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**TOWN OF GIBRALTAR  
REGULAR MONTHLY MEETING  
WEDNESDAY, JANUARY 4, 2023  
GIBRALTAR TOWN CENTER  
4097 HIGHWAY 42, FISH CREEK WI 54212  
7:00 PM**

**Approved: February 1, 2023**

**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, Jayson Merkel, Brian Merkel, and Karl Stubenvoll.

Board member(s) absent: None

**Adopt agenda:** *Motion: (Johnson, B. Merkel) to approve the agenda as presented. Carried.*

**Approve minutes of previous meeting(s):** *Motion: (Johnson, Stubenvoll) to approve the minutes of the December 7, 2022 regular meeting, as amended. Carried*

*Motion: (Johnson, B. Merkel) to approve the minutes of the December 7, 2022 special meeting as written. Carried*

**Committee/Commission Reports**

**Parks & Lands:** No report

**Fire Department/EMR:** Chief Bertges reported call volume was 23 up from 18 in 2021.

Significant event was a rescue utilizing snowmobiles in Peninsula State Park. Projects include working on the new 5-09 engine, creating an at-risk population list, child abduction response team class, working with school to provide tabletop scenarios, finished courses for Certified Emergency Manager. Dec 8 State functional exercise after action review. Chambers Island tower is down.

**Law Enforcement:** Chief Roesch reported he attended mass casualty training, drone deployed for missing skier in the park with thermal imaging. Received \$5500 in grant funding from the State with \$1500 more. Participated in Shop with a cop.

**VFC:** Kantor Coulson reported mostly working on Winterfest. All non-profits will be participating as in the past. Melissa Ripp has been assisting with interim marketing support.

**Noble House:** No report

**Airport:** No report

**Watershed:** No report

**Plan Commission:** No report

**Harbor Commission:** Harris reported the commission will be meeting this month. Received estimates for some dock repairs.

**Door County Tourism Zone:** Thyssen reported the commission is working out details of the grant program. Informational meetings from Destination DC.

**Building Committee:** Stubenvoll met with Thyssen to review the Kinsey property.

**Coastal Byways:** Murre reported the committee did not meet.

**Clerk:** Murre reported there will be a primary for the Spring Election on February 21<sup>st</sup>.

**Treasurer:** Cain-Bieri reported busy processing business and STR licenses, audit prep and LRIP. All bills have been received for the Fish Passage and will work to close out the grant. TUF will be billed this month due in March.

**Administrator:** Thyssen reported ad hoc internet committee met, setting up meetings with providers. Met with community committee regarding Bluff Ln and Hill St.

**Chairman:** Sohns reported MaryAnn Blahnik, our long-time lighthouse caretaker, passed away and wish everyone a Happy New Year.

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**Public Comment: None**

**Consideration of VFC Temporary Picnic License for Winterfest:** *Motion: (B. Merkel, Stubenvoll) to approve the temporary license for Feb. 4th, 2023. Carried*

**Consideration of VFC Temporary Picnic License for Northern Sky Theater’s Short Film Festival:**  
This is a new event to be held at Northern Sky Theater. VFC and Island Orchard are sponsors of the event. Island Orchard would like to serve their cider. *Motion: (Johnson, Stubenvoll) to approve. Carried*

**Plan Commission Recommendation Regarding Communication Tower Proposals:** Edge Consulting and Engineers is proposing to design and construct (2) two communication towers for VB BTS II L.L.C. The towers will be approximately 195 feet tall located in the former CCC camp in Peninsula State Park and a second located off Peninsula Players Road west of 42. The engineering firm is required to have a public hearing. A public hearing was held on Dec 13<sup>th</sup> to discuss the towers. Discussion is not whether they can or cannot be installed, yet rather hear concerns of historical significance, Health, or public safety concerns. The Plan Commission recommends approval with considerations to reduce visibility, to not interfere with the CCC camp remains, or the future development and smart growth plan. *Motion: (Johnson, B. Merkel) to approve the Planning Commission’s recommendation. Carried.*

