

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY SEPTEMBER 9, 2020
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: October 7, 2020

Call to order: Steve Sohns called the regular meeting to order at 7: 17 p.m.

Pledge of Allegiance

Roll call/quorum:

Board members present: Steve Sohns, Bill Johnson, Tim Luetzgen, Brian Merkel, and Jayson Merkel.

Board member(s) absent: none

Agenda/proper notice/adopt agenda: *Motion: (B. Merkel, Luetzgen) to adopt the agenda as modified (21 and 22 moved after 11). Carried*

Approve minutes of previous meeting(s): *Motion: (B. Merkel, Johnson) to approve the minutes of the regular meeting of August 5, 2020 as corrected. Carried Motion: (Johnson, B. Merkel) to approve the minutes of the special closed meeting of August 19, 2020 as written. Carried*

Committee Reports

Parks & Lands: There was no regular report. Laurie Buske thanked the fire chief for watering the new trees and plantings in the renovated parking lot.

Fire Department/EMR: Captain Merkel stated there were 27 calls in August, this was down from 46 last year. Efforts continue county wide regarding coronavirus assistance. The Raibrook Grant is being filed for the UTV. Chief Bertges held fire extinguisher training at Gibraltar School for teachers and staff.

Law Enforcement: No report.

FCCA: Denise Stillmann reported the paperwork is completed and the car charging station is registered. Inside/Outside Sale is slated for September 26-27th. Jack O' Lantern Days has been 98% cancelled; there will be a business decorating contest and an online costume contest with prizes for dogs, adults and kids. Winterfest is under creative consideration. The kiosk continues its makeover. Denise introduced Karlie Schultz as the new Community Outreach Marketing Coordinator. This year's fall social will be virtual.

Noble House: Laurie Buske stated membership was sent out in August. Gibraltar Historic Association will be selling the town's wooden street signs and wreaths for fund raising this year.

Airport: No report.

Watershed: No report.

Planning: No report.

Harbor Commission: Dave Harris stated the water is going down. Many compliments on the wall along the dock have been received. The wall is still open for complimentary dockage just not overnight.

Room Tax: Bill Weddig stated reviewed June numbers down 28% from last year's numbers. Year to date the district is down 37%; Gibraltar is down 39%.

Maintenance Department: Steve Sohns stated if anyone has any concerns/issues to let him or Beth know.

Building Committee: Karl Stubenvoll stated the committee did not meet so there is nothing specific to report.

Clerk Report: Beth Hagen stated absentee ballot applications can be filed online or in our office should you choose not to vote in person on November 3rd. The town does not have a drop box for ballots.

Door County Coastal Byways Council: Beth Hagen reported the council is meeting in Sevastopol tomorrow morning at 8:30 a.m.

Chairman: Steve Sohns stated the Door County Unit of the Wisconsin Town's Association met at the Gibraltar Fire Station. Mariah Goode was the speaker and spoke about affordable housing. Beach bids were opened yesterday and will be let at a special meeting on the 16th. Next Tuesday a maintenance equipment demonstration will be held behind the town center at 9:00 a.m.

Public Comment:

- Bill Wolff expressed concerns about lack of ATV signage.

Agenda Items:

Plan Commission Recommendation: Petition for Grant of Variance Application, Parcel # 014-02-33312731J2, 9218 Spring Rd Karl W. Erickson proposes petitions for a variance from Section 3.12(6)(a) of the Door County Comprehensive Zoning Ordinance: Karl Erickson gave an overview of his request. There were no neighbors opposed to the request. The roofline of the house created a hardship to the project location. Other buildings were constructed under different zoning. *Motion: (B. Merkel, Johnson) to support the Petition for Grant of Variance Application, Parcel # 014-02-33312731J2, 9218 Spring Rd Karl W. Erickson proposes petitions for a variance from Section 3.12(6)(a) of the Door County Comprehensive Zoning Ordinance. Carried*

Harding Consulting: Marc Harding stated that as of yesterday the results have rolled up and are being evaluated. Most of the municipal responses are from out of the area. The earliest target date for presentation of the report and recommendations to the board is September 23rd. Marc is looking to have a 1 on 1 or 1 on 2 meeting with Steve and Bill before it comes to the full board.

