



**TOWN OF LISBON  
TOWN BOARD MINUTES  
SEPTEMBER 12, 2022**

**DRAFT  
Regular Meeting**

The regular meeting of the Town of Lisbon Town Board of Supervisors was held on Monday, September 12, 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, Linda Beal, and Rebecca Plotecher. Also present were Administrator Kathy Nickolaus; DPW Director Joe DeStefano; Interim Fire Chief Michelle Drager; and Clerk Elisa Cappozzo Katch to record the minutes.

**Citizen Comment:** None.

**Consent Agenda**

- A. August 22, 2022 Town Board minutes
- B. Letter of Credit elimination for Hillside Ridge – Phase 1
- C. Letter of Credit elimination for Harvest Ridge – Phase 2
- D. Letter of Credit reduction for Hillside Ridge – Phase 2 in the amount of \$63,325.00

*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 \$966.90  
*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 \$393,467.93  
*Motion by Moonen, second by Beal, to approve payment of remaining bills as presented. Motion carried unanimously.*

**Announcements/Correspondence**

- Parks Committee – Monday, 9/19/22 at 6:30p.m., Richard Jung Fire Station
- Sanitary Sewer District #1 Commission – Wednesday, 9/21/22 at 6:30p.m., Town Hall
- Town Board Meeting – Monday, 9/26/22 at 6:30 p.m. Town Hall
- Jt. Public Hearing & Plan Commission – Thursday, 10/6/22 at 6:30p.m., Richard Jung Fire Station

**Administrator Report**

Administrator Nickolaus gave a brief update on current Town projects and departments, and she noted the recent Moody's call which resulted in an increase in the Town's rating.

**Incorporation Update**

Administrator Nickolaus gave a brief update on the progression of the incorporation effort. A secondary Incorporation Review Board meeting will be held via Zoom on September 21, 2022.

## **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:** None.

## **Unfinished Business**

- A. Discussion and necessary action regarding TID#1 financing options for final infrastructure  
Jon Cameron from Ehler's presented a few updated financing options to cover the cost of final infrastructure for Lisbon Business Park East. The Board members discussed whether they preferred Taxable Generable Obligation or Self-Borrowing from the Town's fund balance. No action was taken.
  
- B. Discussion and necessary action regarding lease of two Flock cameras  
WCSD Lieutenant Farrell reviewed reports from both Menomonee Falls and Germantown regarding their recent successes with FLOCK camera systems. He indicated that if the cameras were approved, they could include monthly data within their regular reports to the Board.  
*Motion by Osterman, second by Quinn, to approve the lease of two Flock safety ALPRS cameras for one year and place the \$5000 expense in the 2023 budget. Motion carried unanimously.*
  
- C. Discussion and necessary action regarding Operator License application for Jonathan Schubert  
Clerk Katch indicated that she received Capt. Panas memorandum of recommendation in favor of approving the application.  
*Motion by Osterman, second by Plotecher, to approve issuance of an Operator License to Jonathan Philip Schubert for the license period ending June 30, 2023. Motion carried unanimously.*

## **New Business**

- A. Request by Barry Sherman for extension to non-compliance order for N95W24141 Hwy Q  
Mr. Sherman indicated that he has received multiple quotes for repair and the earliest date contractors are estimating to begin is a few months out. Mr. Sherman is willing to complete the work himself if/when the tenants vacate, but he would prefer to hire a professional for the repairs as long as they still occupy the building.  
*Motion by Plotecher, second by Beal, to grant an extension until March 1, 2023 for compliance with ordinances as required by Non-Compliance letter dated 8/19/22. Motion carried unanimously.*
  
- B. Discussion and necessary action regarding FD#1 Holding Tank replacement/repair  
Administrator Nickolaus advised that with the quote being over \$15,000 threshold, Lisbon would need to post a Notice of Intent to Award Contract before any official acceptance.  
*Motion by Osterman, second by Beal, to approve having a holding tank installed at Fire Station #1 and connected to the shop drains for an amount not to exceed \$16,280.00 using ARPA funds. Motion carried unanimously.*
  
- C. Discussion and necessary action re: possible purchase of tax-deeded parcel from Waukesha County  
Administrator Nickolaus reviewed the notice received from Waukesha County regarding an offer for Lisbon to purchase a tax-deeded parcel for \$249.85. The parcel is land-locked with no street access, and it is fully within a DNR-designated wetland area. No action was taken.
  
- D. Discussion and necessary action regarding Ordinance 2022-11 to amend Ch. 5 Nuisance Code  
The Board requested more time to review the proposed changes. No action was taken.

**Closed Session (7:54p.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 2023 WCSD Patrol Contract and updated offer to purchase from Forrester for parcel within Lisbon Business Park East.

*Motion by Beal, second by Quinn, to adjourn into 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 2023 WCSD Patrol Contract and updated offer to purchase from Forrester for parcel within Lisbon Business Park East. A roll call vote was taken, and the motion carried unanimously.*

**Open Session (8:30p.m.)**

*Motion by Beal, second by Moonen, 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.*

**Adjournment**

*Motion by Beal, second by Moonen, to adjourn the meeting at 8:31p.m. Motion carried.*

Respectfully Submitted,

Elisa Cappozzo Katch, WCMC  
Lisbon Municipal Clerk