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**TOWN OF GIBRALTAR  
REGULAR MONTHLY MEETING  
WEDNESDAY, JUNE 5, 2024  
GIBRALTAR TOWN CENTER  
4097 HIGHWAY 42, FISH CREEK WI 54212  
7:00 PM**

**Approved: July 10, 2024**

**Call to order:** Chair Sohns called the regular meeting to order at 7:00 p.m.

**Pledge of Allegiance:**

**Roll call/quorum:**

Board members present: Chair Sohns, Supervisor Merkel, Supervisor Birmingham, Supervisor Selenica and Supervisor Chomeau. (Chomeau left at 9:00 p.m.)

Board member(s) absent: None

**Adopt agenda:** *Motion:( Birmingham, Chomeau) to approve the agenda as presented. Carried.*

**Approve minutes of previous meeting(s):** *Motion:(Birmingham, Chomeau) to approve May 1, 2024, minutes as written. Carried. Motion:(Selenica/Merkle) to approve May 10, 2024 special meeting minutes as written. Carried.*

**Committee Reports:**

**Parks and Lands:** Buske reported 4 deluxe benches were placed at Noble Square. She also reported on May 29, 2024 FOG event with Gibraltar 5<sup>th</sup> graders. They planted Black Cherry trees, removed garlic mustard and Dames Rocket and toured the Noble House.

**Fire Department/EMR:** Chief Bertges provided a written report. **Call Volume:** 33 calls in May, up from 29 in May 2023. **Significant Events:** 4 small incidents at the Half Marathon and 2 calls to Peninsula Park for bike accidents. Community Emergency Response Team is implemented and working on setting up training. 10 people signed up. **Projects:** New engine design for Pierce Pumper is finalized. Delivery in December 2024. Working with MERT to set up drill in September. **Events:** Looking forward to July 4<sup>th</sup> events. Will coordinate with dock for fireworks.

**Police Department:** Chief Roesch reported Police Department received \$2,000 in funding from Bureau of Justice Assistance for body cams. Speed trailer has been deployed. Stop sign enforcement continues to be priority. New grant funding available for which he will be applying. Attended Young Eagle Event.

**VFC:** Lancaster reported regular season hours started Thursday before Memorial Day. Now open daily from 10 a.m. to 4 p.m. Added additional signage at office to mitigate confusion as to office hours and location. First Fish Fri concert Friday before Memorial Day. Next date June 14, 2024. Concerts in the Park series start June 18 in Noble square.

**Noble House:** Buske reported very busy getting previously donated items incorporated into new "Reflections of Our Past" exhibit. Provided description of new exhibit.

**Airport:** Drajssek reported on status of purchased lot and clearing of trees. Clear trees in November 2024 and hangar construction to begin in April-May 2025. Reported on status of Master Plan. BOA hired engineering contractor. Could be a 2–3 year project. Do not anticipate any major changes other than rebuild of runway. Looking at different options to bring grass runway up to standards. Getting funding from federal government for projects under Airport Improvement Plan Act which could trigger an audit. Need to show compliance with all federal regulations including how hangars are used. Airport Commission has legal responsibility for compliance. Commission holds lessees responsible through leases. Drajssek also reported on June 1, 2024 EAA Young Eagles event. There were 13 pilots, 74 kids and 2 sponsorship students at event. All kids received a flight. Thanks to all involved, including Alexander's Restaurant, for providing lunch. Drajssek

1 also reported Scholarship Committee approved scholarship to student enrolled in Aircraft and  
2 Powerplant Mechanics program at Fox Valley Technical College this fall. Reported Youth  
3 Program Fund Drive fundraiser kicked off June 1. \$9,000 of \$20,000 goal raised that day. Question  
4 from Treasurer re continued budgeting for runway in Town budget and continued cost sharing.  
5 Drajssek also reported on grant application status for eBikes at airport. Looking into options for  
6 partnering with other municipalities.

7 **Watershed:** Merline reported first water testing in May. No raised levels of nitrates or phosphorus.  
8 Park has been flooded. Plank Bridge where they test is no longer safe. Next test the week of June  
9 10. Will do macroinvertebrate study. Reported on 3<sup>rd</sup> and 5<sup>th</sup> grades field trip which included tour  
10 of Noble House and pulling of garlic mustard and Dames Rocket. Sucker watch concluded.

11 **Plan Commission:** Merline reported Plan Commission had public meeting May 20, 2024 with a  
12 few business owners present. They need to talk about proposed outdoor display of merchandise  
13 ordinance. Design standards conversation continuing.

14 **Harbor Commission:** Harris reported they opened May 15. Open split shifts. Will go to 7 am to  
15 7 pm 7 days a week once it gets busier. Signs up about parking and fees. Working on QR payment  
16 code. Reported on walkthrough of Kinsey property with administrator. Dumpster was moved.  
17 Barging done, fire equipment out and road gravel out.

18 **Door County Tourism Zone/Room tax:** Weddig provided a written report on room tax revenue  
19 by municipality for 2019-2023. Reported the Commission met last month and reviewed 2023  
20 audits and went over income through March 2024. Annual Meeting June 20, 2024 with Zoom link  
21 on Door County Tourism website. As to grant program with Destination Door County and the  
22 Community Fund, Weddig reported still working under State Statutes and the whole idea of room  
23 tax is to put "heads in beds."

24 **Building Committee:** Did not meet. Nothing to report. Clerk will go along on inspection later in  
25 the season.

26 **Coastal Byways:** Thyssen reported coloring books completed and starting design for next  
27 marketing approach. Clerk to join council and provide future reports.

28 **Engineer's Report:** Dennis Steigenberger provided update on Bluff and Hill reconstruction  
29 project. Project very near full completion. Paving and striping completed before Memorial Day  
30 weekend. Working on restoration, topsoil, seeding and mulching. Steigenberger reported on the  
31 brick pavers at Thorp House and Noble House and ADA compliance. Steigenberger also reported  
32 the project is coming in at budget and is on schedule. Conduit in for streetlights and Bertram  
33 buried fiber lines before the roads were paved. Steigenberger also reported the sanitary district  
34 project Phase I 100% complete. Phase II which includes connection to Little Sweden has  
35 commenced. Question from Chomeau regarding new development phasing.

36 **Clerk report:** Nothing to report.

37 **Treasurer Report:** Cain-Bieri provided treasurer report. Sanitary District has sent out hookup  
38 charges for new hookups in Hidden Blossom and Settlement shops. Per TID agreement, those  
39 payments come back to TID.

40 **County Board Representative Report:** Chomeau reported on County Board meeting. Land  
41 Conservation Committee received grant from Great Lakes Restoration for Phragmites, wild  
42 parsnip, teasel, and Japanese knotweed control. Updated on status of replacing address signs  
43 throughout the County. Bids have been put out. Chomeau also reported on updates at Sturgeon  
44 Bay Library, museum archival storage in former Yonkers building and status of new site for  
45 emergency communication tower in Fish Creek.

46 **Administrator:** Thyssen reported ditch trimming started this week. Working on Phase II of TID.  
47 Working on building inspection. Working on trails initiative with Egg Harbor and Sister Bay.  
48 Applying for another TAP grant to help with design. Working with new program for issuing

1 occupancy permits. Acknowledge Chief Berges and Chief Roesch on their 6 year and 5 year  
2 anniversaries respectively.

3 **Chairman:** Sohns reported he went to Washington DC and met with some of our assembly people  
4 and Tammy Baldwin and Ron Johnson's aide. Discussed issues towns are facing countrywide.

5 **Public Comment:** Birmingham reported he attended Wisconsin Town's Association Meeting and  
6 commented many town boards represented there are frustrated with STRs. Sohns stated he will  
7 continue to try to make this a legislative initiative this fall. Sara Lancaster requested consideration  
8 of reduction of speed limit on South Highland Road be placed on agenda.

9 **Oath of Office for Town Clerk:** Laura Reetz sworn in by Chairman Sohns.

10 **Special Event Request GHA Quilt Show June 28 & 29 Noble House.** Buske reported hoping  
11 to bring back quilt show to support new exhibit. Just asking for signage. *Motion:*  
12 *(Selenica/Chomeau) to approve the GHA Special Event Request to take place at the Noble House.*  
13 *Carried.*

14 **Approve 2024-25 Liquor Licenses and fees:** Cain-Bieri requested fee structure be amended to  
15 be consistent with State statues. Cain-Bieri also advised of law changes to licensing for distributors  
16 and Class C retailer licenses as well as changes to Wild Tomato application. *Motion:*  
17 *(Birmingham/Chomeau) to approve the 2024-25 Liquor Licenses Renewals and fees. Carried.*

18 **Approve 2024-25 Operator's Licenses:** *Motion: (Birmingham/Chomeau) to approve the 2024-*  
19 *25 Operator's Licenses. Carried.*

20 **Approve 2024-25 Cigarette Licenses:** *Motion: (Merkle/Birmingham) to approve the 2024-25*  
21 *Cigarette Licenses. Carried*