Cedar Corporation Update

A. WDOT STH 42 Project General Update

- i. Vinton Construction Company: Still working on final quantities of town and state sidewalk and crosswalk work. The driveways into the beach property have to be redone per the Department of Transportation (DOT). It was talked about getting prices from Vinton and add as a change order after what has been determined what has to be done. Notifying SEH design engineer for this work. It was the consensus of the board to have Cedar do the design work. It was consensus of the board to have Dennis coordinate Phase II and the parking lot work.
- ii. Railing Project:
Schuh Construction: Project has been completed.
- iii. Rapid Flashing Beacons:
Bodart Electric Services, Inc.: If Tapco has to replace the boxes it is \$650 per box (6) plus electrical wiring that Bodart would have to do as well. This will be part of the SEH conversation.
- iv. Radar Installation Update: The equipment has been purchased and arrived. The post is being modified to a simpler post from what was specified. An informal permit is also being sought from the DOT. A small package will be sent to the Door County Highway Department and Bodart installation prices.
- v. Noble House Pole and Meter Update: Action Electric estimate \$10,000. Dennis to follow up with the DOT prior to making any further decisions.

B. Community Center and Maintenance Shop Paving – Contract A-20

- i. Asphalt and curb/sidewalk project – Contract A-20 Update
 - a. Vinton Construction Company: Grass area next to Town Center and Hat Head entrance to be done in spots. Prior to the end of the season a walk should be taken to note areas in need of seeding.

C. Fish Creek Parking Lot Paving – B-20 update

- i. Northeast Asphalt, Inc.: Project is complete, grass is growing well in ditches.

D. Parking Lot Lighting – Update

- i. Bodart Electric Services Inc. Work is complete. Start-up of the lighting system is yet to be scheduled.

E. Special Assessments for STH 42 Sidewalks – Update: See below.

Consideration of Hwy 42 Street Light and Sidewalk Assessment methodology and associated

actions: Gagen felt the methodology could be defended. Different utility different methodologies. *Motion: (Johnson, Luetzgen) Bob review assessment process with Dennis and have Dennis prepare the necessary documents. Carried with Brian abstaining being a property owner in the assessment area.* Keep the process moving but do not necessarily have to have on this year's tax roll. Final resolution scheduled for the December monthly meeting.

Remove from the table Parrish Lease Addendum: *Motion: (Johnson, Sohns) to remove from the table Parrish Lease Addendum. Carried*

Parrish Lease Addendum Recommendation: No representative was present from the Airport Commission. In reviewing the lease addendum, the board expressed concern on the name change and that there were multiple versions of the lease addendum that deal with well and septic. It was the consensus of the board that all name changes must come before the board for approval. *Motion: (Sohns, Johnson) that we (the board) reject this and let the Airport Commission and Mr. Parrish know that there is a boilerplate agreement that should be used. Carried*

Set Dates for 2021 Budget Workshops *Motion: (B. Merkel, Johnson) to set September 24th and October 14th at 6:00 p.m. for 2021 Budget Workshops (Hearings). Carried*

Set Date for Special Meeting of the Electors Regarding 2021 Budget: A public hearing will be held immediately prior to the Special Meeting of the Electors. *Motion: (B. Merkel, Johnson) to set November 18th at 6:00 p.m. for a Special Meeting of the Electors Regarding the 2021 Budget. Carried*

Set Date for Special Meeting of the Electors Regarding Chambers Island Fire Station Building: *Motion: (B. Merkel, Johnson) to set a Special Meeting of the Electors Regarding the Chambers Island Fire Station Building immediately following the November 18th Special Meeting of the Electors regarding the 2021 Budget. Carried*

