

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY FEBRUARY 5, 2020
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: March 3, 2020

Call to order: Steve Sohns called the regular meeting to order at 7:05 p.m.

Pledge of Allegiance

Roll call/quorum:

Board members present: Steve Sohns, Barb McKesson and Bill Johnson. Brian Merkel joined the meeting after his appointment.

Board members absent: Tim Luetzgen

Agenda/proper notice/adopt agenda: *Motion: (Johnson, McKesson) to adopt the agenda as posted with a swap of 14 A and B. Carried*

Approve minutes of previous meeting(s): *Motion: (Johnson, McKesson) to approve the minutes of the regular meeting of January 8, 2020 as written. Carried Motion: (McKesson, Johnson) to approve the minutes of the special meeting of January 28, 2020 as presented. Carried*

Committee Reports

Parks & Lands: No report.

Fire Department/EMR: Chief Andy Bertges reported a call volume of 9 down 50% from last January.

Law Enforcement: Officer Roesch reported updating software, forms, reporting status, etc. is being done. Residents were encouraged to use our property check service when away.

Noble House: Laurie Buske extended a huge thank you to the town, FCCA and volunteers for “All Things Chocolate” it was a delicious success.

Airport: No report.

Watershed: No report.

Planning: No report. Joint meeting between the commission and the town board was held last week.

Harbor Commission: Dave Harris stated conversations continue with Mike Kahr looking at high water issues, recommendations and solutions.

Room Tax: Bill Weddig reported the commission reviewed receipts from 2019.

Building Committee: Karl Stubenvoll stated the committee did not meet last month.

Maintenance Department: Patrick Strantz, Maintenance Supervisor stated there were 4 major breakdowns of the airport equipment. The trackless has been repaired.

Clerk Report: Beth Hagen stated there will be a Spring Primary on February 18th for State Supreme Court Justice.

Door County Coastal Byways Council: Beth Hagen stated the council reviewed the application and supporting documents to submit for the All -American Road/National Scenic Byway Designation.

Chairman: Sohns stated he met with Pete from Baudhuin on the beach plan to prep bid documents. Option in bid for old wall replacement. The joint meeting with Planning was a positive meeting. Some recent bills of potential interest are: Protect your pier bill and the lodging bill also some new clean water bills. Encouraged personal decision making.

Public Comment:

- Ann De Villiers next agenda bring back 4th of July celebration.
- Don Freix encouraged nomination of Karl Stubenvoll for town supervisor
- Don Freix expressed his opinion on inclusion of the Pledge of Allegiance on the agenda
- Judith Kalb would like to see room tax being spent on changing the restrictions on how the money can be spent

- Ron Merkel asked if the town is still going to give sand and bags. Chief Bertges said the sand is on hand but the county has provided only half of the bags promised. More bags are being sought.

Agenda Items:

Appointment to fill vacancy of Town Board Supervisor position term expiring April 20, 2021: Five individuals expressed interest in the vacancy: Brian Hackbarth, Brian Merkel, Kim Rosploch, Karl Stubenvoll and Pauline Vennell. Sohns stated he would prefer someone with experience with the projects that are currently underway. Johnson thanked all those who sent in letters of interest. Hackbarth, Merkel and Stubenvoll are past supervisors. McKesson stated she would like to know more about the other 2 candidates. Sohns asked them to just tell about themselves and why they want to be on the board– Polly stated she is inquisitive, willing to learn and likes to read. Kim stated she has not been on a board. She has been an architect, business owner, has common sense, wants to be part of the future and is willing to learn. *Motion: (Johnson, McKesson) appoint Brian Merkel. Carried*

Service Recognition Resolution: *Motion: (Johnson, McKesson) to approve resolution 2020-01 recognizing Dick Skare's many years of service to the town. Carried*

Approve filing of 2020 River Management Grant for fish ladder at box culvert on Hwy 42: *Motion: (McKesson, Johnson) to approve filing the 2020 River Management grant application for the fish ladder at the box culvert on Hwy 42. Carried*

Approve 2020 Plan Commission goals: *Motion: (Johnson, McKesson) approve the 2020 Plan Commission goals as submitted. Carried*

Award Parking Lot Lighting Installation Contract: Dennis recommended to have Baudhuin stake where the lights go. Dennis to contact Baudhuin and get a cost estimate. *Motion: (Johnson, McKesson) to approve Bodart Electric Services \$74,842.50 and have Dennis follow up with SEH and Bodart. Carried* A completion date to be written on the contract.

