

TOWN OF GIBRALTAR
PLAN COMMISSION
TUESDAY, JULY 28, 2020
GIBRALTAR TOWN CENTER
7:00 P.M.

Call to Order: Called to order at 7:16 p.m. (Zoom technical difficulties)

Roll Call / Quorum: A quorum was present.

Members present: Linda Merline, Tom Blackwood, Brian Hackbarth, Don Freix, Len Adent

Proper Notice / Adopt Agenda: Sara Lancaster stated that proper notice was given. *(Blackwood, Freix) Carried*.

Approve Minutes of Previous Meeting(s): *Motion to approve the minutes with one amendment (typo correction). (Freix, Blackwood) Carried*.

Public Comment: None.

2021 Plan Commission Budget: The Plan Commission discussed the upcoming 2021 budget.

Plan Payroll: The budget for meeting pay is to remain the same at \$5,400.

Reporting/Disseminating: Hackbarth questioned if the numbers were up to date. Has any been spent this year? Lancaster to check with Kelly Murre to see if all numbers have been updated and report back in August with updated numbers.

Advertising: The advertising budget is currently set at \$500. Discussion to reduce the amount to \$350 as more materials can be printed in house and/or advertised on the Town's website and Facebook page.

Grants/Sponsor: Merline asked Lancaster to check on the total amount of the grant vs the cost submitted in Miller's proposal to make sure the two numbers match. Hackbarth reminded the commission that the total funds for the project need to be budgeted for as this is a reimbursement grant.

Green Tier: At this time, Merline is unsure of what costs might be associated with this. Perhaps travel and some advertisement. Merline suggested reducing the budget to \$500 due to COVID and the lack of traveling taking place. Hackbarth stated that whatever budget number is set that the commission will need to be able to defend to the Town Board how those funds might be spent, for example travel costs. This brought up discussion of what line item would be the appropriate place to put costs associated to travel. Would that fall under "Green Tier" or would it fall under "Conferences." Lancaster to clarify before the next meeting.

Merline suggested tabling the rest of the budget until the additional information is gathered. In the meantime, Merline will also look into possible Green Tier expenses that would need to be budgeted.

Goal 10: Green Tier Legacy Community Commitments & Activities:

Merline reviewed the baseline assessment sheet with the commission. Then, Merline went through the scoresheet; she came up with 34 points specific to the Town. However, one of the issues she has with the scoresheet Green Tier provides is that it is tailored to larger communities. She pointed out that at the top of the scoresheet it says that suggestions to the scoresheet are welcomed. Merline encouraged the Plan Commission to look at the scoresheet as well as the baseline assessment sheet and bring suggestions. Merline arranged all the projects under the same headings as on the Green Tier sheet.

The Plan Commission also discussed creating a separate web page on the Town's website for Green Tier Legacy Community. The webpage should definitely include the GT mission statement as revised by Merline. It should also include the Plan Commission's goals for GT, as well as a list of past, current and ongoing projects. The Plan Commission discussed including a resources link that would include the scorecard, as well as other GT-relevant community resources. The page should also offer community members a way to contribute ideas.

Related to Green Tier and possible goals, Hackbarth asked that the minutes mention the public power proposal he created and presented in 2010 so the community knows a plan for solar energy already exists should the Plan Commission or community members suggest solar energy as a possible GT goal or project. Hackbarth mentioned the solar panels at the Chambers Island lighthouse, and questioned what other buildings could benefit from having solar panels.

Merline would like to begin reaching out to different organizations and committees in the Town to ask how they see their committees fitting in under GT. Her hope is that these individuals would suggest and spur additional goals for the committee. Hackbarth said one big organization that needs to be included on that list is the Fish Creek Civic association to get buy in from the local business organizations. Merline agreed.

Merline also encouraged the Plan Commission to look at the other communities in northern door (i.e. Egg Harbor and Ephraim) who are part of Green Tier to see which of their goals might be areas Gibraltar could explore. A larger discussion about Green Tier goals should take place at a future Plan Commission meeting.

On August 6, Merline will participate in a GT focus group meeting. It is a Zoom meeting. She will attend and report back at the August Plan Commission meeting.

Plan Commission 2020 Goals:

The annual joint meeting with the Parks & Lands Committee was scheduled for April but has since been postponed to due COVID-19. Hackbarth asked if there was something specific both groups needed to talk about or if it could wait. Hackbarth suggested touching base in late fall to decide if a joint meeting is still needed for 2020.

