

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY NOVEMBER 4, 2020
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: December 2, 2020

Call to order: Steve Sohns called the regular meeting to order at 7:00 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: (Johnson, B. Merkel) to adopt the agenda as posted. Carried*

Approve minutes of previous meeting(s): *Motion: (Johnson, B. Merkel) to approve the minutes of the special meeting of September 9, 2020 as written. Carried Motion: (Johnson, J. Merkel) to approve the minutes of the budget hearing of September 25, 2020 as presented. Carried Motion: (Johnson, B. Merkel) to approve the minutes of the regular meeting of October 7, 2020 as corrected. Carried Motion: (Johnson, Luetzgen) to approve the minutes of October 8, 2020 as written. Carried Motion: (Johnson, Luetzgen) to approve the minutes of the special meeting of October 14, 2020 as written. Carried Motion: (Johnson, B. Merkel) to approve the minutes of the special meeting of October 21, 2020 as written. Carried Motion: (Johnson, J. Merkel) to approve the minutes of the budget hearing of November 2, 2020 as written. Carried*

Carried

Carried

Carried

Carried

Committee/Commission Reports

Parks & Lands: No report.

Fire Department/EMR: Fire Chief Bertges reported an October call volume of 22 total calls down from 26 in 2019. A Halloween Drive Through at the Fire House went very well. Approximately 230 bags of candy and Fire Prevention information were handed out.

Law Enforcement: Officer Roesch reported 80 contacts. COVID-19 Safety Practices remain in place. The squad tires have been replaced on state contract bid.

FCCA: Denise Stillman reported the member Fall Social and Jack-O-Lantern Days were held virtually. Membership renewals are going out electronically this year. Office hours will be changing for the winter. There will be 2 new holiday promotions; November will have a virtual “Shop and Hop” and December “The Twelve Days of Christmas.”

Airport: No report.

Noble House: No report.

Watershed: Linda Merline stated the watershed is finished for the year. The thermistor has been removed and sent to the DNR. Special thanks were given to Toby Schlick who had been a longtime volunteer for the watershed.

Plan Commission: Linda Merline reported that the commission met and discussed goals and the PSA Conditional Use Permit that is on tonight’s agenda.

Harbor Commission: Dave Harris reported the launch ramp is secure and tied off. Everything looks good to go for the winter and the water is down about a foot.

Room Tax: No report.

Building Committee: The committee did not meet.

Clerk: Many thanks were given to the town’s election workers who make yesterday’s General Election successful. The town office is open. Most services can be done remotely by either email or telephone.

Door County Coastal Byways Council: No report.

Chairman: Sohns reported the equipment was taken off the Chambers Island as mice damage is excessive this year. The Phase II Beach project will start in 2 weeks. Paving and shouldering is done on Gibraltar and Peninsula Players Roads, striping will be done on Thursday.

- **Public Comment:** None

Agenda Items:

Conditional Use Permit Application: Peninsula School of Art Parcel Nos: 014-02-33312721C, 014-02-33312721C3, 014-02-33312721B4, &014-02-33312721B3, 3900 CTH F, Proposed Use – Institutional – Fine Arts Venue Project Additions and Upgrades to the School of Arts Campus:

Linda Merline gave an overview of the request. An integral part of the project is the issue of stormwater. Skyler Witalison, Baudhuin Engineering has provided a plan that has met the requirements needed to keep the water on the property. The planned downcast lighting meets with the town's comprehensive plan. The commission recommends support for the project. B. Johnson stated the road on the east side is over the sanitary sewer and would need to be replaced as it is their responsibility. The primary concern is water and keeping it on the school property for neighbors. Cathy Hoke there is no connection to the storm sewer. Goal is to keep 7 months of water on our property. There are 3 different water retention areas on the property. Another issue is tree retention, Hoke stated that the majority of the area is considered a natural area. Greg Coulhorst has approved of the plan conceptually. The RPC will not approve a conditional use without an approved stormwater plan. *(Johnson, J. Merkel) to support the conditional use go along with the recommendation with 3 conditions that the drive along the east side that the Peninsula School of Art is their responsibility repair of the road, #2 during the construction that the design grades are met with the plans. Carried*

