



**TOWN OF LISBON  
TOWN BOARD MINUTES  
OCTOBER 24, 2022**

**DRAFT  
Regular Meeting**

The regular meeting of the Town of Lisbon Town Board of Supervisors was held on Monday, October 24, 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 (via Zoom), Marc Moonen, Linda Beal, and Rebecca Plotecher. Also present were Administrator Kathy Nickolaus, Treasurer Natasha Girard, Parks Supervisor Mike Lund, and Clerk Elisa Cappozzo Katch to record the minutes.

**Citizen Comment:**

David Groszczyk, Chad Koplín, and Brent Rierner spoke regarding the proposed snowmobile trail on Lake Five Road.

Chairman Osterman noted that this item would be discussed further on in the meeting and requested any comments from the applicants be held until that time.

**Consent Agenda**

- A. October 10, 2022 Town Board minutes
  - B. Letter of Credit reduction for Harvest Ridge III in the amount of \$527,984.20
  - C. Approval of \$100.00 catering deposit for Holiday Dinner
  - D. Appointment of additional Election Inspectors for remainder of 2022-2023 election cycle
  - E. Reappoint Ed Brocker & Bruce Wirth to Police & Fire Commission 3-year terms ending 7/30/2025
- Chairman Osterman requested that Item E be removed from the Consent Agenda for consideration at a future meeting; no objections.

*Motion by Supervisor Plotecher, second by LB, to approve Items A through D of the Consent Agenda as presented. Motion carried.*

**Accounts Payable**

- A. Authorize payment of the Falls Auto Parts bill in the amount of \$608.21  
*Motion by Moonen, 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 \$188,731.51  
*Motion by Beal, second by Moonen, to approve payment of remaining bills as presented. Motion carried unanimously.*

**Announcements/Correspondence**

- Jt. Pub. Hearing & Plan Commission – Thursday, 11/3/22 at 6:30p.m., Richard Jung Fire Station
- Fall General Election – Tuesday, 11/8/22, 7a.m. – 8p.m., Town Hall, Redeemer Church, Fire Station
- Budget Pub. Hrg/Special Town Meeting/Special TB – Wednesday, 11/9/22 at 7:00 p.m., Town Hall
- Sanitary Sewer District #1 Commission – Wednesday, 11/16/22 at 6:30p.m., Town Hall

- Parks Committee – Monday, 11/21/22 at 6:30p.m., Richard Jung 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.

### **Treasurer Report**

Treasurer Girard gave a quarterly update on current Town finances and investments, as well as a brief update regarding 2022 budgetary receivables and expenditures.

### **Lisbon Economic Conditions Update**

None.

### **Supervisor Reports**

Supervisor Beal reported that the Sanitary District just passed their 2023 budget and that their situation was under control and improving.

### **Plan Commission Recommendations**

- A. Request for approval of text amendment to Sec. 3(j) of Zoning Code regarding Off-Street Parking  
Motion by Plotecher, second by Beal, to approve **ORDINANCE 2022-12** to repeal and recreate Chapter 11, Section 3(j) of the Town of Lisbon Zoning code relating to Off-Street Parking as presented. Motion carried unanimously.
  
- B. Request by Matthew & Mary Jo Lerch for the property located at N88W23310 North Lisbon Rd/LSBT 0152.996.004, and approx. 1-acre portion of N88W23462 North Lisbon Rd/LSBT 0152.996.002, for the following:
  - I. Rezone from A-10 to A-3, specifically excluding C-1 and County Shoreland areas  
Motion by Moonen, second by Quinn, to approve **ORDINANCE 2022-15** to rezone the property located at N88W23310 North Lisbon Road/ LSBT 0152.996.004, and an approximately 1-acre portion of N88W23462 North Lisbon Road/ LSBT 0152.996.002 from A-10 agricultural District to A-3 Agricultural/ Residential Estate District, and maintaining the UC Upland Corridor, C-1 Conservancy, and Waukesha County Shoreland districts as presented. Motion carried unanimously.
  
  - II. 3-lot Certified Survey Map  
Motion by Osterman, second by Beal, to approve a 3-lot Certified Survey Map for the property located at N88W23310 North Lisbon Road/ LSBT 0152.996.004, and an approximately 1-acre portion of N88W23462 North Lisbon Road/ LSBT 0152.996.002, subject to conditions recommended by the Plan Commission, Planner, and Engineer (see Minutes and Staff Reports for details). Motion carried unanimously.

Chairman Osterman asked if there were any objections to discussing new business before old business, and then taking Item C before the rest. No objections.

### **New Business**

- C. Request by Moonshiners Snowmobile Club for a trail along Lake Five Road  
David Groszcyk, Chad Koplín, and Brent Riemer presented various layouts for their proposed trail along Lake Five Road. The Board discussed pros and cons of various possibilities and determined that a joint meeting should be held with the Town Board, Parks Committee, and Public Safety Committee. Administrator Nickolaus was directed to contact the members and get a meeting scheduled. No formal action was taken.

- A. Request by Jeff Musa for 90-day extension to compliance order for W220N7095 Townline Road  
Mr. Musa appeared via Zoom and explained that he recently purchased the property and is in the process of evicting the previous owners. He has cleaned up as much of the exterior as possible and has plans to raze the existing home and rebuild once the home is vacant. He is requesting an extension to allow the eviction process to move through the court system.  
*Motion by Moonen, second by Beal, to grant a 180-day extension to a compliance order issued for W220N7095 Townline Road, subject to providing the Administrator or Clerk with regular progress reports. Motion carried unanimously.*
- B. Request by Jeff Fillinger to contest invoices for reimbursement of Professional Services fees  
Administrator Nickolaus advised that Town Code requires a written request for a Hearing. The Board directed Mr. Fillinger to file that request for Hearing in writing prior to 10/31/22 or the past due amount would be subject to the 10% administrative fee and placed on the tax roll. No formal action was taken.
- D. Request for approval of new compost site contracts for Village and Town of Merton  
Supervisor Moonen suggested inserting the wages as an annual addendum to the contract, rather than estimating them for the duration. Village President Ron Reinowski was present in the audience and indicated that he had no objections to the contract or Supervisor Moonen's recommendation.  
*Motion by Plotecher, second by Moonen, to approve the compost site contracts as drafted with wages to be an annual addendum. Motion carried unanimously.*
- E. Discussion and necessary action regarding creation of Lisbon Utility District  
The Town Board directed Administrator Nickolaus and Clerk Katch to set a Public Hearing date for November 28, 2022 for the possible creation of a Lisbon Utility District. No formal action was taken.
- F. Request for approval of RESOLUTION 2022-04 to amend 2022 Budget related to the Compost Site  
Motion by Plotecher, second by Moonen, to approve **RESOLUTION 2022-04** amending the 2022 Compost Budget as presented. Motion carried unanimously.
- G. Request for consideration of letter to WE Energies related to power outages and dead trees  
The Town Board directed staff to add a link to the Lisbon website under the "How Do I?" header, and include a note in the tax bills, to let residents know to contact WE Energies with any tree issues that may impact power lines. No formal action was taken.

### **Unfinished Business**

- A. Request for approval of text amendment to Lisbon's nuisance code  
Administrator Nickolaus requested the item be postponed to a future meeting; no objections.

### **Adjournment**

*Motion by Beal, second by Moonen, to adjourn the meeting at 9:26p.m. Motion carried.*

Respectfully Submitted,

Elisa Cappozzo Katch, WCMC  
Lisbon Municipal Clerk