

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY, DECEMBER 1, 2021
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: January 5, 2022

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 (via Zoom), and Jayson Merkel.

Board member(s) absent: None

Agenda/proper notice/adopt agenda: Sohns confirmed the agenda had been properly noticed. *Motion: (Johnson, J. Merkel) to adopt the agenda as presented. Carried*

Approve minutes of previous meeting(s): *Motion: (Johnson, J. Merkel) to approve the minutes of the November 3, 2021 as amended. Carried*

Motion: (Johnson, J. Merkel) to approve the minutes of the November 17, 2021 special meeting, as amended. Carried.

Committee/Commission Reports

Parks & Lands: Buske reported the committee did not meet. She thanked the volunteers for decorating, VFC for the trees, office and town maintenance staff for their assistance. Snowflake arch should arrive tomorrow.

Fire Department/EMR: Chief Bertges reported call volume was the same as 2020. Snow vehicle accident and fall. Four members will attend Marine Ship firefighting Dec. 3-5.

Law Enforcement: Chief Roesch reported 55 contacts for the month. The new squad is set to be built the week of January 17. Looking into new grant opportunities. Will be participating in the Chop and Shop with a cop on Saturday.

VFC: Karlie reported the Virtual Shop Hop was held on Nov. 18 and the 12 days of giveaways began today. Working on membership drive and Winterfest plans.

Noble House: Buske reported the wreath sale is complete. GHA helped pay for additional lights. Thank you to the Merckels for the tree donation. Tree lighting and caroling this Saturday.

Airport: No report

Watershed: No report

Plan Commission: Thyssen reported for Merline that the Commission discussed future of the Kinsey property, Cottage Row, comprehensive plan update, the green tier process, outdoor display ordinance and attainable housing.

Harbor Commission: Set their fee schedule for the 2022 season.

Room Tax: Thyssen reported the DCTZC is finalizing the contract with the Visitor's Bureau.

Building Committee: No report

Door County Coastal Byways Council: No report, did not meet.

Clerk: Murre reported nomination papers may be circulated for the 2022 Spring election. They are due January 4th.

Treasurer: Cain-Bieri reported paperwork will be sent tomorrow for taxes. Bills will probably go out next week.

Administrator: Thyssen reported he will be meeting with Cedar and Kahr regarding drainage at Sunset Park.

Chairman: Sohns wished everyone a happy holiday. The Town has received verbal confirmation of the LRIP for Island View Rd. The WTA reported a few new bills have passed and AD 610 is scheduled for a hearing next Tuesday that addresses property tax assessment practices. He recommending people call their representative to oppose.

Public Comment:

1 Don Freix has comments related to number 9 that will be discussed during that agenda item.

2
3 **Special Event Request: Visit Fish Creek, Winterfest – Use of Clark Park, Feb. 2-7, 2022, Temporary Class “B”/”Class B” Retailer’s License:** Karlie Schultz presented for Visit Fish Creek. They are requesting use of Clark Park and the Town Hall, a tent (Diggers Hotline will be notified), Maple St and Spruce St closures, dumpster, port-a-potties, warming fires, fireworks, banners, sandwich boards and a temporary picnic license.

7 The fireworks would be sponsored by the Town and shot by Dave Lienau. Discussion was had regarding logistics. *Motion: (Johnson, Luetzgen) to approve the special event request for Winterfest as requested to include flags, temporary picnic license and fireworks. Carried. J. Merkel opposed.*

11
12 **Petition to Re-Zone Tax Parcel: 014-02-28312743F2 from Village Commercial to General**

13 **Commercial:** The Plan Commission met last week to review the petition. The question at hand is whether or not the parcel should be re-zoned, not whether we think the project is a good idea. The Commission’s vote ended in a tie.

16 Sohns presented concerns of spot zoning to general commercial. The lot sizes are much smaller and mixed with residential use.

18 Merline stated we need to stay consistent with our zoning. Need to look for reasons why the property should be re-zoned. This reason is to benefit one business owner. Spot zoning is not illegal, but can be challenged in court.

21 Johnson stated the motion failed based on the wording of the motion. The Plan Commission discussed the long range plan has that area as General Commercial (GC) and adjacent properties would qualify as GC.

23 Don Freix stated the re-zoning of a parcel for the purpose of selling a property does not qualify.

24 Kerry Johnson has reached out to members of the community with support. The smart growth plan includes GC in that area on the future land use map. Plans to keep much of the property wooded.

26 Merline stated the future land use map is not a zoning map. Decision needs to be based on the zoning that is in place today.