Award Rectangular Rapid Flashing Beacons (RRFB) Material Contract: This contract is just for the material. It will take 4-5 weeks to manufacture and get onsite. SEH reviewed each proposal. *Motion: (Johnson, Merkel) to award the Tapco proposal \$18,813.30. Carried* Bodart will be doing the installation.

Update and next steps on projects:

Highway 42 – Sidewalk/curb & gutter/storm sewer (Town Center & Spruce Street):

-Stormwater down to Barringers/further north to corner of Maple. Dennis will look at video footage.

-Retaining wall by the Noble House. Bodart believes there is a frost wall footing. A frost wall is recommended. Cap on form liner wall (like on overpass, then painted) then railing on top of cap. How does it hold up to calcium chloride? Option for form liners? Check internet for sample styles. Railing is needed. Option with a liner & cap and option of 4" offset for stonework.

WDOT email of 1/24/2020 (follow up on January 15, 2020 meeting with WDOT): Cedar can do the inspection as needed for additional town work.

Set Local Outreach meeting for local businesses related to additional work under B:

Business owner meeting scheduled for February 13th at 4 p.m. Notice to be worked out with FCCA and posting. Letter and meeting minutes to be submitted by 2/20/2020. Dennis to contact Frontier to move poles prior to pouring. *Motion (Merkel, Johnson) to have business outreach meeting on February 13th at 4 p.m. in the Town Center meeting room. Carried*

Press release and requirements of items to be included in release: Dennis to work on press release and items to be included.

Town Center entry concrete pad: Get this worked in by Martel. French drainpipe. Dennis to meet with Steve.

Consideration on sale of retired library book drop: *Motion: (Sobns, Johnson) to put the book drop on Wisconsin Surplus Auction. Carried*

Request for CIP funding for Law Enforcement Tough Book purchase and software installation: Officer Roesch gave an overview of his laptop and software request. Toughbook, docking station and software installation \$3,546 *Motion: (Johnson, Merkel) to approve the request with the addition of \$137 of additional memory as quoted, less tax. Carried* Budget amendment on next agenda to move from consultant to law enforcement.

Update and next steps on trail/multimodal projects:

YMCA to Northhaven Rural Path: Should proceed Beth and Steve to follow up. Denise Stillman asked if individual businesses could add on to the trail.

Fish Creek Park /Sunset Trail in Peninsula Park including bridges: RTA Grant needs an established trail. Consensus to move forward.

Gibraltar School (North side of Hwy 42) Multi modal to town/village line: A MOU and Maintenance agreement is already on file with the DNR. Contact Gallagher regarding connectivity funds. Friends group to contact Brian Fitzgerald. Brian Merkel to take lead on Park projects. The PGA should also be contacted about crossing the road. Consensus by the board.

Update and determine response to USPS lease offer: *Motion: (Johnson, McKesson) to hold to our current contract conditions. Carried*

Resolution designating public depositories: *Motion: (Johnson, McKesson) to adopt resolution 2020-02 designating public depositories: Nicolet National Bank, Bank Mutual, Associated Bank and Dreyfus Funds. Carried*

Determination of starting balance for dock fund: *Motion: (Johnson, McKesson) to table and calculate revenues vs expenses over the last 3 years. Carried*

Consideration and determination of preliminary fund balances from 12/31/2019: *Motion: (Johnson, Sobns) to take the shortfall out of CIP this year. Carried*

Advertise for Door County Tourism Zone Council unexpired term vacancy: On next agenda have if should take from letters of interest or from office staff. *Motion: (Merkel, Johnson) to approve the ad. Carried*

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

Adjourn: *Motion: (McKesson, Johnson) to adjourn at 10:36 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk