



**TOWN OF LISBON
TOWN BOARD MINUTES
JULY 25, 2022**

**DRAFT
Regular Meeting**

The regular meeting of the Town of Lisbon Town Board of Supervisors was held on Monday, July 25, 2022, in the Lisbon Town Hall Board Room, W234N8676 Woodside Road, Lisbon, WI.

Chairman Osterman called the regular Town Board meeting to order at 6:33 p.m.

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

Citizen Comment:

Noelle Geier (via Zoom), commented about the negative impact to traffic since the new Kwik Trip opened on Hwy 164 & Hwy Q.

Consent Agenda

- A. 6/27/2022 Town Board minutes
- B. 7/11/2022 Town Board minutes
- C. Pay Request #1 to Super Excavators for HHS Watermain Loop in the amount of \$16,102.50
- D. Pay Request #2 to Super Excavators for HHS Watermain Loop in the amount of \$151,370.95

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

Accounts Payable

- A. Authorize payment of the Falls Auto Parts bill in the amount of \$86.84
Motion by Beal, second by Quinn, 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 \$292,299.27
Motion by Plotecher, second by Beal, to approve payment of remaining bills as presented. Motion carried unanimously.

Announcements/Correspondence

- Lisbon/Sussex National Night Out – Wednesday, 8/3/22 6-8:00p.m. at Sussex Civic Center
- Joint Public Hearing & Plan Commission – Thursday, 8/4/22 at 6:30p.m., Richard Jung Fire Station
- Town Board Meeting – Monday, 8/8/22 at 6:30 p.m. Town Hall
- Partisan Primary Election – Tuesday, 8/9/22 All Day, at Town Hall, Redeemer Church, Fire Station

Administrator Report

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

Incorporation Update

Administrator Nickolaus gave a brief update on the progression of the incorporation effort.

Lisbon Economic Conditions Update

Administrator Nickolaus gave an overview of ongoing efforts by Department Heads to minimize negative financial impacts in their areas.

Supervisor Reports

Supervisor Beal reported on the recent Sanitary District #1 meeting.

Plan Commission Recommendations

- A. Approval of Development Agreement with TDC Lisbon LLC for N62W22356 Richard Road
Motion by Moonen, second by Plotecher, to approve Development Agreement with TDC Lisbon LLC for the property located at N62W22356 Richard Road, subject to conditions recommended by the Plan Commission, Planner, and Engineer (see Planner Report for details). Motion carried unanimously.

New Business

- A. Request by TDC Lisbon LLC for extension until 10/15/22 for purchase of land in Business Park East
Motion by Beal, second by Quinn, to approve an extension until 10/15/22 for TDC Lisbon LLC for the purchase of vacant parcel within Lisbon Business Park East. Motion carried unanimously.
- B. Request by Daniel & Rebecca Haberkorn to dispute non-compliance order for W225N8958 Jolyn Dr
Chairman Osterman read the non-compliance policy into the record. The Haberkorns wanted to dispute the non-compliance order, but Lisbon's policy does not allow for dismissal by the Board. A property owner wants to contest an order, they must attend their court date and do so with the judge. *Motion by Osterman, second by Moonen, to approve an extension until 8/22/22 to comply with Lisbon ordinances. Motion carried unanimously.*

Supervisor Beal had a conflicting appointment and excused herself from the remainder of the meeting.

- C. Award bid for Street & Intersection Improvements at Lisbon Business Park East
Motion by Moonen, second by *, to award contract for Street & Intersection Improvements at Lisbon Business Park East to Buteyn-Peterson Construction Co., Inc. for an amount not to exceed \$1,967,906.30. Motion carried unanimously.
- D. Request for approval of 2022 Compost Site grinding contract
Motion by Moonen, second by Quinn, to approve contract with Ener-Con Inc. for 2022 Compost Site grinding needs in an amount not to exceed \$18,000. Motion carried unanimously.
- E. Request for approval of 2022 Seal Coating contract
Motion by Plotecher, second by Moonen, to approve contract with Parking Lot Maintenance for 2022 Seal Coating needs in an amount not to exceed \$9,733.00. Motion carried unanimously.

Public Safety Committee Referrals

- A. Request for STOP signs to be placed on Monarch Court and Monarch Drive, at Twin Pine Circle
The Town Board directed Administrator Nickolaus to have Sheriff's Department gather information regarding various speed issues at different times of day and bring back the additional information for consideration at a future meeting. No formal action was taken.
- B. Request for STOP signs to be placed on Marshall Court and Marshall Drive, at Twin Pine Circle
The Town Board directed Administrator Nickolaus to have Sheriff's Department gather information regarding various speed issues at different times of day, and bring back additional information for the Board to consider at a future meeting. No formal action was taken.

C. Discussion and necessary action regarding traffic and speed issues along Ridge Drive and Sky View Drive near Indian Head Drive

The Town Board considered whether to mount the DPW speed monitor or request Sheriff's Department to monitor with their trailer. Administrator Nickolaus will request from Sheriff's Department, and bring information back to the Board for consideration at a future meeting.

Unfinished Business

A. Discussion and necessary action regarding American Rescue Plan Act expenditures.

The board discussed possibly using some funds for covert speed enforcement tools, and directed Administrator Nickolaus to request information and recommendations from the Sheriff's Department. No formal action taken.

Closed Session (8:09p.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 (A) offer to purchase from Kwik Trip, and (B) revised offer to purchase from Jim Forester, for lands located within Lisbon Business Park East.

Motion by Moonen, second by Quinn, to adjourn into Closed Session pursuant to Wis. Stats. §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 (A) offer to purchase from Kwik Trip, and (B) revised offer to purchase from Jim Forester, for lands located within Lisbon Business Park East. A roll call vote was taken, and the motion carried unanimously.

Open Session (8:50p.m.)

Motion by Plotecher, second by Quinn, 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 Osterman, second by Moonen, to accept the Offer to Purchase from Kwik Trip as discussed during the Closed Session. Motion carried unanimously.

Adjournment

Motion by Moonen, second by Quinn, to adjourn the meeting at 8:51p.m. Motion carried.

Respectfully Submitted,

Elisa Cappozzo Katch, WCMC
Lisbon Municipal Clerk