2020-21 Propane Contracts: Two bids were received Gasco at \$.954 and Milton at \$.999. Bids were based on a 3-year average usage of 16,000 gallons. The current vendor is Gasco with a contract rate of \$.945. *Motion: (Johnson, B. Merkel) to approve the Gasco bid for \$.945. Carried*

Approval of CLA 3-year Audit Proposal: *Motion: (B. Merkel, Johnson) to approve the 3-year audit proposal as submitted. Carried*

Associated Appraisal Consultants, Inc. Maintenance & Revaluation Proposal: *Motion: (Johnson, Luettgen) to approve the maintenance and exterior revaluation proposal as presented. Carried*

Resolution 2020-03 – In Memoriam Harvey Malzahn: *Motion: (B. Merkel, Johnson) to approve Resolution 2020-03 – In Memoriam Harvey Malzahn. Carried* Steve Sohns read the resolution.

Holiday Ad Hoc Committee Update: Laurie Buske stated the committee started as a group of interested persons which evolved into an ad hoc committee under Parks & Lands. Members are Chairperson Laurie Buske, Bob Spielman, Cathy Hoke, Joni Witalison and Andrea Kinsey-Jauquet.

Streetlight Brackets

A. Funding:

- FCCA donation of \$2,500 - \$4,000 as seed money
- Would like to do a fund-raising effort similar as has been done for fireworks
- Reinders gave preliminary prices for snowflakes and mounting bracket of \$325 each
- 72 streetlight poles *poles specific brackets with T-nuts with an individual cost of ~ \$300 with the banner poles; the cost for the bracket only may be significantly less
- Weddig suggested that the brackets be added to the special assessment for streetlights

B. Options/retrofitting: Phases 1 & 2 each 50% of the poles and phase 3 the satellite locations

C. Storage: A commitment is being asked of the town to store the decorations properly- there is sufficient space to store the decorations on one of the maintenance buildings

D. Bracket type: The bracket will need to be modified from the snowflake, the specifics on how to mount on the bracket etc. will not be known until a sample is in hand and can be worked on.

E. Other: Board input – Sohns in favor but concerned about financial expenditure at this time. Bill has heard from others wanting decorations. Trying something on a limited basis may stimulate interest. Brian is in favor but does not know how this will get paid for. Get one here to put one up and get

the letters out for donations. Consensus it is a good idea. Go ahead with donations and whatever is raised. The next meeting of the ad hoc committee is next Monday at 9 a.m.

Approval of Ordinance 2020-03 Handicapped Parking: Sohns recapped the *Motion: (Johnson, Luetzgen) approve Ordinance 2020-03 regarding the designation of handicapped parking spaces in the Town of Gibraltar along STH 42. Carried Motion (Johnson, Luetzgen) to rescind. Carried Motion: (Johnson, J. Merkel) approve Ordinance 2020-03 with "handicapped markings shall be painted on pavement." Carried*

Special Event Permit: Fall 50: Sean Ryan stated the event will be limited to 500 teams, no after party. Peninsula Park is not issuing any permits this year. An application is pending with Gibraltar Area School for parking lot and green space. Sean is asking to use the Beach and the Town Center parking lot as had been done several years ago. The board suggested using the new parking lot for tent, port a potties, runners, team vehicles. Brian asked Sean to confirm that this request is only if the request to the school is denied. Sean will meet with Officer Ryan Roesch to go over the event and layout. *Motion: (Johnson, B. Merkel) to approve the request based on the school not allowing their space to be used. The traffic pattern to be the same as previous years with vehicles being routed out of the parking lot east toward CTH F. Trash, port a potties and tent will be managed by the Sponsor. Tent is allowed but no stakes are to be used on asphalt. Carried*

Payment of bills: *Motion: (Johnson, Luetzgen) to approve the bills for payment withholding Kabr gravel payment as discussed. Carried*

Adjourn: *Motion: (Johnson, B. Merkel) to adjourn at 11:25 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk