



DRAFT

Inaugural Village Board Meeting

The inaugural meeting of the Village of Lisbon Board of Trustees was held on Monday, February 13, 2023, in the Lisbon Village Hall Board Room, W234N8676 Woodside Road, Lisbon, WI.

Lisbon Town Board Chairman Joseph Osterman called the meeting to order at 6:35 p.m.

Roll Call: Present: Chairman Joseph Osterman; Supervisors Paula Quinn, Marc Moonen, and Linda Beal. Also present were Administrator Kathy Nickolaus, DPW Director Joe DeStefano, and Clerk Elisa Cappozzo Katch to record the minutes. Supervisor Rebecca Plotecher was absent and excused.

Appointment and Swearing-In of Village Officials

A. Appointment of Village Board members

Motion by Osterman, second by Moonen, to appoint the existing Town Board Supervisors Paula Quinn, Marc Moonen, Linda Beal, and Rebecca Plotecher as the new Village Board Trustees. Motion carried unanimously.

Motion by Moonen, second by Beal, to appoint existing Town Board Chairman Joseph Osterman as the new Village Board President. Motion carried unanimously.

B. Swearing-In of Village President

Administrator Kathy Nickolaus administered the Oath of Office to Village President Joseph Osterman.

C. Swearing-In of Village Trustees

Administrator Kathy Nickolaus administered the Oath of Office to Village Trustees Paula Quinn, Marc Moonen, and Linda Beal.

D. Appointment and reaffirmation of Village Officers

Motion by Moonen, second by Quinn, to appoint and reaffirm Kathy Nickolaus as Village Administrator, Elisa Cappozzo Katch as Village Clerk, Natasha Girard as Village Treasurer, and Les Ahrens as Village Assessor. Motion carried unanimously.

Citizen Comment: None.

Consent Agenda

- A. Approval of 1/23/2023 Town Board minutes
- B. Adoption of Resolution 2023-01 related to salaries of Village Board members
- C. **Approval of carryover of Town officers' benefits to newly appointed Village officers**
- D. Reaffirm Town contract with Grota Appraisals will transfer to Village for term ending 12/31/2024

Motion by Beal, second by Moonen, to approve the Consent Agenda as presented. Motion carried.

Accounts Payable

A. Authorize payment of the Falls Auto Parts bill in the amount of \$419.52

Motion by Quinn, second by Beal, to approve payment of the Falls Auto Parts bill as presented. Motion carried 4:0 with President Osterman abstaining.



B. Authorize payment of remaining bills in the amount of \$132,250.73

Motion by Beal, second by Quinn, to approve payment of remaining bills as presented. Motion carried unanimously.

Announcements/Correspondence

- Parks Committee – Wednesday 3/8/2023 at 5:00p.m., Village Hall
- Village Board – Wednesday 3/8/2023 at 6:30 p.m. Village Hall
- Public Works & Utility Committee – Wednesday 3/22/2023 at 5:00p.m., Richard Jung Fire Station
- Plan Commission – Wednesday 3/22/2023 at 6:30p.m., Richard Jung Fire Station

Administrator Report

Administrator Nickolaus gave a brief update on current Village projects and departments, including: attending recent WI Towns Assoc. meeting re: how to move from using levy to implementing fire fees; **finalizing Ordinances that will be considered later in tonight's agenda; staff has started change-over** from town to village on website, permit forms, etc; worked on grant-writing for invasive species, unable to complete due to late timing; DPW fixed seasonal window insulation in office for warmth; held 3 exit interviews with FT fire staff.

New Business

A. Adoption of Charter Ordinance 2023-01

Motion by Osterman, second by Beal, to approve Charter Ordinance 2023-01 with corrections to format numbering as noted. Motion carried unanimously.

B. Adoption of Ordinance 2023-02 setting number of Trustees

Motion by Moonen, second by Quinn, to approve Ordinance 2023-02 Setting the Number of Village Trustees as presented. Motion carried unanimously.

To accommodate persons present in the audience waiting for their items to be discussed, President Osterman requested that Items E-J be considered before Items C and D. No objections.

E. Request for extension to non-compliance order for N51W26871 Carlene Drive

Motion by Moonen, second by Beal, to grant an extension until 6/15/2023 for compliance with ordinances as required by Non-Compliance letter dated 1/4/2023 to Pete Ericksen for the property located at N51W2671 Carlene Drive. Motion carried unanimously.

