

**TOWN OF GIBRALTAR
REGULAR MONTHLY MEETING
WEDNESDAY, AUGUST 3, 2022
GIBRALTAR TOWN CENTER
4097 HIGHWAY 42, FISH CREEK WI 54212
7:00 PM**

Approved: September 7, 2022

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

Adopt agenda: Amend agenda #12 to state ordinance 2022-35, code 10.1925 and #18 Ordinance 2022-30, correct clerical error. Sohns confirmed the agenda had been properly noticed. *Motion: (Johnson, J. Merkel) to adopt the agenda as revised. Carried*

Approve minutes of previous meeting(s): *Motion: (Johnson, Luetzgen) approve the minutes of the July 6, 2022, as revised. Carried*

Committee/Commission Reports: Sohns reminded everyone that reports are for information purposes only, comments are fine but not intended for question and answer.

Parks & Lands: Buske reported that lots of projects have been completed and four more benches will be added because of the beautification donation fund. Thank you to the donators. Working on budget and will have another weed warrior event Aug 16th in Fish Creek Park to take out the honeysuckle.

Fire Department/EMR: Chief Bertges reported that the total call volume in July was 50, up from 48 in 2021. The department received a WPS grant for \$2000 for Open Water Rescue. He assisted Combined Locks in a strike team. We had two rescues off of Eagle Trail, utilizing the boat and UTV. He has applied for a Walmart Grant for IST team for \$4000. Fire permits are back online and working on modifying event permits to include common fire prevention issues. The fireworks and hairpin run events occurred without issues.

Law Enforcement: Chief Roesch reported that the new “No Trailer Parking” signs in downtown have greatly improved enforcement efforts. New signs have been ordered for the public trailer lot to specify the rules for the lot. Signs will be placed on each entrance, along with signs specifying no single trailers in double spots. The July 4th weekend was busy with no major issues. The fireworks show was well put together and attracted a large crowd. The activities on July 30th at the Peninsula School of Arts caused parking issues on the south side of County F. Several parking citations were issued. I saw a fire truck and ambulance stuck in traffic because the road was blocked. For future events the school will need to address this issue. Door County drug taskforce meeting last month. Note, Art School request discussion about parking on County F.

VFC: Karlie reported 1281 points of contact in July. Working on advertising for fall events. Concerts in the park are the next two weeks on Tuesday at Noble Square.

Noble House: Buske reported that with the Native American flute player event the repaired wall cap is being utilized for additional seating. Widow of the South is the next GHA event, August 18th at the Old Town Hall. GHA has been receiving numerous thank yous on the foundation and walkway repair.

Airport: Drajesk said they feel the traffic is down this year but fuel sales are up as we are lower than Sturgeon Bay, so we are the preferred place to stop. The commission met today with the BOA project manager for starting the site plan for rebuilding the runway in 2024. They will redo the plan and revise as needed. Will do the best to limit cost overruns but looking into additional Federal Funding to help offset the costs. New signs will be ordered for the airport to help with commercial traffic, overnight parking fees, etc. For the Friends all three highschoolers are continuing their schooling and are continuing their education and additional scholarships. There is approximately \$25,000 in the fund, but costs are about \$10,000 per student. The airport did receive a grant from the 100 Plus Women Who Care group to assist with scholarships. A local taxi service is also going to donate money back to the airport for flight training for each ride pick up that occurs. Brushing along the road will occur as well.

Watershed: No report

Plan Commission: Thyssen said the commission held a meeting and Mr Robinson from Baylakes held a kickoff and will work with the commission for the Comprehensive Plan.

Harbor Commission: Harris reported everything is running smoothly. The dock is very busy, weather is great, selling a lot of fuel and prices have been coming down but we are adjusting accordingly. Lots of compliments about staff. Starting on the budget, staff will help fill in some numbers. Dave thanked staff for help at the dock.

Room Tax: Weddig said the Executive committee met and reviewed May income, things are still looking good for the year. The town reported a little over \$1 million in net revenue. About a 42% occupancy rate. We are running about 34% of last year including the room tax increase. About 90-100 units are on Airbnb etc. Looks to be a very good season.

Building Committee: Stubenvoll reported the committee finished the inspections and will meet in September to go over recommendations for budgeting.

Door County Coastal Byways Council: No report.

Clerk: Reminded everyone of the August 9th primary election.

Treasurer: Cain-Bieri reported she attended the Treasurer Institute and is working on the 2023 budget prep.

Administrator: Cottage Row Road reconstruct will begin the end of August, the major part will be after Labor Day. The Golf course on 42 is currently under construction. Working with the fire department on logistics on Chambers Island Firestation. The gutter system is now complete on the Chambers Island Lighthouse and operating exactly as it should. Maintenance staff is working on taking items off the list and creating a new list for 2023.

