

**TOWN OF GIBRALTAR  
REGULAR MONTHLY MEETING  
WEDNESDAY JUNE 2, 2021  
GIBRALTAR TOWN CENTER  
4097 HIGHWAY 42, FISH CREEK WI 54212  
7:00 PM**

**Approved: July 7, 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:** Sohns confirmed the agenda had been properly noticed. *Motion: (Johnson, B. Merkel) to adopt the agenda as presented. Carried*

**Approve minutes of previous meeting(s):** *Motion: (B. Merkel, Johnson) to approve the minutes of the regular meeting of May 5, 2021 as amended. Carried*

*Motion: (J. Merkel, Luetzgen) to approve the minutes of the Chambers Island Roads and Facilities Review of May 19, 2021 as amended. Carried, Johnson abstained*

**Committee/Commission Reports**

**Parks & Lands:** No report

**Fire Department/EMR:** Fire Chief Bertges reported a call volume of 20 in May, up 10 from last year. Calls are increasing. Bertges reported a brush fire next to Settlement Courtyard Inn with mutual aid, a semi stuck on the Hairpin, and a car versus pole that shut down Hwy 42 for 6 hours.

He is currently working on upgrading the burn permit process.

The CERT UTV should be arriving soon.

Working on a strategic plan and lesson plans for the year.

Finishing the WPS grant for imaging cameras for Chambers Island and working on a forest fire prevention grant.

**Law Enforcement:** Officer Roesch reported 84 contacts for the month. The Governor and Lt. Governor visited earlier this month.

Roesch reported maintenance has been performed on the squad car.

He assisted with the semi stuck on the hairpin, and the accident on 42.

Also researching a grant to upgrade the squad radio system.

**FCCA:** Karlie reported concerts in the Park begin on June 22. There will be a gazebo dedication prior to concert.

Staffing of the office began in May.

The annual meeting was on May 18<sup>th</sup>. Name changed from FCCA to Visit Fish Creek.

Working on progress for the Block Party and transportation. Will be posting about the public parking lot.

**Airport:** No report

**Noble House:** Laurie Buske reported the gazebo is complete. Raised enough funds to do mulch and seeding of the park. Thank you to Tom Birmingham Sr.

Looking for gardening help and a ghost tour docent.

The Museum will be opening June 15<sup>th</sup> with "A Glimpse of Old Fish Creek". Memberships are rolling in. \$20 for a single, \$30 for a family and \$50 for a business.

**Watershed:** No report

**Plan Commission:** No report

**Harbor Commission:** No report

**Room Tax:** No report

**Building Committee:** Sohns reported the committee is the process of doing building inspections.

**Clerk:** No report

**Door County Coastal Byways Council:** No report

1 **Chairman:** Steve Sohns reported Beth Hagen has decided to retire and thanked her for her service. Her last  
2 day was Tuesday. She will be dearly missed.

3 Power will be down at the Noble House bathrooms tomorrow and possibly Friday.

4 Vinton is working on the sidewalks at the beach.

5 The old sign has been installed at the parking lot. Need to look into “parking ahead” signs.

6 Two lights are still out on Shore Rd and one on Hwy 42. Ken Tallion from SEH is assisting with problem.

7  
8 **Public Comment:**

9 Lynn Mercurio, 3333 Gibraltar Rd. asked about the resume of the new Administrator and inquired about the  
10 experience of Thyssen. She voiced disappointment that there was not an opportunity of a meet and greet of  
11 the candidates.

12  
13 **Agenda Items:**

14 **Beach Project Phase II Update:** Sohns reported the beach is pretty close to being finished. The decking  
15 material was difficult to acquire and back-logged. The decking meets our specifications. Sohns requested a screen  
16 at the end of the outfall pipe. A water line was run to the dock and empty conduit for future possibilities. The  
17 bollard lighting is back-ordered will probably have by the end of August.

18 Johnson said a resident suggested a motion sensor on the sprinkler system to deter the geese.

19 J. Merkel stated the dock does have rub rails when we wanted to discourage docking. May need to put out signs  
20 for emergency docking only.

21 David Miller at 4104 Main St. stated the issue was brought up a long time ago. His recollection was that the  
22 Harbor Commission was to enforce. He also inquired about the fence along the property line. Sohns replied we  
23 are currently looking for a contractor.

24 Beach and docking issues should be reported to the Town Office.

25  
26 **Special Event Request: Grand Opening Block Party, August 22, Noon – 4 PM, Noble Square, Fish Creek  
27 Beach Tent, Use of Park, Direct Sales:** Karly stated she has the event permit complete and working with non-

28 profits. She would like to keep the driveway at the beach closed and permission for pop-up tents in the Parks.

29 *Motion: (Johnson, J. Merkel) to approve Visit Fish Creek’s Grand Opening Block Party special event request. Carried*

30  
31 **Special Event Request: Door County Medical Center Auxillary 60<sup>th</sup> Annual House and Garden Walk,  
32 Banner July 27, 2021:** Gloria Heck presented for DCMC. They are requesting a banner and tent. *Motion: (Johnson,*

33 *B. Merkel) to approve DCMCA’s special event request. Carried*

34  
35 **Application for Temporary Class “B”/ “Class B” License Peninsula School of Art, Inc. 3900 CTH F,  
36 Door County Plein Air Festival, 2 PM 7/25 to 10 PM 7/31/2021:** Ginny Sowinski stated they will not be using  
37 the Park this year. Only requesting the permit for school grounds. *Motion: (Johnson, Luetgen) to approve the Temporary  
38 Class “B”/ “Class B” License Peninsula School of Art, Inc. Carried*

