

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY JANUARY 6, 2021
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: 2/3/2021

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, Luetzgen) to adopt the agenda as amended (remove 16, move 26 at 16). Carried*

Approve minutes of previous meeting(s): *Motion: (B. Merkel, Johnson) to approve the minutes of the regular meeting of December 2, 2020 as corrected. Carried Motion: (B. Merkel, Johnson) to approve the minutes of November 18, 2020 as written. Carried*

Committee/Commission Reports

Parks & Lands: No report, the committee did not meet.

Fire Department/EMR: Fire Chief Bertges reported a quiet month – 6 calls. Volume for the year 221.

Law Enforcement: Officer Roesch reported contacts were down as he was on vacation for a week. He is working on parking ordinances. “Shop with a Cop” is wrapped up.

FCCA: Denise Stillmann thanked everyone in the community on pulling together the Winterfest activities and holiday decorations. Being the beginning of a calendar year the office is working on membership renewals. Karlie is able to spend quality time with the businesses updating their information and website.

Airport: No report.

Noble House: No report.

Watershed: No report.

Plan Commission: Nothing to report.

Harbor Commission: No report.

Room Tax: Bill Weddig stated the commission met and reviewed the October income which was down 6.9%. Gibraltar was down 9.7% through October.

Building Committee: The committee did not meet.

Clerk: Beth Hagen stated that the office will return to full in-house staffing next Monday. Recommendations are still in place to take care of as much municipal business as possible via phone, email, and mail.

Door County Coastal Byways Council: The council will meet on January 13th at 8:30 a.m. in the Village of Egg Harbor via Zoom. Please contact the office for meeting information.

Chairman: Sohns stated that Gibraltar is the best decorated and lit town. Kurt is using the new trackless and is pleased with the new unit. The lamppost lighting dimming system is working and fine tuning is being worked out.

Public Comment:

- Cal Burnton expressed concerns on the upcoming special assessments - notice, other funding sources and criteria used to determine the general good.
- Karl Stubenvoll asked the lighting at the parking lot to be adjusted down.
- Carole Vande Walle asked when another public hearing can be scheduled regarding the 2020 budget.

Agenda Items:

2020-2021 Liquor License Application: Bad Eleven Provisions, LLC/ Bertie’s Public House, Scott Schmitz, Agent 3931 Hwy 42: Hagen stated this is a transfer of a liquor license dependent upon the

successful sale of the Fish Creek Grill near the end of the month. A Class “B” “Class B” license is the type of license used at supper clubs for example having beer, wine, and liquor available. The site plan is quite similar to the existing plan of Fish Creek Grill. A seller’s permit listing Bertie’s Public House will be coming after the sale. Scott Schmitz was in attendance. An effective date of January 15th will be used for the transfer and the current owner will relinquish their license at the time of the transfer. *Motion: (B. Merkel, Johnson) to approve the 2020-2021 “Class B” combo Liquor License Transfer to Bad Eleven Provisions, LLC/ Bertie’s Public House, Scott Schmitz, Agent 3931 Hwy 42 pending the successful sale of Fish Creek Grill. Carried*

2020-2021 Liquor License Appointment of Successor Agent: Salt + Cedar LLC: Hagen stated this is a change in agent only. *Motion: (B. Merkel, J. Merkel) to approve Liquor License Appointment of Successor Agent: Salt + Cedar LLC to Stephen Jones, Agent. Carried*

Consideration of Door County Room Tax Increase Proposal: Dave Eliot, chairman of the Town of Baileys Harbor is proposing an increase in room tax to 8%. The county wide room tax is made up of 19 municipalities. To change the rate to be collected there would need to be 13 of 19 member municipalities to sign a letter of intent. He is asking the letter of intent to include increasing the room tax to 8%, modifying the ordinance to a 70/30 split and add a permitting fee to be decided by the Tourism Zone that is adequate to cover the costs of administration of the Zone. The 70/30 split aligns with state statute. Eliot suggested if the tax increased Destination Door County should be asked to take on the burden of funding our local Marketing Agencies vs. that additional funding coming from the 30% the municipalities receive. The 4% that the Zone receives is no longer sustainable. Short-term rentals are creating the most work for the Zone. A committee at the Zone has been set up to investigate if there would be a negative effect if the rate were raised. Eliot stated there are many moving parts to this proposal but to get it started the letter of intent is needed. This is an opportunity to digest this information and potentially reinvest in your community.