22 **Broadband Committee Appointments at Large.** *Motion: (Birmingham/Chomeau) to appoint*  
23 *Amy Wilde and Karl Stubenvoll as At Large Members. Carried.* Birmingham suggested we need a  
24 Board member on Committee. *Motion (Sohns/Chomeau) to add Birmingham to Broadband*  
25 *Committee. Carried.*

26 **Consideration of Ordinance 2024-04 Waterfowl Feeding Ordinance:** As part of the goose  
27 population mitigation, USDA recommended an ordinance prohibiting the feeding of waterfowl to  
28 discourage the attracting of waterfowl. Question from Chomeau on need for ordinance. Thyssen  
29 stated without ordinance it is impossible to enforce prohibition of feeding. *Motion:*  
30 *(Merkle/Birmingham) to approve Ordinance 2024-04 Regarding Waterfowl Feeding. Sohns aye,*  
31 *Merke aye, Birmingham aye, Selenica aye, Chomeau nay. Carried.*

32 **Consideration to Amend 2024 Fee Schedule:** Thyssen reported Class A Beer and Class B Beer  
33 license fees adjusted to comply with statutory requirements, removed Class B Winery licenses fee  
34 as these licenses are now issued by State. Add \$50 forfeiture for Waterfowl Feeding ordinance.  
35 Supervisor discussions regarding fee schedule for retailer's licenses. *Motion: (Selenica/Merkle) to*  
36 *amend 2024 fee schedule. Carried.*

37 **Consideration of Purchasing a Road Rake for Chambers Island Tractor:** Harris reported on  
38 need for road rake for road grading use. Cost to purchase rake \$949.99. Funds from equipment  
39 funds. Rake would remain on Island. *Motion (Merkle/Chomeau) to approve purchase of road*  
40 *rake for Chambers Island. Carried.*

41 **Consideration of Amending Office Hours:** Thyssen reported town business on Fridays would  
42 not change nor would the requirement to complete 40 hours of work each week. Modifying the  
43 hours would allow town staff to have flexibility when maxing out on hours for the week. This will  
44 allow better control of the comp hours accumulated by staff. Many communities have no public  
45 hours on Fridays or end at 12:00 p.m. *Motion:(Chomeau/Selenica) to approve change of Friday*  
46 *office hours from 10:00 a.m. to 3:00 p.m. to 8:00 a.m. to 12:00 p.m. Carried*

47 **Mid-Town Waterfront Property Discussion and Set Workshop Date:** The Board discussed  
48 scheduling a joint workshop with Harbor Commission, Parks and Lands Committee and Plan

1 Commission. Input from Supervisions and Committee Chairs. Various dates were discussed.  
2 Cain-Bieri will send a Doodle poll for a meeting date.

3 **Approval of TAP Grant Alternative Funds Application and Funding:** Thyssen reported on  
4 availability of additional grant funds available for the connectivity trail design. Friends of Park  
5 will pay for one-half of grant application. *Motion (Birmingham/Merkle) to approve application*  
6 *and funding in the amount of \$5,000 for TAP Grant. Carried.*

7 **July Board Meeting Date:** Discussions regarding moving July 3, 2024 meeting to Wednesday,  
8 July 10, 2024 at 7:00 p.m. due to July 3, 2024 fireworks. *(Merkle/Selenica) to change meeting*  
9 *date to July 10<sup>th</sup>. Carried.*

10 **Payment of Accounts:** *Motion (Birmingham/Selenica) to approve payment of bills. Carried.*

11 **Adjourn to closed session according to Wisconsin State Statutes 19.85(1)(e):**

12  
13 *Deliberating or negotiating the purchasing of public properties, the investing of public*  
14 *funds, or conducting other specified public business, whenever competition or bargaining*  
15 *reasons require a closed session: Consideration in negotiating the purchasing or financing*  
16 *of public property.*

17  
18 *Motion to adjourn to closed session at 9:11 p.m. via roll call vote. (Birmingham, Sohns, Selenica,*  
19 *Merkle. Chomeau not present.) Carried.*

20 **Reconvene to open session pursuant to State Statute 19.85(2) to take any action(s) or adopt**  
21 **resolution on issues discussed in closed session:** *Motion: (Selenica/ Merkle) to reconvene open*  
22 *session at 9:51 p.m. Chomeau not present. Carried.*

23 **Approve action taken in closed session.** *None.*

24 **Adjourn:** *Motion (Merkle/Selenica) to adjourn at 9:51 p.m. Carried*

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26  
27 Respectfully submitted,

28 Laura Reetz, Clerk