



**TOWN OF LISBON
TOWN BOARD MINUTES
AUGUST 8, 2022**

**DRAFT
Regular Meeting**

The regular meeting of the Town of Lisbon Town Board of Supervisors was held on Monday, August 8, 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 Paula Quinn, Marc Moonen (via Zoom), Linda Beal, and Rebecca Plotecher. Also present were Administrator Kathy Nickolaus, Treasurer Natasha Girard, DPW Director Joe DeStefano, Interim Fire Chief Michelle Drager, and Clerk Elisa Cappozzo Katch to record the minutes.

Citizen Comments: None.

Consent Agenda

- A. July 25, 2022 Town Board minutes
- B. Letter of Credit reduction for Bark River Preserve in the amount of \$243,747.44

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

Accounts Payable

- A. Authorize payment of the Falls Auto Parts bill in the amount of \$74.40
Motion by Beal, second by Plotecher, 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 \$109,925.23
Motion by Beal, second by Plotecher, to approve payment of remaining bills as presented. Motion carried unanimously.

Announcements/Correspondence

- Election Day – Tuesday, 8/9/22, 7am – 8pm, Town Hall, Redeemer Church, Richard Jung Fire Station
- Parks Committee – Monday, 8/15/22 at 6:30p.m., Richard Jung Fire Station
- Sanitary Sewer District #1 Commission – Wednesday, 8/17/22 at 6:30p.m., Town Hall
- Joint Review Board for Lisbon TID #1 – Thursday, 8/18/22 at 4:00p.m., Town Hall
- Town Board Meeting – Monday, 8/22/22 at 6:30 p.m. Town Hall

Supervisor Beal noted that there would be a Special Meeting of the Sanitary District on Wednesday 8/10/22 at 6:30p.m. at the Town Hall.

Administrator Report/ Incorporation Update

Administrator Nickolaus gave a brief update on current Town projects and departments, which included a status update on the progression of the incorporation effort.

Lisbon Economic Conditions Update

No report.

Treasurer Report

Treasurer Girard gave a brief update of current Town finances, her transition since previous Treasurer's retirement and training of new Deputy Treasurer, and preliminary planning for the 2022-23 tax bill season.

Supervisor Reports

No reports.

Unfinished Business

- A. Discussion and necessary action regarding American Rescue Plan Act expenditures
Administrator Nickolaus reviewed ARPA expenditures and allocations to-date. No action was taken.

New Business

- A. Discussion and necessary action regarding purchase of radar kits, software license and laptop
Lt. Farrell of the Waukesha County Sheriff's Department was present and reviewed his department's request. Supervisor Moonen indicated that he would like to authorize an additional \$200.00 towards the purchase of additional batteries if the Board decided to approve the purchase. *Motion by Beal, second by Quinn, to approve \$9,200.00 of ARPA funds for the purchase of radar kits, software license, laptop, and additional batteries. Motion carried unanimously.*
- B. Discussion and necessary action regarding Sheriff request to lease two Flock cameras
Lt. Farrell of the Waukesha County Sheriff's Department was present and reviewed his department's request. The Board discussed the request at length, and still had a number of questions they desired clarification on. *Motion by Beal, second by Quinn, to table the item to a future meeting to allow time for additional information to be gathered. Motion carried unanimously.*
- C. Discussion and necessary action regarding ordinance 2022-10 to fix an erroneous detachment
Motion by Plotecher, second by Beal, to approve Ordinance 2022-10 as presented. Motion carried unanimously.
- D. Discussion and necessary action approving bid of the paving of Lake Five pedestrian path
Motion by Beal, second by Moonen, to table the item until the 8/22/22 meeting to allow time for additional information to be gathered. Motion carried unanimously.
- E. Discussion and necessary action approving CDBG Cooperative agreement
The Board members questioned why towns were being required to sign the agreement now since the County had been authorized to administer the program previously. There was dissatisfaction with the 15-day timeframe to review and approve the document or risk losing any funding for the next 3 fiscal years – including grants that had been previously authorized. *Motion by Plotecher, second by Beal, to approve the CDBG Cooperative Agreement as presented. Motion carried 3:2, with Chairman Osterman and Supervisor Quinn dissenting.*
- F. 2023 Capital project presentation by Public Works Director for Hwy, Parks, and Town Hall
Director DeStefano reviewed his priorities for capital projects in the 2023 budget year for the Highway Division, Parks Division, and the DPW/FD building. No action was taken.
- G. 2023 Capital Project supplemental presentation by Clerk for Clerk's Office/ Town Hall

Clerk Katch reviewed her request for new voting booths for all three polling places. Booths will need to be purchased due to breakage and population growth, and she would like to replace the entire inventory at once while there is still the opportunity to resell the current booths to another municipality. No action was taken.

H. 2023 Capital Project presentation by Interim Chief for Fire Department

Interim Chief Drager reviewed her priorities for capital projects in the 2023 budget year, and noted the various promotions and grants available for possible funding. No action was taken.

Closed Session (8:33p.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 Beal, second by Plotecher, 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 (8:39p.m.)

Motion by Quinn, second by Plotecher, 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 Plotecher, to approve the offer to purchase from Kwik Trip as presented. Motion carried unanimously.

Adjournment

Motion by Beal, second by Quinn, to adjourn the meeting at 8:40p.m. Motion carried.

Respectfully Submitted,

Elisa Cappozzo Katch, WCMC
Lisbon Municipal Clerk