

Approved: 9/1/2021

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**TOWN OF GIBRALTAR**  
**REGULAR MONTHLY MEETING**  
**WEDNESDAY AUGUST 4, 2021**  
**GIBRALTAR TOWN CENTER**  
**4097 HIGHWAY 42, FISH CREEK WI 54212**  
**7:00 PM**

**Approved:**

**Call to order:** Steve Sohns called the regular meeting to order at 7: 01 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, Luetzgen) to adopt the agenda as presented. Carried*

**Approve minutes of previous meeting(s):** *Motion: (Johnson, B. Merkel) to approve the minutes of the regular meeting of July 7, 2021 as awritten. Carried*

*Motion: (Johnson, J. Merkel) to approve the minutes of the July 22, 2021 special meeting, as amended. Carried.*

**Committee/Commission Reports**

**Parks & Lands:** Buske reported the Parks and Lands Committee has inspected all the Town Parks w/ exception to Blossomberg Cemetery & Ephraim-Gibraltar Airport Recreation Area. They will meet next week and will be discussing 2022 budget items. Buske thanked the Town maintenance crew and administration staff.

J. Merkel stated the committee walked Fish Creek Park. The Park looks great, and the maintenance crew is doing a great job. He noted the bridges are in terrible shape, a few boards have been replaced after a maintenance person fell through. More needs to be done. It is a safety hazard, and they need to be fixed.

**Fire Department/EMR:** Chief Bertges is excused this evening and provided a written report. Thyssen reported July call volumes are at 51 up by 19. Major incidents include: a bike accident with facial trauma, fire in Egg Harbor, death due to medical, and a fatal accident at Cty A and E. Would like the Board to conduct a study for that intersection to see if additional signage that indicates it is only a 2-way stop would help.

He is working with the community liaison.

On Aug. 21<sup>st</sup>, there will be a funeral procession into Blossomberg Cemetery for an active duty Air Force member from Sister Bay.

**Law Enforcement:** Chief Roesch is excused from tonight's meeting for training and provided a written report. July 4<sup>th</sup> was a busy weekend with numerous calls. He spoke with DC Trolley regarding parking issues. Will be testing out Badger Tracs for parking citations this month.

2022 Tahoe order has been placed and 2022 budget submitted.

**VFC:** Karly reported the visitor center had 1512 points of contact in July. Concerts in the park are going well. Transportation survey was passed out to the Board. The Block party is Aug. 22<sup>nd</sup> w/ ribbon cutting at 12:30.

**Airport:** Franke reported the runway lights failed a few weeks ago. The electrician was unable to trouble shoot the electronic circuit. They were able to connect with an electrician from the Green Bay Airport. He needed to replace circuit board and had a used unit that saved the airport a lot of money. His contact information is now on file for future use.

The airport has been allocated another \$32,000 grant.

**Noble House:** Buske reported they are very busy and encourages everyone to come see the exhibit. Staffing is great. They applied for a grant for COVID remediation. Door County Community Foundation will be donating an air purifier. Always s looking for volunteers.

**Watershed:** No report

**Plan Commission:** No report

**Harbor Commission:** No report

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1 **Room Tax:** Weddig reported they reviewed May income. Up 213% over last year. District wide up 65% over  
2 2019. Occupancy was around 43%.

3 **Building Committee:** Stubenvoll reported the committee prioritized budget items for 2022 and discussed  
4 the Chambers Island construction project.

5 **Clerk:** No report

6 **Door County Coastal Byways Council:** Murre reported the DCCB is planning to update their website to  
7 make it phone friendly and more interactive. They have submitted their budget requests and will be looking  
8 for donations to help fund the website upgrade.

9  
10 **Chairman:** Projects are getting wrapped up. Road closure signs have been placed on Cottage Row during the  
11 construction over safety concerns.

12 B. Merkel inquired about the stone and plaque for the beach project. Expressed frustration that the Board  
13 was not included on the verbiage. B. Merkel does not want his name on it and would consider resignation  
14 from the Board if this is not resolved. People should have been contacted. Sohns apologized. He did not  
15 know people did not want their names included.

16 Thyssen pointed out the new bench for the beach. Three composite benches were ordered for the pier.

17  
18 **Public Comment:** Weddig suggested ordering a new plaque.  
19 Lynn Mercurio, 3333 Gibraltar Rd. acknowledged that Thyssen introduced himself after she brought forward  
20 her concerns in June. Inquired why there was not a meet and greet of the other candidates.