Chairman: Welcomed our new staff member Colleen Huberty, who will work 3 days in Jacksonport and 2 days at Gibraltar. She will be the clerk-treasurer of Jacksonport and work as support staff in Gibraltar, primarily with the traffic utility billing. The town did receive confirmation of the \$23,000 Coastal Management Grant for the Comprehensive Plan.

Public Comment:

Stubenvol thanked the town for the fence in the back parking lot, cuts down on lights in the evening.

Phyliss Schott has questions about the Kinsey property and wants to know about the stages and parking lot by the dock. The parking lot has a restriction sign that doesn't allow parking, she feels it should be changed to allow all to park. When the beach went in, we were told we would be able to back in to put kayaks in, now to put in at the dock we have to pull in and not park in the parking lot.

Barb McKesson commented that she thought we had an ordinance that we didn't put signs on trees, and there is a no parking sign on the willow tree at the dock. We should look at removing it and putting a sign on a post.

Agenda Items:

Application for Temporary Class B Retailers License: Northern Sky Sunflowered Show Opener, September 17, 2022. Holly Feldman said it is similar to an even earlier this year, it's a welcome for the new show. The event on July 2nd was limited due to COVID. *Motion: (Johnson, B. Merkel) to approve the temporary picnic (wine) license for Northern Sky Sunflowered Show Opener on September 17, 2022. Carried.*

Special Event Request: The Cherry Hut Falltober Fest, September 30-October 2, 2022: Trent Snyder said this would be the 2nd year for the event, there will be a grill out the music is more pumped up and bring in Octoberfest style beers. No other community events taking place. Would like a sign near the roadway. *Motion: (Johnson, Luetggen) to approve the special event request for The Cherry Hut Falltober Fest, September 30-October 2, 2022. Carried.*

Special Event Request: Nicolet Bank August 31, 2022 ATM Celebration: Melanie Ramirez would like to put up an 8x8 tent and hand out lemonade and cookies and thank you to the customers. Would like to

advertise for the event. *Motion: (B. Merkel, J Merkel) to approve the Nicolet Event request on August 31, 2022. Carried.*

Special Event Request: Visit Fish Creek Inside/Outside Sale, September 23-25, 2022: Karlie from VFC is requesting permission to run the event as we have done previous years, event in the park would be earlier in the day. *Motion: (Johnson, Luetzgen) to approve the special event request for VFC Inside/Outside Sale. Carried*

Approve Ordinance 2022-35, 10.1925 Granting Ticketing Authority: Thyssen said this would give clarification to the ordinance staff would like to give the Police Chief authority to authorize another agent to issue municipal violations. *Motion: (Johnson, B. Merkel) to approve the ordinance. Carried*

Consideration of WRS Deferred Compensation: *Motion: (Johnson, J Merkel) to approve joining the WRS Deferred Compensation program. Carried*

Plan Commission Term Appointment: *Motion: (Johnson, Luetzgen) to appoint Sara Lancaster to fill the vacant seat for the current term. Carried. B Merkel opposed.*

Consideration/Appoint Plan Commission Alternate: Thyssen said it is common practice in other communities to have an alternate. It has come up where we don't have a quorum. With an alternate, that person takes part in all of the discussion and can give a vote if a quorum is needed. The comprehensive plan is going to be intense with many meetings, so another person can be very helpful so things can progress forward. Plan commission recommendation is to appoint an alternate. Johnson said the Plan commission discuss length of term. Sohns would like to see this reviewed in a year to see if this works. Sohns is concerned that different views could cause a problem if it was used to sway a vote. Johnson said the alternate only votes in absence of a quorum, not one single member. Thyssen said he would recommend that the alternate fills in anytime any member is absent. *Motion: (Johnson, Sohns) to approve Wayne Kudick as an alternate under the condition that we amend the ordinance and the term be for one year. Carried.*

Appoint 2023 Budget Committee Members: Johnson and Luetzgen served on the committee last year and they said they would do it again. Thyssen said this helps to limit the longer meetings for the budget work shop. *Motion: (B Merkel, J Merkel) to replicate the budget oversight committee same as 2021. Carried.*