In regard to the Fish Creek Watershed, at this time the Town is waiting on approval of the plans from the DOT. It was stalled with the DOT and took some effort to track down the person responsible for reviewing the plans. They have since come back to Miller with questions that need to be answered within the plans and then submitted back to the DOT for further review. Once the Town received final approval, the next step is ordering a survey of the area. With the survey completed we can move to the next step. Merline explained that the purpose of the survey is to mark the ROW of the culvert. Myrv Somerhalder tried to locate the iron pipe, but could not find it. Lancaster reached out to Baudhuin Survey & Engineering who quoted approximately \$600 to conduct a survey, which would come out of the grant money.

In regard to the meander, in August, Gary VanVreede from Fish & Wildlife wanted to meet with a fish biologist from the DNR. This past Thursday they were supposed to come up to the creek and walk it together. Merline assumed they did, but she has not heard from either individual yet as to whether the meeting took place. She will follow up.

In regard to the boardwalk crossings along the creek, the Town Board is looking into it.

Hackbarth spoke to the reforestation project at Fish Creek Park. The current plan is to remove the trees a little at a time as to not wipe out all the trees at once, and also allow the growth of new trees. With the Creek Restoration project behind schedule, it made sense not to plant the trees along the creek until the meander is fix. Merline asked how many trees have been removed from the park. Brian said probably hundreds, but many have been planted to replace them as well.

Merline reported on invasive species. The new Door County invasive species specialist met with Bob and Linda Merline to pull Dames Rocket along Spring Rd. The new specialist brought two interns and a volunteer with her and between the six of them they filled 21 bags of dame's rocket and garlic mustard. The next week, the Merlines went back and pulled 11 more bags, followed by 16 more bags of dame's rocket, burdock, garlic mustard and wild parsnip. The invasive species team came back and treated the wild parsnip. There is grant money available through the Invasive Species team that will allow the Town to have that area reseeded as to help suppress the invasive species from returning. Merline commented that the big take away from this meeting was the willingness of the Invasive Species Team to work with the Town and cooperative programs. Merline hopes that Parks & Lands will reach out to her as well.

Merline commented that nothing has been done as far as the dangers coal tar. Merline stated that when the topic was last brought up it was mentioned that most in the industry have moved away from this practice.

Merline reported that nothing has been down with the well in the park at this point.

Merline reported that the event with the school was cancelled, due to COVID-19. At this time, the school doesn't know what they are doing so that is on hold for the time being.

In regard to the Comprehensive Plan, Beth Hagen feels there are probably some items of the next 20 year comprehensive plan that aren't cost prohibitive that the Plan Commission can begin work on. The Plan Commission will meet to discuss this.

Sign ordinance. The Town Board met and based on the handout provided to them that summarized the Plan Commission's sign ordinance recommendations, they came up with a few items to put into a Town ordinance. The Town Board also specifically asked the Planning Commission to pull out the Outdoor Display Ordinance because they would like to do something with that by next year, as well.

Nothing has been done with Housing to date. Merline is looking at Bayfield, also a Green Tier Legacy Community to see what they have done. She suggested the rest of the Plan Commission they also look to other Green Tier Legacy Communities and research their approach to housing.

Green Tier was already discussed.

In regard to Economic Development, Merline asked Hackbarth if there is anything related to this goal that can be worked on this year. Hackbarth said he believes zoning changes will be required to allow for some of those economic development changes that might be needed.

Hackbarth also mentioned that high speed internet is one area that could be addressed and is relevant right now. Hackbarth is experiencing this struggle currently with having to work virtually 100% and not being able to find a house to buy in Gibraltar that has high speed internet. Merline asked Hackbarth if he would be willing to come up with something on the need for high speed internet so it can be discussed at the next meeting. He agreed.

Hackbarth would also like to have the Commission consider convincing the Town Board to move forward with the overlays requested, or breaking away from county zoning entirely.

Reports

- a. **Chair Report** - None
- b. **Ground and Surface Water** - None
- c. **Town Board/Parks and Lands** - None

Set Next Meeting Date: Tuesday, August 25, 2020 at 7 p.m.

Adjourn: *Motion to adjourn (Blackwood, Hackbarth) to adjourn at 8:33 p.m. Carried.*