21  
22 **Agenda Items:**

23  
24 **Ray Slaby Memorial Plaque:** Connie Judd couldn't make this evening's meeting but dropped off the  
25 memorial plaque she had made for Ray Slaby. Chairman Sohns presented it to the Board.

26  
27 **Special Event Request: The Cherry Hut, Falltober Fest, October 1-3, Tent, Music, and Signage:**  
28 The Cherry Hut would like to take advantage of the open, fall weekend. Would like to have live music until 9  
29 pm, will bring in Oct. Fest style beers, a pig roast, with a tent and banner/sandwich board. The banner can be  
30 placed up 2 weeks before.

31 *Motion: (Johnson, Luettgen) to approve with music during the day up until 9 PM, with banner, and tents. Carried.*

32  
33 **Special Event Request: Peninsula Pacers Fall Challenge Bike Ride, September 18<sup>th</sup>, Use of Clark**  
34 **Park, 2 Tents, 4 Port-a-Potties, and Directional Signs:** Brian Fitzgerald presented for the Peninsula  
35 Pacers. The event will be the same as 2019. *Motion: (Johnson, B. Merkel) to approve the Fall Challenge Bike Ride w/  
36 the understanding that he will communicate with Chief Roesch. Carried.*

37  
38 **Special Event Request: National MS Society Challenge Walk, September 25-26, Use of Clark Park,**  
39 **Tents, Port-a-Potties, and Directional Signs:** Brian Fitzgerald presented for the MS Society. The park will  
40 be used as a staging area. *Motion: (Johnson, J. Merkel) to approve the National MS Challenge Walk. Carried*

41  
42 **Special Event Request: Gibraltar Grill to add a Beer Wagon to End of Summer Party:** Tom Young  
43 previously completed a special event request for his end of season party and would like to add a beer wagon.  
44 *Motion: (Johnson, J. Merkel) to approve the addition of the beer wagon. Carried*

45  
46 **Special Event Re quest: Visit Fish Creek, Inside/Outside Days, September 24-26, 2021, pop-up tents, and**  
47 **banners:** VFC have changed the name of the event to Inside Outside Days. Would like to add a special concert in  
48 the Park.

49 *Motion: (Johnson, Luettgen) to approve the special event request with the additional concert in Clark Park. Carried*

50  
51 **Approve Door County Tourism Zone Intergovernmental Agreement:** Josh Van Lieshout presented for  
52 DCTZC the intergovernmental agreement to increase the room tax to 8%.  
53 The municipal contribution is paid up front then refunded from Destination Door County.

Approved: 9/1/2021

1 It would be approximately \$104,000 increase to the Town. Net gain to the Town would be including contributions  
2 to Visit Fish Creek would be \$182,000.

3 Johnson expressed concerns in regards to communication and implementation processes.

4 Marise Redmann has concerns that visitors and guests may feel overly burdened by the increase.

5 Dave Elliott explained the study that was done and doesn't think that will be an issue.

6 *Motion: (Johnson, B. Merkel) to approve the intergovernmental agreement and Resolution 2021-04. Carried.*

7  
8 **Approve Ordinance 2021-08 Lodging Tax:** *Motion: (Sobns, Luettgen) to approve Ordinance 2021-08. Carried.*

9  
10 **White Directional Sign Assignment and Requests:** Staff reviewed the sign requests. The Noble House sign  
11 has 8 placards already. The sign a Cedar street could have up to 5 on the signs.

12 *Motion: (Johnson, Luettgen) to recommend 5 placards per corner sign, grandfathering the 8 at Noble Square and to come up with an  
13 equitable solution to review every 2 years. Carried*

14  
15 **Approve Airport Resolution 2021-03 Petitioning the Secretary of Transportation for Airport Improvement  
16 Aid:** *Motion: (Johnson, B. Merkel) to approve Airport Resolution 2021-03 petitioning the Secretary of Transportation for Airport  
17 Improvement Aid. Carried*

18  
19 **Approve Agency Agreement and Federal Block Grant Assurances:** *Motion: (Johnson, J. Merkel) to approve the  
20 agency agreement and Federal Block Grant Assurance. Carried*

21  
22 **Approval of Airport Snow Blower Attachment Purchase:** Franke reported the Airport would like to replace  
23 the snow blower. The State will handle the bids and purchase. Budget is \$25,000. *Motion: (Johnson, B. Merkel) to  
24 approve the airport snow blower attachment purchase. Carried.*

25  
26 **2021-2022 Airport Snow Removal:** Jeff Drajesk introduced the proposal.