Further Discussion and Possible Action Spruce Street Recommendations: Sohns said last month we talked about it and asked staff to come back with additional analysis. Johnson said there were a couple of emails in opposition, but Johnson said there are a lot of plusses. Navigating through that area is a mess. Thyssen said some of the emails had misinformation, after reaching out to the individuals the misunderstanding was rectified as the area of change is only Spruce Street from Hwy 42 to Maple St, not the entire street. Traffic would travel one way northbound on Spruce St from 42 to Maple and then a 4-way stop would be added at Spruce and Maple Streets. The recommendation would be year-round. There would be a dedicated loading zone lane for deliveries. Additional signage would be added to direct truck traffic to Cottage Row and the four lane. Amy Wilde asked about the time frame for construction of the downtown campus. Thyssen said it will be a multiple year project and it is still in the design stages. Roger Ostringa questions if this fits into the Master Plan with the dock, the new waterfront property, and changing roads. Thyssen said this was already studied on 2 different occasions, and both reports indicated that the town should look at making that section of road way one-way. Weddig would like to see if it possible to sit at Noble House and take a traffic count of the number of cars that come up the hill from Spruce Street and look at the cars coming down Main Street going up the hill to get an idea of increased traffic load on Main Street. Sohns said there is more to this, if we close this section to two-way traffic, we are forcing traffic to go a different way, especially the trucks. Roesch said most of the trucks are going that way anyways because they can't turnaround at the dock. J Merkel said the trucks are going that way anyways and the trucks may like it better. Johnson said this is an issue of delivery trucks blocking the road, more so than the traffic trying to come south. Sohns would like to see a right turn lane in front of Hide Side to alleviate some of the congestion. Thyssen said a lot of the buildup is confusion at the intersection, eliminating two-way traffic at Spruce will help the intersection. Peeri Duderstadt said let's combine some things together, sounds like

temporarily might be the best starting point. B Merkel is concerned that those that are using the West dock won't make the corner at Spruce and Maple with a boat. B Merkel also talked about considering hashing out parking on Spruce. Harris said this was studied year ago and the West boat launch you have to be facing south to launch. McKesson said it's not just Spruce St it's the whole area. Buske said early morning most of those trucks are arriving after 8:30 and impossible for trucks to navigate the Spruce St Maple corner. Thyssen said it is always easy to not change for the sake of not changing if you don't try, we aren't going to know if a different solution can be obtained. Keeping it the same, the same problems will maintain. Harris said this was a paint solution when SEH looked at it, not a huge expense to try it. Thyssen believes that the area in front of the Town Hall parking isn't clearly identified, perhaps marking them better will help.

Motion (Johnson/Luettgen) to approve the one way on Spruce St with eliminating parking on main street to allow for a right turn lane heading south on 42. Carried. Opposed B. Merkel, S Sohns.

Consideration of Amending Ord 2022-30: *Motion (Johnson/Luettgen) to amend Ord 2022-30 as presented. Carried. Sohns Opposed.*

Disallowance of Claim: DeWitt Law Offices: Thyssen said it is standard procedure to deny claims in open session. *Motion (Johnson, B. Merkel) to disallow claims as presented. Carried.*

Propane Contract: *Motion (Johnson, Luettgen) approve propane with Amerigas at \$2.05/gal. Carried.*

Consideration of Right of First Refusal for Hangar B-3, Gary Glojek: *Motion:(B Merkel, Johnson) pass on sale of Hangar B3. Carried.*

Consideration of Sale of Hangar B-3 to Horn Aviation: *Motion (Johnson, B. Merkel) to approve the sale. Carried.*

Consideration of Lease Agreement for Hangar B-3 Horn Aviation: *Motion (Johnson, Luettgen.) to approve the lease agreement. Carried.*

Consideration of Gibraltar Fire & Rescue 501c3 Boat Purchase: J Merkel thanked everyone for the donations the price of the boat came in around \$48-49k we have raised \$51k, he suggested ordering now with cost increases. The boat would be active in the public safety sector. *Motion (B. Merkel, Johnson) to approve the boat purchase. Carried.*

Approve of bills: Cain-Bieri said we are holding the bill for Door Guard Security to look into a new company that would combine all the properties together. Johnson asked staff to look at the Alpert's payroll from July 15th. *Motion: (B. Merkel, Johnson) to approve the payment of bills minus the Door Guard bill as discussed. Carried.*

Adjourn to Closed Sessions According to Wisconsin State Statutes 19.85 (e)(g)

- Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Legal Update from Atty. Gagan
- Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: consideration in negotiating the purchasing or financing public property

Motion: (Johnson, B. Merkel) to adjourn to closed session according to Wisconsin State Statutes 19.85 (c) at 8:45 pm. Carried by roll call vote: Sohns, B. Merkel, J. Merkel, Johnson, and Luettgen.

Reconvene to open session pursuant to State Statute 19.85(2) to take any action(s) or adopt resolution on issues discussed in closed session(s) *Motion: (Johnson, B. Merkel) to reconvene to open session at 9:30 pm. Carried.*

Approve Actions Taken in Closed Session: *Motion: (B Merkel, Johnson) to approve action taken in closed session.*
Carried

Adjourn: *Motion: (Johnson, B. Merkel) to adjourn at 9:32 p.m.* Carried

Respectfully submitted,

Theresa Cain-Bieri, Treasurer