39  
40 **Application for Temporary Class “B”/ “Class B” License Door CANcer, Inc. Top of the Hill Shops, 9431  
41 Spring Rd (Parking Lot) July 2, 2021 5-10 PM:** Kelly Kachandanni spoke for the Top of the Hill Shop. *Motion:  
42 (Johnson, B. Merkel) to approve the Temporary Class “B”/ “Class B” License Door CANcer, Inc. Carried*

43  
44 **Application for 2020-21 Liquor License – Skaliwags High Cotton Club/Skaliwags, Chris Wiltfang, Agent  
45 Class “B” and “Class C” License, 4135 Main Street:** *Motion: (B. Merkel, J. Merkel) to approve the 2020-21 Liquor  
46 License for Skaliwags High Cotton Club/Skaliwags, Chris Wiltfang, Agent Class “B” and “Class C” License, 4135 Main Street.  
47 Carried*

48  
49 **Discussion of Cedar Court Options at The Whistling Swan:** Bill Tressler is trying to put a deck on the back of  
50 the building with an ADA compliant ramp. The old lamp posts and raised garden bed have been removed.  
51 They need to have 6 spots striped in order to get permission from the County for the addition and suggests 6  
52 parallel parking spots with the understanding that the Town may do future streetscaping.

1 **Approval of Airport 6-Year Project of Intentions:** *Motion: (B. Merkel, Johnson) to approve the Airport's 6-Year Project*  
2 *of intentions. Carried*

3  
4 **Consideration to Allow Green Burials to Cemetery Guidelines:** Fairchild suggested to have a designated area  
5 for green burials. Need to obtain documentation from the DNR before moving into the next section. Also need  
6 to confirm that we can develop another section for green burials.

7 *Motion: (B. Merkel, Johnson) to approve the green burials to the cemetery guidelines, upon DNR approval. Carried*

8  
9 **Determination of Funding Level for Watershed Box Culvert Construction RFP:** *Motion: (B. Merkel, Johnson)*  
10 *to award Miller Engineer and Associates \$3000 to complete the RFP. Carried*

11  
12 **Determination of 2021 Road Projects:** Suggested maintenance includes: chip sealing - \$54,636, crackfilling -  
13 \$16,897, grade/gravel Gardner Ct. - \$1700, shouldering - \$14,000, and boat trailer lot work - \$1300. Total  
14 maintenance cost of \$88,533.

15 Also 2 loads of gravel for Chambers Island - \$5000 and Spring Rd culvert work \$7982.

16 Would like to obtain surveys of the roads to be black topped and engineering costs of Cottage Row. Thyssen will  
17 inspect the Roads and give a recommendation on road projects at next week's special meeting.

18 *Motion: (B. Merkel, Johnson) for staff to move forward with general maintenance projects for \$88,533. And to follow up on Cottage*  
19 *Row projects and possible outline of future projects. To include 2 loads of gravel for Chambers Island and the Spring Rd. culvert work.*  
20 *Carried*

21  
22 **Appointment of Door County Room Tax Commission Representative:** *Motion: (B. Merkel, Johnson) to appoint*  
23 *Administrator, Travis Thyssen as the new representative of the Door County Room Tax Commission. Carried*

24  
25 **Appointment of Door County Coastal Byways Council Representative:** *Motion: (Johnson, J. Merkel) to appoint*  
26 *Deputy Clerk, Kelly Murre as the new representative to the Door County Coastal Byways Council. Carried*

27  
28 **Approval of 2021-22 Operators Licenses:** *Motion: (Johnson, B. Merkel) to approve the 2021-22 Operators Licenses as*  
29 *presented. Carried*

30  
31 **Approval of 2021-22 Cigarette Licenses:** *Motion: (Johnson, B. Merkel) to approve the 2021-22 Cigarette Licenses as*  
32 *Presented. Carried*

33  
34 **Approval of 2021-22 Liquor License Renewals and Associated Temporary Description Requests:** *Motion:*  
35 *(Johnson, Luetzgen) to approve the license renewals based on the 2019 maps and premise description, with the additional spaces*  
36 *temporarily agreed upon for 2020-2, to sunset when Door County Emergency Declarations are lifted. Carried*

37  
38 **Determination of Road Name of Cul-du-sac at Island View Rd to Termini:** *Motion: (Johnson, B. Merkel) to*  
39 *name the cul-du-sac Island View Ct. Carried.*

40  
41 **Payment of Bills:** The board reviewed the bills for payment. *Motion: (B. Merkel, Johnson) to approve the bills as*  
42 *submitted. Carried*

43  
44 **Adjourn to closed session according to Wisconsin State Statutes 19.85(1) (c):** *Motion: (B. Merkel, Johnson)*  
45 *to adjourn to closed session according to Wisconsin State Statutes 19.85(1) (c). Carried by Roll Call vote at 9:27 p.m. Sohns,*  
46 *Luetzgen, Johnson, B. Merkel and J. Merkel*

47  
48 **Considering employment, promotion, compensation or performance evaluation**  
49 **data of any public employee over which the governmental body has jurisdiction**  
50 **or exercises responsibility – Maintenance and Administration Departments**  
51

1 **Reconvene to open session pursuant to State Statute 19.85(2) to take any action(s) or adopt**  
2 **resolution on issues discussed in closed session.: Motion: (Sohns, Johnson) to enter into open session at 10:10**  
3 **p.m. Carried**

4  
5 **Approve action(s) taken in closed session: Motion: (B. Merkel, Johnson) approve action taken in closed session**  
6 **Considering employment, promotion, compensation or performance evaluation data of any public employee over which the**  
7 **governmental body has jurisdiction or exercises responsibility – Maintenance and Administration Departments. Carried**

8  
9 **Adjourn: Motion: (Johnson, B. Merkel) to adjourn at 10:10 p.m. Carried**

10  
11 Respectfully submitted,

12  
13 Kelly Murre, Clerk