28 B. Merkel need to be very cautious in regards to spot zoning.

29 That Comprehensive Plan revision is in the works. Should not consider re-zoning until that is complete.

30 *Motion: (B. Merkel, Johnson) to not support the re-zoning of parcel 014-02-28312743F2. Carried*

32 **Adopt 2022 Budget:** *Motion: (Johnson, B. Merkel) to approve the 2022 budget. Carried*

34 **Fish Creek Fish Passage Culvert Bids – Consider Re-bidding for the Fall:** Only one bid was received for the culvert project. Miller Engineers recommends rebidding it for the fall. *Motion: (J. Merkel, Johnson) to re-bid the culvert project for fall of 2022. Carried.*

38 **Rescind Ordinance No. 1998-04 Combine Clerk/ Treasurer:** *Motion: (B. Merkel, Johnson) to rescind ordinance no. 1998-04. Carried.*

41 **Chambers Island Fire Station and Dock Lease Reassignment to Chambers Island Marina Company, LLC:** Chambers Island Marina Company is purchasing the fire station property on Chambers Island. The lease needs to be transferred from the Diocese of Green Bay. *Motion: (Johnson, Luetzgen) to approve the lease reassignments. Carried.*

46 **Reconsideration of Sunset Beach Drainage:** Thyssen reported this was brought to our attention after improvements were approved last month. The drainage from Main street needs to be considered prior to other work being done.

49 Buske has concerns about the rocks falling in and would like to see the work done sooner.

50 Thyssen will be meeting with Cedar next week and Kahr to discuss drainage issues.

51 Maybe that park needs to be put on a priority list.

52 *Motion: (Johnson, J. Merkel) to have staff meet with Cedar Corp and Mike Kahr to determine the best option. Carried.*

1 **Appoint 2022-2023 Election Officials:** *Motion: (Johnson, Luetzgen) to approve the list provided for election officials.*
2 Carried.

3
4 **Reconsideration of Official Posting locations:** Nicolet Bank is for sale and will no longer have 24 hr
5 access. The Town already meets the posting requirements with the other locations. *Motion: (B. Merkel, Johnson)*
6 *to eliminate the Nicolet Bank posting location.* Carried

7
8 **Consideration of Police and Fire Chief Credit Cards:** Bertges and Roesch have both requested a
9 department credit card to be used for training and travel. In order for them to use the Town credit card,
10 authorization needs to be provided by the clerk. Sometimes requiring copies of her driver's license. Receipts
11 and invoices will be audited by town staff. A \$2000 credit limit and purchase requisitions will still be required.
12 and *Motion: (B. Merkel, Johnson) to supply credit cards for fire & police chief use.* Carried.

13
14 **Consideration of Recurring Monthly Payment Options:** Staff has recommended ACH or credit card
15 payments be set up for recurring expenses. The credit card allows for a 1% cash back reward that would be
16 added revenue to the Town and would cut back on the cost of mailing checks. *Motion: (B. Merkel, Johnson) to*
17 *support staff recommendation for reoccurring payment of bills.* Carried.

18
19 **Employee Benefit Schedule:** This request would bring staff into alignment on January 1. Paid time off
20 would accrue throughout the year. This would cut back on staff having to burn hours at the end of the year.
21 *Motion: (Johnson, J. Merkel) to approved.* Carried.

22
23 **Approval of amended STR ordinance:** Proof of garbage disposal was added to the ordinance. *Motion:*
24 *(Johnson, J. Merkel) to approve the amendment.* Carried.

25
26 **Other Fee Schedules:** Staff has compared the Town's fee schedule to neighboring municipalities and
27 recommends the following increases:

- 28 - Increase Operator License to \$20/year, currently \$15.
- 29 - Increase Parking Violations to \$40, currently \$25.
- 30 - Increase Handi-cap parking violations to \$75, currently \$50
- 31 - Increase Blossomberg Cemetery to \$600 for resident, currently \$300. Increase Blossomberg
32 Cemetery to \$1200 non-resident (family member), currently \$600. Increase burial to \$500, currently
33 \$400.
- 34 - Increase Blossomberg Cremation for resident to \$150, currently \$75. Increase non-resident (family
35 member) cremation site to \$300, currently \$150. Cremation burials at current rate of \$150.00.

36 *Motion: (J. Merkel, Johnson) to amend the fee schedule as recommended.* Carried.

37
38 **December Office Holiday Schedule:** *Motion: (Johnson, Luetzgen) to approve the office holiday schedule as presented.*
39 Carried

40 **Approve the Payment of Bills:** *Motion: (B. Merkel, Johnson) to pay the bills as presented.* Carried.

41
42 **Adjourn:** *Motion: (Luetzgen, Johnson) to adjourn at 9:14 p.m.* Carried

43
44 Respectfully submitted,

45
46 Kelly Murre, Clerk