



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

**DRAFT  
Regular Meeting**

The regular meeting of the Town of Lisbon Town Board of Supervisors was held on Monday, March 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 6:32 p.m.

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

**Citizen Comment**

John Then, W226N8947 Jolyn Drive, stated his concern with neighbor Basse cutting down trees.

**Consent Agenda**

- A. March 14, 2022 Town Board minutes (with correction of a typo)
- B. 2022 Port-o-Let contract

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

**Accounts Payable**

- A. Authorize payment of the Falls Auto Parts bill in the amount of \$31.83  
*Motion by Moonen, second by Beal, to approve payment of the Falls Auto Parts bill as presented. Motion carried 4:0 with Chairman Osterman abstaining.*
- B. Authorize payment of remaining bills in the amount of \$126,862.46  
*Motion by Moonen, second by Beal, to approve payment of remaining bills as presented. Motion carried unanimously.*

**Announcements/Correspondence**

- Spring Election – Tuesday, April 5, 7:00a.m. – 8:00p.m., Town Hall, Fire Station, Redeemer Church
- Plan Commission – Thursday, April 7 at 6:30p.m., Richard Jung Fire Station
- Easter Egg-stravaganza – Saturday, April 9, 12:30p.m. – 2:00p.m., Community Park
- Town Board – Monday, April 11 at 6:30p.m., Town Hall

**Administrator Report**

Administrator Nickolaus gave a brief update on current Town projects and departments.

**Incorporation Update**

Administrator Nickolaus reported that over 400 signatures were obtained by citizens on their petition, and the petition was subsequently filed with Waukesha County Circuit Court. A hearing has been set for April 29<sup>th</sup>.

**Lisbon Economic Conditions Update**

Administrator Nickolaus stated that a recent effect of the current economic climate was the rapidly rising cost of paper products. Department Heads are reviewing their stock of supplies and are planning to bulk order printer paper and envelopes before prices rise further.

## Supervisor Reports

Supervisor Brahm reported that he met with the Fire Department and attended the monthly Parks Committee meeting. He is currently working on an update to Lisbon's Emergency Preparedness Plan and hopes to have it ready for review by the Town Board in mid-summer.

## New Business

- A. Request for approval of Development Agreement for PR Lisbon, LLC  
*Motion by Moonen, second by Beal, to approve the Development Agreement for PR Lisbon, LLC as presented. Motion carried unanimously.*
- B. Request for approval of Development Agreement for Larry Kelly/Kelly Coatings, LLC  
*Motion by Plotecher, second by Brahm, to approve the Development Agreement for Larry Kelly/ Kelly Coatings LLC as presented. Motion carried unanimously.*
- C. Request to award bid for Hamilton High School watermain extension  
*Motion by Moonen, second by Beal, to award the bid for the Hamilton High School watermain extension to Super Excavators in an amount not to exceed \$199,930.00. Motion carried unanimously.*
- D. Request for approval to put Lieds Lane out to bid  
*Motion by Moonen, second by Beal, to approve putting the improvements for Lieds Lane out to bid. Motion carried unanimously.*
- E. Request for approval to purchase lumber materials for new DPW salt shed  
*Motion by Moonen, second by Brahm, to approve the purchase of timber materials from Wheeler Lumber LLC for a 2,500-ton salt shed at a cost not to exceed \$233,600.00. Motion carried unanimously.*
- F. Request for approval of ORD 2022-03 attorney revisions related to Electrical Code  
*Motion by Moonen, second by Brahm, to approve attorney revisions to Ordinance 2022-03 related to Electrical Code. Motion carried unanimously.*
- G. Request for approval of ORD 2022-05 attorney revisions related to Building Code  
Administrator Nickolaus asked that this item be tabled to a future meeting, as it was not ready at the time packet materials were distributed.  
*Motion by Osterman, second by Beal, to table to a future meeting. Motion carried unanimously.*
- H. Discussion and necessary action regarding possible termination of American Tower Corp.'s CUP  
*Motion by Osterman, second by Beal, to direct staff and Plan Commission to proceed with a Termination Hearing for Conditional Use Permit issued to W260N6035 Mary Hill Road/ LSBT 0257.071 and identified as Lot 32 of the Celtic Ridge subdivision, as set forth in Chapter 11, Sec. 4(g). Motion carried unanimously.*

## Plan Commission Recommendations

- A. Request for approval of amendments to Zoning Code related to off-street parking regulations  
*Motion by Osterman, second by Moonen, to approve amendments to Zoning Code related to off-street parking regulations as presented. Motion carried unanimously.*
- B. Request for approval of amendments to Zoning Code related to lighting regulations  
*Motion by Osterman, second by Beal, to approve amendments to Zoning Code related to lighting regulations as presented. Motion carried unanimously.*

Chairman Osterman advised that the Closed Session was no longer necessary, as there was no new information to discuss.

**Adjournment**

*Motion by Beal, second by Plotecher, to adjourn the meeting at 7:54p.m. Motion carried.*

Respectfully Submitted,

Elisa M. Cappozzo, WCMC  
Municipal Clerk