



DRAFT
Regular Meeting

The regular meeting of the Village of Lisbon Board of Trustees was held on Wednesday, March 8, 2023, in the Lisbon Village Hall Board Room, W234N8676 Woodside Road, Lisbon, WI.

Trustee Moonen called the regular Village Board meeting to order at 6:36 p.m.

Roll Call: Present: Trustees 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. President Joseph Osterman and Trustee Rebecca Plotecher were absent and excused.

Citizen Comment: None.

Minutes – 2/13/2023 Village Board

Motion by Beal, second by Quinn, to approve the minutes of the February 13, 2023 inaugural Village Board meeting as presented. Motion carried.

Accounts Payable

- A. Authorize payment of the Falls Auto Parts bill in the amount of \$952.14
Motion by Beal, second by Quinn, to approve payment of the Falls Auto Parts bill as presented. Motion carried unanimously.

- B. Authorize payment of remaining bills in the amount of \$346,502.54
Motion by Quinn, second by Beal, to approve payment of remaining bills as presented. Motion carried unanimously.

- C. Authorize payment of Utility District bills in the amount of \$23,623.77
Motion by Beal, second by Moonen, to approve payment of Utility District bills as presented. Motion carried unanimously.

Announcements/Correspondence

- Public Works Committee – Wednesday 3/22/2023 at 5:00p.m., Richard Jung Fire Station
- Jt. Pub. Hearings & Plan Commission – Wednesday 3/22/2023 at 6:30p.m., Richard Jung Fire Station
- Parks Committee – Wednesday 4/12/2023 at 5:00p.m., Village Hall
- Village Board – Wednesday 4/12/2023 at 6:30 p.m., Village Hall

Administrator Nickolaus added that a Fire Commission meeting has been tentatively scheduled for March 21st at Village Hall.

Administrator Report

Administrator Nickolaus gave a brief update on current Village projects and departments (see attached).

Trustee Reports: None.



New Business

A. Discussion and necessary action regarding 2023 Compost Site grinding contract

DPW Director Joe DeStefano explained that he received a revised bid from EnerCon for \$10,500, and he was amending his recommendation to reflect the new low-bid amount. Motion by Moonen, second by Beal, to award the 2023 Compost Site grinding contract to EnerCon in an amount not to exceed \$10,500.00. Motion carried unanimously.

Adjournment

Motion by Beal, second by Quinn, to adjourn the meeting at 7:07p.m. Motion carried.

Respectfully Submitted,

Elisa Cappozzo Katch, WCMC
Lisbon Village Clerk



ADMINISTRATOR REPORT

PREPARED BY: Kathy Nickolaus, Administrator

REPORT DATE: Monday March 8, 2023

- Set up committee organization and first meetings.
- All wells have been abandoned at Business Park East and have been reported to the DNR.
- Due to the increase in spending using the credit card, last quarter we received \$5000 in cash back. We are now paying waste management on credit card. This required me to increase the credit card amount to \$180,000 a month.
- We received a call from Village of Merton to share in the crack filling of Ainsworth drive between the Town and Village of Merton. This will fit in our regular crack filling budget item.
- Reminder that the Easter event is on April 1st. It would be nice to have someone man the Village table. I will be on vacation that week and unable to attend and both Elisa and Jasmine will be open for in office Absentees Saturday April 1st.
- The Flock cameras are not installed at this point. I will update you once installed.
- I have requested Judge Kay to come and speak with the Board at the next meeting.
- Joe O, Joe D and I met at the Village of Merton to look at their office furniture as they have purchased all new furniture and cubes for the building. We are taking what they have and will be adding two cubes to the office for Jasmine and Lisa. We will also gain some rolling chairs for the plan commission table at the fire station and a desk for Mike in parks and some filing cabinets for the office.
- We will be receiving an upgrade in our alarm system for the Village Hall for the cost of \$1059. We are currently not communicating as the current system is in 3G.
- At both fire stations our pumps to fill the tankers have broken. We had them inspected this week for a quote to repair. I will keep you updated.
- Restoration at the Fires station is almost complete. The completed costs are in this check run and we received the insurance check to pay for all but our deductible.
- I attended the WCMA conference last week.
- There is a Fire Commission meeting set for March 21st.
- The Plan Commission has Vermeer and Attitude dance approvals on the next agenda.
- Staff continues to work on updating items from Town to Village.
- Seasonal weight limits will start on Friday March 17th for about 3 weeks.
- We continue to have drainage issues at the property on Plainview. I have the engineer looking into can be done.
- Jasmine created new forms for donation park trees and benches, a volunteer release form which has been approved by the Attorney, a vendor form for community festival.
- A summons and complaint for a lawsuit between Lane Sharply and Lisbon. The Plan Commission turned down their inground pool (already built without a Lisbon permit) without a fence needing to be installed. Mr. Sharply considers it a pond and feels he does not need a fence. It has been turned over to the insurance company.