Hwy. 42. A sidewalk is missing on
24 Spielman's side of the parking lot. *Motion: (Sohns, Johnson) to (have Pete Hurth and the County) do both sidewalks.*
25 Carried.

26
27 Paul Woerfel stated this would be the time to take out the 30-year old sidewalks, curbs and gutters that need
28 to be redone. It would be a shame to have new asphalt, parking lots, streetlighting, streetscaping, etc. and
29 then see a ribbon of cracked, chipped curbing and aging sidewalk throughout town. Dick has asked Dennis
30 Steigenberger to take a look at options for the sidewalks, curb and gutter.

31
32 **Consideration of Hwy. 42 Contractor use of parking space:** Dick spoke with the contractor who has the
33 bid for the Hwy. 42 project. He is looking for space for his contractor trailer (10' x 40') and it will need to be
34 by power and WiFi.

35
36 **Consideration of parking lot lighting installation proposal:** Ken Tallion of SEH should develop an RFP
37 for the parking lot lighting installation to match what was approved at County level. This will have to go out
38 to bid. *Motion: (Sohns, Johnson) that we do an RFP for the lighting in the parking lot and we get in touch with Ken at SEH.*
39 Carried.

40
41 **Consideration of relocation of Chambers Island Municipal Storage Building and prep:** Al Matzke
42 detailed the preferred relocation of the Municipal Storage Building and preparation of clearing approximately
43 1 acre of land. Originally, the town board intended to relocate the building to the existing town parking lot
44 along with locating the propane storage depot. The town was not interested in purchasing other property. An
45 individual has offered to purchase Parcel #-014-170052, the site of the Old Helena House. Al Matzke,
46 speaking on behalf of the new property owner, stated that they have secured an offer to purchase, exchanged
47 earnest money, and title processing. The only condition is they would not want the town to sell for
48 redevelopment but to use it only for a municipal building.

49
50 Whether the town moves the existing building or erects a new building has not been on an agenda yet.
51 Matzke would prefer to see a maintenance free building put on the new property. Sohns recommended taking
52 care to ensure the building has sufficient roof strength for snow loads. A needs analysis will be done and a
53 plan brought forward. Matzke recommended a minimum of 1 acre be cleared. *Motion: (Johnson, McKesson) that*

Approved: September 4, 2019

1 *the Town do the clearing of the property and accept the donation of property (Parcel # 014-170052, 10969 Island Dr. E).*
2 Carried.

3
4 **Chambers Island propane storage depot location and prep:** Al Matzke detailed the preferred propane
5 storage depot location. The recommendation is to clear approximately an acre of land at the existing parking
6 lot. The total footprint of the concrete pad would be 20' x 25'. Space around the pad will be needed to allow
7 vehicles to load/unload bottles and for Ferrellgas to fill the tanks. Currently there is heavy equipment on the
8 island to facilitate clearing, which would be a cost savings to the town. Sohns was in favor of the project, but
9 cautioned the placement as not to interfere with any future projects on the parcel.

10
11 **Chambers Island road brushing:** Sohns stated the brush is creeping in again and at a point that the flail
12 mower can no longer be used. This next spring the arm mower needs to be rented for the usual time that a
13 mower would be used on the mainland and then for additional time on the island. It was last needed for 4-5
14 days with John Fairchild going to and from the island daily.

15
16 **Chambers Island Lighthouse Boat House Repair(s):** Sohns reported the beach stone is washing against
17 the doors and into the interior of the building. Suggested to ask Mike Kahr to clean off the concrete apron
18 and place concrete blocks as a barrier. *Motion: (Sohns, Johnson) to have Mike Kahr come with some blocks to put in*
19 *front of the boat house doors.* Carried.

20
21 **Resolution in support of a National Estuarine Research Reserve (NERR) in Door County:**
22 *Motion: (Sohns, Johnson) to pass the resolution for the National Estuarine Research Reserve in Door County and that we do*
23 *not have to read the resolution.* Carried.

24
25 **Re-adopt Resolution #2019-05 Regarding the Vacation of Brown Avenue, Town of Gibraltar,**
26 **Door County, Wisconsin:** *Motion: (Johnson, McKesson) to re-adopt Resolution # 2019-05 regarding the vacation of*
27 *Brown Avenue, Town of Gibraltar, Door County, Wisconsin.* Carried.

28
29 **Introduce Resolution No. 2019-07 Regarding the vacation of a portion of the street known**
30 **as Bluff Lane:** Skare introduced Resolution No. 2019-07; the introduction is part of the process prior to the
31 public hearing. The actual adoption of the resolution will not take place until after the hearing at a separate
32 meeting.

33
34 **Set date and time for Public Hearing to vacate a portion of the street known as Bluff Lane:**
35 *Motion: (Johnson, McKesson) to set the date and time for the Public Hearing to vacate a portion of the street known as Bluff*
36 *Lane to be October 2nd, 2019 at 6:30 p.m.* Carried.

37
38 **Committee/Commission Appointments:**

- 39 A. Ephraim-Gibraltar Airport Commission: Jon Neville submitted a letter of continued interest; no
40 others were received. *Motion: (McKesson, Luetgen) to reappoint John Neville to a term to expire on September*
41 *1, 2022.* Carried.
- 42 B. Building Committee Partial Term: Tony Fioroto was thanked for his years on the committee. John
43 Lancaster submitted a letter of interest; no others were received. *Motion: (Johnson, McKesson) to appoint*
44 *John Lancaster to the partial term to expire on February 1, 2020.* Carried.
- 45 C. Building Committee: Karl Stubenvoll submitted a letter of continued interest; no others were
46 received. *Motion: (Johnson, McKesson) to reappoint Karl Stubenvoll to a term to expire on September 1, 2022.*
47 Carried.
- 48 D. Fish Creek Sanitary District No. 1 Commission: Bill Weddig submitted a letter of continued interest;
49 no others were received. *Motion: (Johnson, McKesson) to reappoint Bill Weddig to a term to expire on September*
50 *1, 2025.* Carried.
- 51 E. Parks and Lands Committee: Laurie Buske was thanked for her 10 years of service on the committee.
52 Brian Hackbarth, Bonnie Ansley submitted letters of continued interest; John Lancaster also

Approved: September 4, 2019

1 submitted a letter of interest. *Motion: (Johnson, Luetzgen) to appoint Brian Hackbarth, Bonnie Ansley and John*
2 *Lancaster to a term to expire on May 1, 2021. Carried.*

3
4 **2019-2020 Propane Quotes:** Three quotes were received: Gasco \$.945/gallon, Milton \$1.049/gallon, and
5 Ferrellgas \$1.15/gallon. *Motion: (Sobns, Johnson) to go with Gasco at \$.945/gallon. Carried*

6
7 **2019-20 Operators Licenses:** *Motion: (Sobns, Johnson) approve operators licenses as presented. Carried.*

8
9 **Payment of bills:** *Motion: (Johnson, Sobns) to approve the bills for payment as presented. Carried.*

10
11 **Adjourn:** *Motion: (Luetzgen, Johnson) to adjourn at 12:25 a.m. Carried.*

12
13
14 Respectfully submitted,

15
16 Beth Hagen, Clerk