**Consideration of Core Agreement w/ Cedar Corp:** A core agreement is an outline of services provided by Cedar Corporation. It outlines the scope of work to be performed, the level of expectations from each party, responsibilities, and a refined compensation, billings and payment agreement. This agreement does include termination clauses. *Motion: (Johnson, B. Merkel) to approve. Carried*

**Consideration of Advisory Contract w/ Cedar Corp:** The advisory contract is \$4500 annually. *Motion: (Johnson, Merkel) to approve the advisory contract. Carried.*

**Consideration of Cedar Corp’s Bluff/Hill Street Plans:** The Board reviewed the amended plans with Cedar Corp. *Motion: (Johnson, Stubenvoll) to approve the addendum and to ask the engineering firm to begin the design process and to have a another workshop with the ad-hoc committee. Carried*

**Consideration of Ruckert-Mielke Proposal:** Town Treasurer Cain-Bieri has used R-M to adjust, confirm, discuss, and modify parcels if it has been deemed appropriate. R-M is willing to continue the service to the town under a contract for services. This will allow access to R-M for any questions referencing the utility, including the calculations and categorization of parcels. The service will also include advice and parcel review. Staff would like to continue having the expert services of R-M to assist with advice, and formula calculations until staff feels comfortable making adjustment on our own. The Utility, as part of the fee, has a base fee and usage fee. This particular contract is what the base fee is designed for. *Motion: (Johnson, B. Merkel) to approve the RM Proposal. Carried.*

**Cottage Row Completion Update – Discussion Only:** The Cottage Row project is complete, and the project can be closed out.

**Kinsey Property Update – Discussion Only:** Thyssen reported he and Stubenvoll inspected the house. All the appliances have been removed. Staff would like direction on how to proceed. To direct staff to investigate the cost of making it rentable. Will add continued discussion to the Bluff St. workshop.

**Consideration of 5-10 Year Road Improvement Plan:** Thyssen presented a 5-10 year road review plan. Would like to make Cedar Ct. a higher priority. This is just a snapshot in time. The plan can change as

1 needed. The intent of the plan is to create a guide for budgeting. *Motion: (Johnson, J. Merkel) to approve the 5-10*  
2 *year road improvement plan. Carried*

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4 **Consideration of Hangar B-2 Title Change to KBL Toys, LLC:** Kinney Transportation would like to  
5 update their lease to be titles to KBL Toys, LLC. *Motion: (Johnson, Stubenvoll) to approve. Carried*

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7 **Approve the Payment of Bills:** *Motion: (B. Merkel, Stubenvoll) to approve the payment of bills. Carried*

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9 **Adjourn to closed session according to Wisconsin State Statutes 19.85(1)(c)(e)**

10 *Motion: (B. Merkel, Johnson) to adjourn to closed session at 9:16 PM*

11 *Carried by roll call vote: Sobns, Johnson, B. Merkel, J. Merkel, and Stubenvoll.*

- 12 - *Deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other*  
13 *specified public business, whenever competitive or bargaining reasons require a closed session: potential land*  
14 *acquisition.*  
15 - *Considering employment, promotion, compensation, or performance evaluation data of any public employee*  
16 *over which the governmental body has jurisdiction or exercises responsibility: Employee Review*

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18 **Reconvene to open session pursuant to State Statute 19.85(2) to take any action(s) or adopt**  
19 **resolution on issues discussed in closed session:** *Motion: (B. Merkel, Johnson) to reconvene to open*  
20 *session at 10:08 PM. Carried*

21 **Approve action(s) taken in closed session:** *None*

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23 **Adjourn:** *Motion: (B. Merkel, Stubenvoll) to adjourn at 10:09 p.m. Carried*

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25 Respectfully submitted,

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27 Kelly Murre, Clerk