

**TOWN OF GIBRALTAR
PARKS AND LANDS COMMITTEE
GIBRALTAR TOWN CENTER
TUESDAY, AUGUST 20, 2024
MINUTES**

Call to Order: Chair Buske called the meeting to order at 8:02 a.m.

Members Present: Buske stated that a quorum of the committee was present. Laurie Buske, John Lancaster, Andrea Kinsey-Jauquet, Patty Dixon and Jayson Merkel.

Also Present: Administrator Travis Thyssen.

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

Approve Minutes of Previous Meeting(s): *Motion: (Merkel/Lancaster) to approve July 16, 2024 minutes as written. Carried.* Buske noted that our 5-year and CORP goal sheets are attached to the minutes.

Public Comment: None.

Reports:

Invasive Species: Buske brought invasive species flyers and rack cards for public use.

Gardens: Buske reported left garden at Sunset Park is all cleaned up and waiting to be replanted once we get out of the dry spell.

Chair: Buske reported meeting with the two volunteers at Fish Creek Condos on August 19. The windmill property looks very nice. They voiced two concerns: the vines are overtaking the windmill, and two Norway maples could block the view. Buske will look into the property's restrictions to ensure everyone works together to find a good solution. Merkel commented that the Norway Maple is an invasive species and was not there historically.

Buske also reported she met with Administrator Thyssen and Kurt and went over walkthrough notes. Buske also reported funds available in the budget, and the committee may want to look at making some advance purchases for the new properties, such as picnic tables, bike racks, and trash receptacles.

Lawns: Buske reported about Fish Creek Beach and the lawn doctor's treatment there. She was advised that the second late spring application was not done because it was too close to the 4th of July. They have been asked to do the second application. Additionally, watering time has increased, and the lawn is responding. An estimate from the Lawn Doctor was shared with the committee. A quote to aerate/overseed at the Juddville cemetery was discussed. Skunk damage and grub control were also discussed. The second estimate was for weed control at Blossomberg. Committee members discussed treatment options and costs. *Motion (Merkel/Kinsey-Jauquet) to proceed with turf expert's recommendations to correct problems at Juddville and Blossomberg cemeteries. Carried.*

Sunset Park Stairs: The Administrator reported that he is meeting with Nick Meisner to review a quote for Sunset Park. Committee members discussed adding an ADA-accessible alternative path. Buske reported that she got a quote from Generations in 2021, and Kinsey-Jauquet had gotten a quote from Sunny Point in 2019. The commissioners discussed various options for maintaining the path's historical aspect.

Signs: Buske shared a picture of the deteriorating business signs at Noble Square. She contacted Bob Speilman regarding replacement signs. Per the Town sign ordinance, the Town can remove signs that are old or in need of repair, and it is the business owner's responsibility to pay for replacement costs if they want the sign replaced. Buske also advised that Speilman has a solution for the insert part of the sign at the Old Town Hall. Gary Witalison will look at all the signs to see if any need touch-ups. Kinsey-Jauquet reported the sign at the Old Town Hall is beginning to crack. We need to follow up with the vendor. *Motion (Buske/Kinsey-Jauquet) to direct staff*

to move ahead with replacing wayfinding signs for the price quoted by Speilman, starting at Noble Square, moving on to Sailor Sam's Corner and then

Concerns over non-boat trailer use of parking lot as long-term storage area was discussed. The Town administrator advised the area has been designated as the Chambers Island staging area so they don't keep it parked at the waterfront property and suggested a discussion be had with the Chambers' residents so usage guidelines as to the staging area can be established. There was also discussion regarding the long-term use of boat trailer parking and use by non-residents.

Chair Sohns commented that numerous times the trailhead in the southwest corner has been blocked because there are not any signs marking it as a trail. Additionally, the gravel trail along the west side of the property is often blocked. He will drop off extra signs and posts. Administrator will have maintenance mark the trail and trailheads.

Fish Creek Park: Buske reported three dead trees by the parking lot across from Detention Pond. There is a rotten board on the boardwalk and an area off the trail on the gazebo side with trees close to blocking water flow. Several committee members and Linda Merline walked the trails at Write On Door County to get a feel for trails in other areas. The trails at Write On are closer to 6 feet wide. There was an ongoing discussion of trail widths in Fish Creek Park, the need for a main trail running through the park to accommodate emergency situations, and sewer maintenance while preserving the natural integrity of Butterfly Loop. Kinsey-Jauquet suggested hiring a landscaping architect to design the trails and paths. The Administrator requested confirmation that the Committee wants the Town to write a Community Foundation Grant to connect the backside of Butterfly Loop to a section of trail created with TID and sewer so emergency vehicles and sewer maintenance trucks can get back there. Comments and feedback from Chair Sohns. Committee discussions will be ongoing.

Trees: Buske reported she contacted Dave's Tree Service to verify treatment and concerns. The Royal Maple at Clark Park and Old Town Hall are failing; hang onto them as long as possible. The ash tree at Clark Park is dying. Although the trimming was a poor job, the locust tree that was severely topped will come back. River Frost birch at Noble Square has some dead on top and will be trimmed by Dave's. The two birches need birch borer treatments. There is money in the budget to treat trees and purchase replacement trees. Committee members discussed adding trees at the beach; however, there are limited areas to accommodate. Merkel suggested the ash tree in Clark Park be replaced with a tree suited for that area and treat the trees that can be treated. *Motion (Kinsey-Jauquet/Merkel) to utilize the \$2,000 in the budget to plant one tree at Noble Square and one tree at Clark Park. Carried.*

Waterfront Property: Committee members discussed the need to replace the fence between the Korte property and the park. It needs to be low maintenance, something aluminum or composite. The Administrator advised that the spacing on the first 50 feet has spacing requirements. The town will look into quotes for budgeting.

5-year goals: Buske handed out the list of 5-year goals. The Administrator reported that the Town Board approved the funds for the 2025 CORP plan, that the contract had been signed, and that they would start this fall. Members updated the list of 5-year goals. See attachment.

Lighthouse report and walkthrough notes: The total number of visitors through August 3, 2024, is 579 guests. There were 48 visitors on August 3, the most extensive daily tour, not counting Door County Maritime Museum tour weekend. Walkthrough notes were, the lighthouse keepers are doing a fabulous job with the property inside and out. The biggest concern is the need for a quote to paint the outside trim and soffits. The next area that needs work is sandblasting and painting stairwells. Garlic mustard and vetch were identified. The boathouse will require work.

Budget Review: Buske provided committee members with the current budget. Next month, the budget will be reviewed line by line.

Administrator Update, Maintenance Concerns: The administrator advised that we are waiting for the federal government to finalize the last of the paperwork for the closing on the Redmann property.

Schedule Next Meeting: September 17, 2024 at 8:00 a.m.

Adjourn: *Motion: (Kinsey-Jauquet/Dixon) to adjourn at 9:45 a.m. Carried.*

Respectfully Submitted,
Laura Reetz, Clerk