F. Bid Award for 2023 Pavement Resurfacing

Motion by Moonen, second by Quinn, to award contract for 2023 Pavement Resurfacing Program to Wolf Paving Co. Inc in the amount of \$593,271.00. Motion carried unanimously.

G. Bid Award for DPW/FD external masonry repairs

Motion by Beal, second by Moonen, to award contract for DPW/FD building masonry work to Holton Brothers, Inc. in the amount of \$37,345.00. Motion carried unanimously.

H. Bid Award for building of Salt Storage Shed

Motion by Moonen, second by Beal, to award contract for construction of the new salt storage shed to Mike Koenig Construction, Inc in the amount of \$331,000.00. Motion carried unanimously.



- I. Bid Award for Lake Five Bike Path paving
Discussion regarding the cost for Lisbon's share of the project, well in excess of anticipated cost and the budgeted amount. Motion by Osterman, second by Moonen, to decline all bids received for paving the Lake Five Bike Path. Motion carried unanimously.

- J. Acceptance of CDBG grant for Lake Five Bike Path paving
Discussion regarding declined bids for Lisbon's share of the project, and the inability to extend grant into next budget year, which requires the village to decline any grant awards. Motion by Osterman, second by Quinn, to decline the CDBG grant award in the amount of \$75,000.00 and return any funds that may have been received for same. Motion carried unanimously.

- C. Adoption of Ordinance 2023-03 to repeal/recreate Ch. 2.09 re: Committee makeup
Motion by Moonen, second by Beal, to approve Ordinance 2023-03 repealing and recreating Sec. 2.09 Lisbon Code related to Committee makeup, noting change from Police & Fire Commission to Fire Commission, and noting Parks Committee will have 7 members and 2 alternates. Motion carried unanimously.

- D. Appointment of Committee members
Motion by Osterman, second by Beal, to approve appointments to Village of Lisbon committees, boards, and commissions as itemized on attached listing. Motion carried unanimously.

Adjournment

Motion by Moonen, second by Quinn, to adjourn the meeting at 8:40p.m. Motion carried.

Respectfully Submitted,

Elisa Cappozzo Katch, WCMC
Lisbon Village Clerk

2023 Appointments to Boards, Committees, and Commissions

Plan Commission

Chair	1	Joseph Osterman	Officials Term
Vice Chair	2	Becky Plotecher	Officials Term
Member	3	Bryan Oelhafen	5/15/2026
Member	4	Joe Eberle	5/15/2026
Member	5	Jeff Musche	5/15/2025
Member	6	Sherry Howard	5/15/2024
Member	7	Sean McCormack	5/15/2024

Public Works & Utility Committee

Chair	1	Marc Moonen	Officials Term
Vice Chair	2	Linda Beal	Officials Term
Member	3	Jane Mueller	5/15/2026
Member	4	Joe Eberle	5/15/2025
member	5	Dan Plese	5/15/2024

Parks Committee

Chair	1	Paula Quinn	Officials Term
member	2	Marlene Kumitsch	5/15/2026
member	3	Donnette Mayrack	5/15/2026
member	4	Ed Nelson	5/15/2025
member	5	Kelly Denissen	5/15/2025
member	6	Tracy Van Alstyne	5/15/2024
member	7	Brad Tremel	5/15/2024
Alt		Paul Normington	5/15/2024
Alt		Colleen Wandsnider	5/15/2024

Fire Commission

President	1	Darren Becker	5/15/2024
Vice Pres	2	Joseph Hoffman	5/15/2027
Sec	3	Ed Brocker	5/15/2025
Member	4	Bruce Wirth	5/15/2026
Member	5	Tim Ziegler	5/15/2027

Board of Review

	1	Linda Beal	Officials Term
	2	Becky Plotecher	Officials Term
	3	Matt Gehrke	5/15/2026
	Alt1	Joseph Mentzer	5/15/2025
	Alt2	Jim Krause	5/15/2024

Board of Zoning Appeals

Chair	1	Becky Plotecher	Officials Term
Vice Chair	2	John Gehrke	5/15/2024
	3	Prosper Pfannerstill III	5/15/2025
	Alt1	Charles Koch	5/15/2025
	Alt2	Dennis Plotecher	2/15/2026

Merton Joint Planning Committee

Pres		Joseph Osterman	Official Term
PC member		Jeff Musche	5/15/2026
Admin		Kathy Nickolaus	Indefinite