



PUBLIC WORKS & UTILITY COMMITTEE MINUTES

The regular meeting of the Lisbon Public Works & Utility Committee was held on Wednesday, May 24, 2023, at the Richard Jung Memorial Fire Station, N54 W26455 Lisbon Road, Lisbon, WI.

Committee Chairman Marc Moonen called the meeting to order at 5:01 p.m.

Roll Call: Present: Trustee Marc Moonen (Chair); Trustee Linda Beal (Vice-Chair); Committee members Jane Mueller, Joe Eberle, and Dan Plese; Sanitary District Administrator Mike Sargent; Village Engineer Mitch Leisses; DPW Director Joe DeStefano; Attorney John Macy; Administrator Kathy Nickolaus; and Clerk Elisa Cappozzo Katch to record the minutes.

The Committee and members of the public recited the Pledge of Allegiance.

Citizen Comment

None.

Approval of Meeting Minutes – March 22, 2023 & April 26, 2023

Motion by Mueller, second by Eberle, to approve the minutes of the 3/22/2023 and 4/26/2023 Public Works & Utility Committee meetings as presented. Motion carried unanimously.

Department Reports

A. Dept. of Public Works

DPW Director Joe DeStefano reported that the RFP for crack fill went out; attended meeting re: Hwy 164 paving; all but 3 grinder pump replacements are finished, staff may do those; salt shed build is nearing completion; Hwy Q roundabout at Hillside is almost finished; staff is looking at refurbishing grinder pumps instead of purchasing new for fraction of cost; a few random requests have been received for signage at uncontrolled intersections, so staff will be advertising correct procedure on social media & newsletter.

B. Utility District

Utility Administrator Mike Sargent reported that all flow volumes have come down with the exception of Willow Springs – those are back to normal as of today; the 2022 draft C-MAR report is complete & will need to be approved by Village Board before June 30th deadline. Mike will send to Clerk for inclusion on June's Village Board agenda.

Engineer Mitch Leisses reported the binder course has been completed at Lisbon Business Park East; Richmond School has done some minor televising; Don is still working on obtaining quotes for air relief valve – will bring to next meeting for action.

New Business

A. Approve quote for grinder pump tank replacement from Secured Pump Services for \$6,365.00

Motion by Eberle to approve replacement of a grinder pump tank located at N77W22300 Wooded Hills Drive, award the work to Secured Pump Services LLC for a cost of \$6,365.00, and recommendation to the Village Board of the same. The motion was seconded by Beal, was voted on, and carried unanimously.

B. Discussion & necessary action re: homeowners who were not invoiced prior to October 2022

Committee members discussed the best way to handle the various homeowners who were using the sewer service with no invoices generated prior to October 2022. Motion by Moonen to TABLE the item and bring



it back to a future meeting with additional information. The motion was seconded by Beal, was voted on, and carried unanimously.

D. Discussion only re: future update of Utility Code

Motion by Moonen, second by Beal, to TABLE the item to a future meeting. The motion was voted on and carried unanimously.

Closed Session (6:01p.m.)

President Osterman read the notice of Closed Session pursuant to Wis. Stat. §19.85(g), for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, more specifically regarding lack of sewer connection in accordance with Sewer Service Code Sec. 1.03(2)(a) at N82W22530 Scott Street.

Motion by Moonen, second by Beal, to adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(g) related to lack of sewer connection in accordance with Sewer Service Code Sec. 1.03(2)(a) at N82W22530 Scott Street. A roll call vote was taken, and the motion carried unanimously.

Open Session (6:18p.m.)

Motion by Moonen, second by Eberle, 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.

No action was taken as a result of the Closed Session.

C. Discussion & necessary action re: non-responsive homeowners who are not connected to sewer service

Committee members discussed the best way to handle the various non-responsive homeowners who are supposed to be hooking up to the sewer service but have not responded to letters from the utility district. Motion by Eberle to TABLE the item and bring it back at a future meeting with additional information. The motion was seconded by Mueller, was voted on, and carried unanimously.

E. Discussion & necessary action re: refusal to comply with Sewer District orders

Committee members discussed the best way to handle the various non-responsive homeowners who are supposed to be hooking up to the sewer service but have not responded to letters from the utility district. Motion by Eberle to TABLE the item and bring it back at a future meeting with additional information. The motion was seconded by Mueller, was voted on, and carried unanimously.

Items for next Public Works & Utility agenda

Committee Chair Moonen requested that consideration of changing the meeting dates be placed on the next agenda for consideration.

Adjournment

There being no further business, Eberle moved to adjourn. The motion was seconded by Beal, was voted on, and carried unanimously. The meeting was adjourned at 6:23p.m.

Respectfully submitted,

Elisa Cappozzo Katch, WCMC
Lisbon Village Clerk