- Bill Weddig stated municipalities in the balance of the state take care of collection administration not the zone. He does not feel the innkeepers should have to pay a permit fee.
- Paul Woerfel stated there are so many what ifs before all the details are ironed out. Eliot responded the letter is just to get the effort moving. Woerfel thought it would have been a group not an individual effort. He did agree that innkeepers should not have to pay a permit fee but was in favor of increasing the room tax. Timing on the rate change is to be considered as 2021 rates have been published and could have a negative effect.
- Carole Vande Walle stated that none of the credit card expenses are covered by the pass-through taxes.
- Judy Korte of Edgewater Cottages stated her 2020 costs increased, revenues decreased. She wants to keep her business viable, but guests cannot afford her costs plus the increase in room tax.
- Karl Stubenvoll said as a retailer he has a cash/check price and a credit card choice.
- Bill Weddig would need to have a 2022 start at the earliest.
- Eliot stated that there is no rate change date in the letter of intent.
- A short-term rental ordinance was proposed in Baileys Harbor but met with significant resistance and failed.
- Additional information should be coming from the Zone ad hoc committee shortly.

The board agreed to hold off on any decision waiting for additional information. *Motion: (Johnson, B. Merkel) move to table. Carried*

Consideration of First Right of Refusal for Hangar Sale A-8: *Motion: (Johnson, B. Merkel) to not exercise the right of first refusal on hangar A-8. Carried*

Approval of Hangar Lease A-8 to Lauren Lopez: *Motion: (B. Merkel, Johnson) to approve hangar lease A-8 to Lauren Lopez. Carried*

Krause Dockage Request: Sohns stated the boat dockage request is in trade for a bulldozer is something the town has not had before. Our dock does have a waiting list that individuals have been on for many years. Steve asked the board if this is the type of practice that the board wants to begin. Steve stated the town is grateful for the many things that the Krause family has done in the past and hopes will continue in the future

as well. If the town wanted to have a bulldozer it should have a place to store it and do its homework. If it was the sale of the equipment that is a different question. Fire Chief Bertges stated this originally came through the fire department for cutting lines. *Motion: (Johnson, Luetzgen) to decline but appreciate the offer. Carried unanimously.*

Beach Project Phase II Update: Sohns reported that the project has begun. The small maple is to be moved north away from power line. While the excavator is at the project site the stumps from the diseased birch and pine that have been removed from the Town Center will be taken out.

Door Central Snowgoers request for road route – Gibraltar Rd. to Maple Grove Rd. to Sugar Bush Rd.: Gary Bogenschutz stated the Judds have blocked off use of their land. The club is requesting temporary (1 season) use of the road route to hook on to the Lloyd Logerquist property. *Motion: (B. Merkel, Johnson) to support the request of the Door Central Snowgoers for one year the use of Sugar Bush Road Maple Grove Road to Gibraltar. Carried*

Consideration of road name south of 9213 CTH A - 4 lot access request by Saturnino Jauregui: *Motion: (B. Merkel, Johnson) grant that private road name as requested (Jauregui Road) provided that the town has no financial or maintenance responsibility to that road. Carried*

Consider purchase of used Trackless brush: Sohns stated the Manitowoc Parks Department has a used Trackless brush, narrow width that can purchased for \$562.50. It can be used for light snow, summer gravel on roads and grass. The brush wafers still have life left and are not expensive to replace. The funding could come from the roads budget. *Motion: (Johnson, Luetzgen) to approve the purchase of the trackless brush for \$562.50. Carried*