27 The Town receives Personal Property Tax revenue that doesn't get shared with the Airport or the Village of  
28 Ephraim. They have suggested the Town contribute some of those funds towards airport snowplowing. The  
29 estimated amount received is \$16,500 which is then split with the County, School, and NWTC. Kelly will verify  
30 what percentage the Town keeps.

31 *Motion: (Johnson, Luettgen) to contribute up to \$3000 to airport snow removal for one year as long as PPT remains in WI. Motion  
32 rescinded by Johnson.*

33 *Motion: (Johnson, Luettgen) to table for more information. Carried*

34  
35 **Consideration of Re-Petitioning the County to add Miniature Golf to Village Commercial Zoning:**

36 Someone is interested in putting a miniature golf course in the same area as was proposed several years ago by  
37 Doug Butchart. The County previously denied our request to create a new definition for Miniature golf and allow  
38 in Village Commercial Zoning.

39 *Motion: (Johnson, J. Merkel) to forward to the Plan Commission for further consideration of re-petitioning the County. Carried, B.  
40 Merkel opposed.*

41  
42 **Approve Ordinance 2021-07 Regulating Short-Term Rentals:** Thyssen reported the Plan Commission created  
43 an ordinance incorporating the business license. Will bring back in September for final approval.

44 *Motion: (Johnson, J. Merkel) to make the changes as discussed and forward to legal. Carried*

45  
46 **Miller Engineers Contract Proposal for Culvert Fish Passage Administration and Funding:** Previously  
47 the Town Board agreed to have Miller Engineers prepare the RFP for the Hwy 42 Box Culvert for \$3000.  
48 This contract did not include permitting services, bid administration, construction contract administration,  
49 and construction phase quality control. The total cost for all services is \$26,500.

50 The Plan Commission budgeted \$61,000 in 2021 for the construction phase of the reimbursable grant. Of  
51 which, we will get \$46,312.50. The deadline to complete construction is December 31, 2021. At this point, it  
52 is unlikely that construction would be complete. Staff has requested an extension of the grant and if granted  
53 would like to use 2021 budgeted funds to hire Miller Engineers.

Approved: 9/1/2021

1 *Motion: (Johnson, Sobns) to approve the Miller proposal with the condition that we get the extension on the grant. Carried.*

2  
3 **Consideration of Ruekert & Mielke Transportation Utility Proposal:** Thyssen reported he has been meeting  
4 with Supervisors and would like direction on whether to move forward proposal. Thyssen has been discussing this  
5 option with residents of the Town with favorable response.

6 *Motion: (Johnson, Luetngen) to pursue the Transportation Utility Fee proposal and assessment process as proposed. Carried, Sobns*  
7 *opposed.*

8  
9 **Approve Purchase of Maintenance Truck:** *Motion: (Johnson, J. Merkel) to approve the purchase of the 2022 Chevrolet*  
10 *Silverado from Ewalds for \$67,671. Carried.*

11  
12 **Approval of 2021-22 Operators Licenses:** *Motion: (Johnson, B. Merkel) to approve the 2021-22 Operators Licenses as*  
13 *presented. Carried*

14  
15 **Payment of Bills:** The board reviewed the bills for payment. *Motion: (Johnson, Sobns) to approve the bills as*  
16 *submitted. Carried*

17  
18 **Adjourn to closed session according to Wisconsin State Statutes 19.85(1) (c):** *Motion: (Johnson, J. Merkel)*  
19 *to adjourn to closed session according to Wisconsin State Statutes 1985(1) (c). Carried by Roll Call vote at 10:23 p.m. Sobns,*  
20 *Luetngen, Johnson, B. Merkel and J. Merkel*

21  
22 **Considering employment, promotion, compensation or performance evaluation**  
23 **data of any public employee over which the governmental body has jurisdiction**  
24 **or exercises responsibility – Town Treasurer**

25  
26 **Reconvene to open session pursuant to State Statute 19.85(2) to take any action(s) or adopt**  
27 **resolution on issues discussed in closed session.:** *Motion: (Johnson, B. Merkel) to enter into open session at 10:50*  
28 *p.m. Carried*

29  
30 **Approve action(s) taken in closed session:** *Motion: (Johnson, Luetngen) approve action taken in closed session*  
31 *Considering employment, promotion, compensation or performance evaluation data of any public employee over which the*  
32 *governmental body has jurisdiction or exercises responsibility – Town Treasurer. Carried*

33  
34 **Adjourn:** *Motion: (Johnson, Luetngen) to adjourn at 10:51 p.m. Carried*

35  
36 Respectfully submitted,

37  
38 Kelly Murre, Clerk