



**TOWN OF LISBON
TOWN BOARD MINUTES
FEBRUARY 28, 2022**

**DRAFT
Regular Meeting**

The regular meeting of the Town of Lisbon Town Board of Supervisors was held on Monday, February 28, 2022, in the Lisbon Town Hall Board Room, W234N8676 Woodside Road, Lisbon, WI.

Chairman Osterman called the regular Town Board meeting to order at 6:31 p.m.

Roll Call: Present: Chairman Osterman; Supervisors Brahm, Moonen, Beal, and Plotecher. Also present were Administrator Kathy Nickolaus, DPW Director Joe DeStefano, Engineer Don Neitzel (via Zoom), and Clerk Elisa Cappozzo to record the minutes.

Citizen Comment: None.

Consent Agenda:

- A. February 14, 2022 Town Board minutes
 - B. Acceptance of \$75,000 CDBG grant for paving of Lake Five Bike Path
- Motion by Moonen, second by Brahm, to approve the Consent Agenda as presented. Motion carried.*

Accounts Payable

- A. Authorize payment of the Falls Auto Parts bills in the amount of \$1,324.61
Motion by Moonen, second by Brahm, to approve payment of the Falls Auto Parts bill as presented. Motion carried 4:0 with Chairman Osterman abstaining.
- B. Authorize payment of remainder of the bills in the amount of \$277,724.27
Motion by Beal, second by Plotecher, to approve payment of remainder of bills as presented. Motion carried unanimously.

Announcements/Correspondence

- Jt. Public Hearings & Plan Commission – Thursday, March 3 at 6:30p.m., Richard Jung Fire Station
- Town Board Meeting – Monday, March 14 at 6:30 p.m. Town Hall
- Sanitary Sewer District #1 Commission – Wednesday, March 16 at 6:30p.m., Town Hall
- Parks Committee – Monday, March 21 at 6:30p.m., Richard Jung Fire Station

Clerk Cappozzo also noted that there would be a Department of Administration Public Hearing regarding the Cooperative Boundary Agreement under §66.0307 with the Village of Sussex on March 17, 2022, from 4:00-6:00p.m. at the Richard Jung Memorial Fire Station.

Administrator Report

Administrator Nickolaus gave a brief update on current Town projects and departments, and reviewed her reports dated 2/14/22 and 2/28/22.

Supervisor Reports

Supervisor Beal and Engineer Neitzel reported that the Sanitary District Commission had a report of Pump 2 at Richmond School breaking down with an intermittent alarm, and Kunkel Engineering is working on it.

New Business

Administrator Nickolaus asked to consider Item E first so that Engineer Neitzel didn't have to wait. No objections were raised.

- E. Request to authorize bid request for watermain extension from Business Park East to High School
Motion by Beal, second by Brahm, to authorize request of bids for the watermain extension from Lisbon Business Park East to the Hamilton High School. Motion carried unanimously.

- A. Request for approval of snow blower purchase for Parks Department
Motion by Moonen, second by Brahm, to approve purchase of snowblower from LF George for \$9,405.00. Motion carried unanimously.

- B. Discussion only regarding options for future DPW salt storage shed
Various options, layouts, costs, and locations were discussed. The Board directed DPW Director DeStefano to gather various quotes for timber and bring back for consideration at a future meeting. No formal action was taken.

- C. Request for approval of dump trailer purchase for Parks Department
Motion by Beal, second by Osterman, to approve purchase of a PJ Trailer dump trailer from I90 Enterprises for a cost not to exceed \$16,000.00. Motion carried unanimously.

- D. Review and approval of Ehlers' Client Disclosure
Motion by Osterman, second by Beal, to approve contract with Ehler's for Phase I Feasibility Analysis at a cost not to exceed \$6,000.00. Motion carried unanimously.

- F. Request for approval of change to credit card policy and provider
Motion by Beal, second by Plotecher, to approve changing Merchant Service vendor for credit card processing to AllPaid, effective immediately. Motion carried unanimously.

- G. Incorporation Update and Review of Incorporation FAQ document
Administrator Nickolaus gave an update on current status of Incorporation effort. Board members suggested questions that could be added to FAQ document, and indicated their support for direct mailings to residents. No formal action was taken.

Closed Session (7:53p.m.)

Chairman Osterman read the notice of Closed Session pursuant to Wis. Stat. §19.85(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically regarding Briohn Builders' offer to purchase.

Motion by Plotecher, second by Moonen, to adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically regarding Briohn Builders' offer to purchase. A roll call vote was taken, and the motion carried unanimously.

Open Session (8:17p.m.)

Motion by Moonen, second by Brahm, to adjourn into Open Session pursuant to Wis. Stats. §19.85(2) for possible action on the Closed Session discussion, and to adjourn the meeting. Motion carried unanimously.

Motion by Beal, second by Plotecher, to approve the Offer to Purchase by TDC Lisbon LLC with amendments as discussed during Closed Session. Motion carried unanimously.

Adjournment

Motion by Beal, second by Moonen, to adjourn the meeting at 8:18p.m. Motion carried.

Respectfully Submitted,

Elisa M. Cappozzo, WCMC
Municipal Clerk