Consider purchase of used Trackless snowblower: Steve got an email from the company that does the maintenance on our Trackless. They took in a 2007 51" blower for \$1750. This blower is the same as the current blower only newer. The old blower had a breakdown which took an hour and a half to fix; it is a 1988. We have added significant sidewalk mileage. Jayson Merkel stated the broom to blower change out in Sister Bay took 17 minutes. Jayson Merkel stated extra parts should be kept on hand. Karl Stubenvoll suggested the Trackless be stored out at the shop to save on salt corrosion. The least expensive means to pick up the 2 pieces of equipment would be to have our staff pick up. Using a U Haul trailer was suggested. *Motion: (Johnson, Luetzgen) to purchase the blower for \$1,750 and have Andy pick up both pieces of equipment in one trip. Carried with B. Merkel opposed.*

Consider maintenance position vacancy options: The job descriptions of maintenance staff and supervisor were reviewed. A non-supervisory person should be looked for. A full time individual is needed but could it be an LTE with the possibility of a non-LTE status? Discussion brought a maintenance individual as a higher priority as opposed to the supervisory position. In evaluations the town is at the point where it needs a minimum of 3 maintenance staff with the potential of additional part time staff. Management of the maintenance staff can be determined later, filling the department is first priority. Add in the 50# weight requirement to the job description. Looking for full or part-time limited term employees starting ASAP. Ad not to state limited term as this is more a trolling expedition. *Motion: (Johnson, Luetzgen) to advertise for a full or part time employees for the maintenance department using the non-supervisory requirements. Carried*

Consider/review winter road service by Town Maintenance: Sohns stated this goes hand in hand with current maintenance discussions. John Fairchild, Rob Robison, and Brian Merkel gave winter road service information that verified the reasoning behind the current practices that included time efficiencies and cost savings. A spread sheet and map depict the areas and who services them.

Consider purchase of salter/sander: Sohns added that this is another piece of winter equipment that was considered at budget time. Jayson Merkel questioned if it is really needed and if the town would get its money's worth. Brian Merkel stated it is a convenience factor, it can be maintained, and it is a needed piece

of equipment. When sand is needed to wait for a private contractor or the county will take too long, we should have this in-house. The maintenance team needs to be aware of what it has and what takes to care for the equipment. *Get a list of operations from experienced board members to help guide the maintenance department on what things they are to do to maintain a salter/sander. *Motion: (Johnson, Luetzgen) to put : Consider purchase of salter/ sander on the July agenda so it can go out for bids. Carried*

Determination on Noble House electric service pole: Sohns received 2 estimates from Action Electric. Option #1 Upgrade the service on the annex building to a 320 pedestal with 2-220amp disconnects. 1 disconnect will feed the existing annex building panel and 1 disconnect will feed the existing Noble House Panel \$9,150 WPS fees \$750 Total option #1 \$9,900.

Option #2 Install a meter pedestal by the side of the road and dig a new line to the Noble House and reconnect to the existing panel \$5,100 WPS fees \$750 Total option #2 \$5,850.

The cost would be part of the highway project. There may be advantages in the future to have 2 meters vs 1. *Motion: (B. Merkel, Johnson) switch to 1 meter (Option #1) with an estimate of \$9,900. Carried*

Set date for joint Town Board and Plan Commission annual meeting: *Motion: (Sohns, Johnson) to set Tuesday, January 26th at 6 p.m. for the joint meeting. Carried*

Resolution 2021-01 Compensation Schedule: *Motion: (Johnson, J. Merkel) to approve Resolution 2021-01 Compensation Schedule. Carried*

Disposition of 70” Trackless snowblower and chutes: *Motion: (J. Merkel, B. Merkel) to keep the 70” Trackless snowblower and chutes in cold storage building. Carried*

Payment of Bills: The board reviewed the bills for payment. A hold was placed on the Viking Electric bill. *Motion: (Johnson, Luetzgen) to approve the bills as presented with the hold on the Viking Electric bill. Carried*

Adjourn: *Motion: (B. Merkel, J. Merkel) to adjourn at 11:19 p.m. Carried*

Respectfully submitted,

Beth Hagen, Clerk