

**TOWN OF GIBRALTAR
BUILDING COMMITTEE
GIBRALTAR TOWN CENTER
4097 MAIN STREET, FISH CREEK WI 54212
MONDAY, AUGUST 5, 2024
6:00 p.m.**

Approved: September 16, 2024

Call to order: The Town of Gibraltar Building Committee meeting was called to order at 6:00 p.m. by Karl Stubenvoll, chairman.

Roll Call/Quorum: A quorum of the Committee was present.

Members present: Karl Stubenvoll, Steve Sohns, Laurie Buske, Jayson Merkel, John Lancaster.
Absent: None. **Also Present:** Travis Thyssen

Proper Notice/Adopt Agenda: Stubenvoll verified the agenda had been properly noticed.
Motion (Merkel/Buske) to adopt the agenda as posted. Carried.

Approve Minutes of Previous Meetings: *Motion (Buske/Merkel) to approve minutes of November 27, 2023 meeting. Carried.*

Public Comment: None

Chair Report: Stubenvoll provided an update on the delay of the walkthrough due to transition of new clerk.

Schedule Walk Throughs: Committee member discussions regarding building walkthrough dates, times and locations:

August 12 @ 7:00 a.m.-- Airport, old town shop and dump area. (Clerk excused due to 8-13-24 election)

August 19 @ 7:00 a.m.-- Fire station, cold storage and maintenance shop

August 26 @ 7:00 -- Old town hall and dock

September 9 @ 7:00--Noble House and Annex

Maintenance Issues: Estimates for replacing roof on Kinsey House were reviewed. Discussions regarding carpeting and maintenance at Annex. Buske advised committee of HVAC issues at Noble House and Annex. Discussions re inspections of HVAC. Thyssen advised of complaints of sewer smell at old town hall. Discussion regarding possible causes and remedies. Thyssen advised of scheduled maintenance at town center.

Review of maintenance items from 2023: Thyssen reported last year's maintenance list is 75% complete.

Walk through Town Center and Fish Creek Beach restrooms and observation dock: Committee and staff conducted walkthrough of Town Center and Fish Creek Beach restrooms

and observation dock. Notes were taken and maintenance list will be completed upon conclusion of all building walkthroughs.

Set Next Meeting Date: Discussions regarding next meeting date. Clerk to check availability of room on September 16, 2024 at 6:00 p.m.

Adjourn: *Motion (Sohns/Lancaster) to adjourn at 6:28 p.m. Carried.*

Respectfully Submitted,
Laura Reetz, Clerk