Cedar Corporation Update

- A. WDOT STH 42 Project General Update: The project is done. Quantities are still being determined between the state and town projects. There will probably not be a payment request until January or February.
 - i. Vinton Construction Company
 - ii. Rapid Flashing Beacons: Currently at a standstill at a standstill with electrical issue. Bodart Electric Services, Inc.
 - iii. Radar Installation Update: The plans have been prepared and modified from SEH.
 - iv. Noble House Pole and Meter Update: Keith from Ayers has not been hearing anything from DOT on cost sharing.
- B. Community Center and Maintenance Shop Paving – Contract A-20 Update: Final contract payment retainer. Needing final lien waivers but have not been received corresponding waivers from subs.
 - i. Asphalt and curb/sidewalk project – Contract A-20
 - a. Vinton Construction Company
Payment request No 3 (Final)
Release of Retainage
- C. Fish Creek Parking Lot Paving – B-20 update
 - i. Northeast Asphalt, Inc. Recommend no payment until final lien waivers have been received.
- D. Parking Lot Lighting – Update: The start-up is scheduled for next week.
 - i. Bodart Electric Services Inc.: Should Bodart should have recorded the numbers? Looking into it.
- E. Special Assessments for STH 42 Sidewalks - Update
 - i. Schedule “B” Cost Items: *Motion: (Sobns, Johnson) to approve Schedule B & C for the sidewalk assessment dated 11/4/2020 at \$554,123.06 Carried with B. Merkel abstaining (being in the assessment area).* The town's portion of the sidewalk is \$69,495.
 - ii. Proposed Hearing Date:
- F. Other Projects
 - i. Beach Driveway and Ramps Update: No update
 - ii. Cedar Street Storm Sewer: 2 options – Great Lakes There is no pipe going to the north, going to the south it was not quite as bad . #1 just fix area fix. \$27,290. #2 replacement Maple to outlet on Cedar Street using concrete pipe. \$195,035. 3 inlets on Maple and Cedar. Brian Merkel - if planning for the future is a 15” pipe large enough? Phase 2? Dennis - Do a storm sewer study. May need to design curb and gutter for future. Design a

street for curb and gutter and put the inlets where they should be. A study could be done over the course of the winter. What is the best way to manage the water in the 4-block area? Do we want to change the feel with curb and gutter? Ask for a proposal. Scope of work for next month.

Replacement Cost Estimates

- iii. Noble House Storm Sewer

Consideration of Hwy 42 Street Light and Sidewalk Assessment Associated Actions: Possible payment plans over 5-10 years. Dennis – Material cost under Viking Electric, Vinton Construction installation, cost to be assessed \$811,128.61. 50% each assessed land value and land acres. Town portion \$108,170 of lighting. The formal assessment process will not begin until next year. *Motion: (Johnson, Sohns) to approve the Schedule B and Schedule C of the lighting assessment. Carried with B. Merkel abstaining (being in the assessment area).*

Consideration of FCCA 2020 and 2021 Funding: Sohns thanked the Civic Association Board Members for attending on short notice. Sohns stated that at this point in the process the town is \$373,493 over budget, a 34.91% tax increase. The town board is looking for any ways to reduce spending and did not want to make any cut to FCCA without discussion with the board or its representative. FCCA questioned why the amount currently listed is lower in 2021 than 2020. Room Tax revenues are not anticipated to recover to 2020 rates, although the percentage given to the association remains static based on the tax received. Both boards agreed these are difficult budgeting times. The FCCA Board of Directors left the meeting for private discussion. Upon return Cathy Hoke stated the Board of Directors would make a \$25,000 contribution to the town on January 1, 2021 with the 34% remaining on a monthly basis being remitted to the FCCA from Room Tax revenues. The town board thanked the Board of Directors for their assistance.

Continuation of 2021 Budget Preparation: The town board continued the budget preparation: \$1500 out of the FD equipment, the board agreed to increase the amount to be taken out of the CIP by \$25,000 for a total of \$125,000. The board chose to decline the \$25,000 contribution from the FCCA that will be offered on January 1, 2021. 22.85% will be the increase. *Motion: (Johnson, Luetzgen) to approve the budget as proposed. Carried*

Resolution of Town Board Proposing to Exceed Levy Limit: *Motion: (Sohns, Johnson) to approve the resolution of the Town Board proposing to exceed the levy limit as proposed by 20.66%. Carried*

Set Date for Public Hearing on 2021 Town Budget: *Motion: (Sohns, Johnson) to set the date for the Public Hearing on the 2021 Town Budget, the Special Town Meeting of the Electors Regarding the 2021 Levy and the Special Town Board Meeting to adopt the 2021 Budget for November 30th at 6 p.m. Carried*

Set Date for Special Town Meeting of the Electors Regarding the 2021 Levy: See above.

Set Date for Special Town Board Meeting to Adopt the 2021 Budget: See above.

Adoption of Gibraltar Sign Ordinance No. 2020-04: in respect to a wood or wood-like product and the town board may consider a variance. \$200 penalty. *Motion: (Johnson, B. Merkel) to approve ordinance 2020-04 with the addition of “ wood or wood-like product and the town board may consider a variance.” Carried*

Consideration of Green Burials at Blossomberg Cemetery: Sara Lancaster stated that inquiries have been made in the office about Green Burials. We have nothing in our ordinance that address them. Sara is reaching out to the DNR for their opinion. There are a number of ways that Green Burials can be addressed by section, etc. This will be brought back after further information is gathered.

Trackless Inspection Results: Sohns stated the inspection was completed. The inspection summary was included in the board packet.

Consideration of Trackless Purchase: *Motion: (J. Merkel, Johnson) purchase the trackless from Neal Equipment for \$45,000 plus shipping. Carried*

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

Adjourn: *Motion: (Luetgen, B. Merkel) to adjourn at 11:51 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk