



Agenda
Town Board Meeting
Town of Lisbon, Town Hall
Monday, January 14, 2019
6:30 p.m.

- 1. Roll Call.**
- 2. Pledge of Allegiance.**
- 3. Comments from citizens present.** Citizens are invited to share their questions, comments, or concerns with the Town Board. When speaking, citizens should state their name and address for the record and limit their presentation to three minutes. Where possible, the Board will answer factual questions immediately. If a response would involve discussion of Board policy or decisions, which might be of interest to citizens, not present at the meeting, the Board may place the item on a future meeting agenda.
- 4. Consent Agenda.** Items listed under the Consent Agenda are considered in one motion unless a Town Board member requests that an item be removed from the Consent Agenda.
 - i. December 10, 2018 Town Board minutes
 - ii. 2019 Lisbon Community Festival Band Contract
 - iii. 2019 Lisbon Community Food Truck Contract
 - iv. Resolution 01-19, Resolution Adopting the 2019 Municipal Court Budget.
- 5. Approval of Bills.**
- 6. Announcements/Correspondence.**
 - Meeting Schedule
 - E-cycle Flyers for Waukesha Recycling Events
 - Thank you letter from Fred Keller
 - Thank you letter from John Metsa regarding a lawn mower purchase
 - Waukesha County Press Releases regarding burning or bagging holiday evergreen decorations and Radon Action Month & Free Testing Kits
- 7. Department Reports - Presentation of activity statistics and recently attended meetings.**
 - Administrator
 - Building Inspector
 - Clerk
 - Public Works Department
 - Treasurer - Quarterly

8. Supervisor's Reports - This is an opportunity for Supervisors to report on respective Committees, Commissions, and Boards of which they serve as a member. Matters require no action or approval.

9. Unfinished Business.

10. New Business.

- A. Discussion and necessary action on starting a pilot appliance drop-off event in conjunction with the annual tire round-up.
- B. Discussion on the 2020 Maple Avenue paving project.
- C. Discussion and necessary action on Chris Miller's request for an extension to the Barnwood Conservancy Developer's Agreement, Section I, "Removal of Existing Barn and Residence" to Thursday, February 29, 2019.
- D. Discussion and necessary action on the 2019 Cyber Liability Insurance Quote from Rural Mutual Insurance.

11. Adjournment.

Joseph Osterman
Town Chairman

Gina C. Gresch, MMC/WCPC
Town Administrator

NOTE: Individual members of the Town Board will be available after the meeting to discuss town related issues with citizens who are present.

NOTE: Please notify the Town of Lisbon 72 hours in advance if you plan to attend and will need an interpreter or assistive hearing device.

NOTICE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information: no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.



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REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Consent Agenda Items

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, January 10, 2019

RECOMMENDATION:

Approval of the Consent Agenda items.

EXPLANATION:

i. Town Board Meeting Minutes

- December 10, 2018

ii. 2019 Lisbon Community Festival Band Contract.

- This contract is for the music performer. Attorney Gutenkunst has reviewed the contract, had comments and the addendum attached to the contract is the result of her review. I checked with Rural Mutual Insurance and the event is covered under our policy. Clerk Green will work with Rural Mutual Insurance for additional coverage if needed for beer/alcohol/wine, depending on which vendor is chosen for those items.

iii. 2019 Lisbon Community Festival Food Truck Contract.

- This contract is for the food provider. Attorney Kevin Clark has reviewed the contract, had comments and the contract before you is the result of his review. I checked with Rural Mutual Insurance and the event is covered under our policy.

iv. Resolution 01-19, Resolution Adopting 2019 Municipal Court Budget.

- This is a yearly approval to adopt the court budget. Every municipal partner in the court adopts the same resolution.

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
Monday, December 10, 2018
6:30 p.m.**

Chairman Osterman called the Town Board meeting to order at 6:30 PM.

Roll Call: Present: Chairman Osterman, Supervisors Gamiño, Moonen, Plotecher and Beal. Also present: Dan Green, Town Clerk and Gina Gresch, Town Administrator.

Comments from citizens present. None.

Consent Agenda. Items listed under the Consent Agenda are considered in one motion unless a Town Board member requests that an item be removed from the Consent Agenda.

- i. November 26, 2018 Town Board
- ii. Cancel the Monday, December 24, 2018 Town Board meeting due to the holiday
- iii. Operator's Licenses

Motion by Supervisor Gamiño to approve the Consent Agenda. Seconded by Supervisor Moonen. Motion carried, 5-0.

Approval of Bills.

Motion by Supervisor Plotecher to approve the December 7, 2018 check register as presented. Seconded by Supervisor Beal. Motion carried, 5-0.

Announcements/Correspondence - Listing of upcoming meeting dates & times.

- Meeting Schedule
- Email from resident complimenting Advanced Disposal's refuse/recycling service
- 2018 Treasurer's Property Tax Collection Letter
- Waukesha County Sheriff's Department Press Release - Burglaries to Residences in the Village of Sussex and Town of Lisbon

Department Reports - Presentation of activity statistics and recently attended meetings.

Parks Department – Supervisor Gamiño read the report from Parks Director John Greiten. Supervisor Gamiño highlighted the removing of 5 large ash trees and 3 Box elder trees in Community Park. Staff also is performing snow removal operations as needed, working on cleaning and reorganizing the parks maintenance shops and correcting leaking problems with the ice rink.

Public Works Department– Supervisor Moonen read the DPW report from Director Joe DeStefano. Supervisor Moonen highlighted that staff has been out 5 times throughout the month for snow plowing and de-icing operations.

Building Inspector – Administrator Gresch gave an update from the building inspector and where the Town is with permits. The Town is down 47 total permits overall but up 3 home permits. The Board stated they would like this report quarterly.

Town Administrator – The Clerk's Office will be sending out a survey to residents and posting on the website as to what they would like to see in an updated newsletter. The Town Board discussed options for quarterly, semi-annual and yearly newsletters as well as online one page newsletters more frequently.

Tax collection has begun at Town Hall and hours have been posted on the website and on Facebook. We have not received word from Waukesha County that taxes have been mailed or are available online but we are still on track for bills being mailed December 10.

Bills have not yet been mailed but available online. 2018 wrap up, looking forward to 2019. Responding well to changes. Appreciate the support. Newsletter twice a year. Mark, monthly newsletter on a single sheet and one annual year in review. Printed on regular paper.

The Town Board and Town staff accomplished a lot in 2018 and are thankful for the Town Board's support of those improvements. We have a number of projects coming up in 2019 we are working on in the Clerk's Office. The AV Equipment upgrade, personnel manual, Engineering RFP, Accounts Payable Purchasing Card Program, scanning large format maps to the server to complete digital tax key files, and of course continuing to improve our processes with the new accounting software. All Town Hall staff went to training on the software for a few days over the last few weeks and everyone is impressed with it and we again, thank the Town Board for approving the purchase.

Town Clerk - AVI Systems came into Town Hall on Thursday and will be sending a quote that will be ready by the next Town Board meeting for the AV Equipment upgrade.

Supervisor's Reports.

Supervisor Beal – Sanitary District meeting tomorrow, December 11.

New Business.

Discussion and necessary action on the 2019-2020 Vierbicher contract.

This contract was reviewed and compared to last year's, the only difference is we are getting 25 more hours at a discounted rate (75 total). The Town will be utilizing these hours for Planner appointments. Administrator Gresch outlined some minor rate changes as well. It was noted that the contract is from 2019 through 2021.

Motion by Chairman Osterman to approve the 2019-2021 Vierbicher contract. Seconded by Supervisor Moonen. Motion carried, 5-0.

Discussion and necessary action on the Lannon Intermunicipal Agreement.

Chairman Osterman asked to postpone this item. There are some last minute updates that need to be addressed.

Motion by Chairman Osterman to postpone the Lannon Intermunicipal Agreement to the next meeting. Seconded by Supervisor Beal. Motion carried, 5-0.

Discussion and necessary action on the Lannon Interceptor Capacity Agreement.

Motion by Chairman Osterman to postpone the Lannon Interceptor Capacity Agreement. Seconded by Supervisor Beal. Motion carried, 5-0.

Adjournment.

Motion by Supervisor Gamiño to adjourn the Monday, December 10, 2018 Town Board of Supervisors meeting at 6:49 PM. Seconded by Supervisor Beal. Motion carried, 5-0.

Respectfully submitted,

Dan Green
Town Clerk

Please Sign And Return
This Copy By 12/11/18
via Print, Sign,
Scan & Email
To Secure Your Booking



Event Agreement
109 Rosedale Ave
Fox Lake, WI 53933
www.nsbentertainment.com

AGREEMENT made this 27 day of Nov 2018 Between _____ dba: Listing Community Festival/Town of Lisbon (herein referred to as Purchaser) & N.S.B. Entertainment LLC for Sammy Ray & Friends (herein referred to as Artist).

LOCATION, DATE, TIME OF ACT, SHOW, or PERFORMANCE

Lisbom Community Park - N78W26970 Bartlett Parkway, Hartland, WI 53029
SATURDAY JUNE 22, 2019
11:30am til 3:30pm

PERFORMANCE DESCRIPTION:

Band Performance: 4 hour show

PURCHASE PRICE:

\$900 (Nine Hundred) to be paid after performance has been completed.
Cash/Check Will Be Paid to Samantha Marshall.

ARTIST - INDEPENDANT CONTRACTOR: Sammy Ray & Friends

1. Artist/Sound/Production Will Arrive up to 240 mins prior to start time. Access to staging area needs to be clear to allow enough time for equipment set up and sound check. Artist will not be responsible for make-up time if this situation (or any other) impedes access to the staging area, delaying set-up. Vehicles delivering/hauling all necessary equipment for this show must be able to unload within 20 feet of stage area.
2. A Staging Area Min. of 20 feet wide, 16 feet deep shall be provided by for band.
3. 4 - (20amp) Electrical Circuits located directly next to the staging area are necessary for quality sound.
4. If an Early Set up is requested, a separate charge will apply.
5. Artist shall at all times have complete supervision and control over the services or the personnel of this event performance and setup.
6. Artist executes this agreement as an independant contractor, not as an employee of the Purchaser or of N.S.B. Entertainment LLC. Responsibility for appropriate payments, payroll taxes, and charges under applicable federal, state and local law will be assumed by the artist.

AGENT PROVISIONS:

1. N.S.B. Entertainment LLC, is acknowldged to have performed upon signing this agreement and shall not be liable for the default of the Purchaser or the Non-performance of the Artist.
2. Sammy Ray & Friends shall provide production for this show.
3. Artist shall forward booking commission to N.S.B. Entertainment LLC within 7 days of receipt. Delinquet commission shall acruer interest of \$10 per week and if litigation is necessary for collection, attorney's fees, hourly wage for preparation, and mileage, shall be paid by the debtor.
4. If Artist or members of artist group are rebooked into this or any establishment/event owned or controlled by the Purchaser within 395 days from completion of this performance, Artist/Venue/Event shall be Liable for paymnets to N.S.B. Entertainment LLC, commission at the rate due and owing or paid for previous engagement. All Bookings shall be Negotiated thru N.S.B. Entertainment LLC. This remains in effect if the the event is cancelled by the artist or purchaser.
5. If any provisions hereof are determined to be void by court of competant jurisdiction, the remaining provisions hereof shall remain in full force.

SPECIAL PROVISIONS:

Beverage hospitality shall be provided for Band.
Cancellation of this event for any reason shall result in band being paid in full.
If a chance of inclement weather is present, an alternative rain location shall be provided for the performance.

This Performance agreement is the entire agreement of the parties and may not be altered or ammended unless agree upon by both N.S.B. Entertainment,Purchaser & Artist. We acknowledge and confirm that we have read and approve the terms and conditions set forth in this contract. Commencement of engagement as described in this agreement is deemed to be an acceptance of all the terms by Purchaser and Artist.

N.S.B. Entertainment LLC - 920-410-2129
Jeremy Boerson
109 Rosedale Ave.
Fox Lake, WI 53933

Purchaser Signature _____

Printed _____ - 414-581-7190

dba: Listing Community Festival/Town of Lisbon
W234N8676 Woodside Road
Lisbon, WI 53089

Addendum to the rental agreement from NSB Entertainment LLC

Event: Lisbon Community Park Saturday June 22, 2019

Agent Provisions: shall be amended to read:

- 3. Artist shall receive check on the day of performance and shall be responsible for forwarding it to N.S.B. Entertainment LLC.

Special Provisions: shall be amended to read:

Non-alcoholic beverages shall be provided to the band

Cancellation of this event by the Town of Lisbon shall result in band still being paid in full. Cancellation by band shall result in band not being paid

Band has a tent to perform under in inclement weather. If weather becomes unsafe for participants event shall be cancelled.



N.S.B. Entertainment

Dated: 12/12/18

Town of Lisbon

Dated: _____



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TOWN OF LISBON
W234 N8676 Woodside Rd.
Lisbon, WI 53089

SPONSORSHIP/USE AGREEMENT

This Sponsorship/Use Agreement (hereinafter "Agreement") is made and entered into this _____ day of _____, 2019, by and between the Town of Lisbon, a Wisconsin municipal corporation, through its Park Recreation Department (hereinafter referred to as the "Town") and Sylvia Denson doing business as Denson's Catering (hereinafter referred to as "Sponsor").

WHEREAS, the Town owns and operates Lisbon Community Park, which facility has a pavilion, restroom facilities and other amenities; and

WHEREAS, the Town and Sponsor are desirous of conducting an event on Saturday, June 22, 2019 and to be known as Lisbon Community Picnic, sponsored by Town of Lisbon; and

WHEREAS, Sponsor desires to sponsor and operate a food truck for the event at Lisbon Community Park.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby covenant and agree as follows:

1. The Town shall grant access to the Sponsor to the Lisbon Community Park lower area as depicted on the attached map, Exhibit A (the "Premises")
2. The Town's grant of access to the Sponsor is limited exclusively to Saturday June 22, 2019, from 8:00am to 6:00pm. (hours of operation for set up and take down)
3. In addition to the use of the Premises, the Town agrees to provide picnic tables, and trash and recycling receptacles, for the use of the Sponsor during the course of the event.
4. Sponsor is hereby permitted to serve prepared food and to sell soda, water and any non-alcoholic beverages.
5. This Agreement is conditioned upon the Lisbon Town Board of Supervisors approval to host this event.
6. Sponsor will serve prepared food from their truck, as well as other non-alcoholic beverages as provided for hereunder, and further agrees to using non-amplified or minimally amplified music if truck is equipped. Non-amplified or minimally amplified music is subject to approval by the Lisbon Park and Recreation Board.

7. The hours of the event operations shall be Saturday from 10:00 a.m. to 5:00 p.m. Sponsor may engage in setup and or cleanup activities outside of these hours; however, the performance of these activities shall fall under the times of 8:00am and 6:00 pm to follow the aforementioned hours of operation.
8. Responsibilities of Sponsor:
 - a. Sponsor acknowledges that the Lisbon Community Park and the Premises is a public space and must remain open and accessible to the public throughout the course of the event.
 - b. Sponsor agrees not to discriminate against anyone desiring to participate in the event on the basis of age, race, sex, marital status or any other prohibited basis of discrimination.
 - c. Sponsor agrees that the space that is being utilized shall be maintained so as to permit access as required under the Americans with Disabilities Act.
 - d. Sponsor agrees to pay all taxes or fees associated with the operation of the event.
 - e. Sponsor agrees, to keep the Premises and surrounding area clean and sanitary at all times. Garbage shall be collected during the course of the event, which will be picked up by the Town throughout the event. However, any extra refuse pickups will be at the expense of the Sponsor.
 - f. No equipment being provided by the Town shall be removed or replaced without the written consent of the Town and any such use will be at the expense of the Sponsor.
 - g. Sponsor agrees that they will obtain all necessary licenses or permits to conduct the operations as contemplated hereunder, and will comply with all federal, state, and local Health Code requirements, as well as Town Building Code requirements.
9. The parties shall mutually perform an inspection of the Premises both prior to the commencement of this Agreement, as well as following it, so as to verify that the condition of the Premises meets the requirements as set forth in this Agreement. Sponsor agrees to return the Premises to the Town following the conclusion of the event in the condition that existed prior to the commencement of the event, reasonable wear and tear excepted.
10. Sponsor agrees to indemnify and hold harmless the Town as and against any and all claims, demands, actions, causes of action, or fees, including actual attorney fees, arising from or related in any way to the activities of the Sponsor, their employees, agents, subcontractors or assigns, as well as the performance of the terms of this Agreement. This indemnification shall include the acts or

omissions of any contractors or subcontractors that they may engage for this of the event.

11. Sponsor agrees that this Agreement is exclusive to them and to the extent they wish to engage other entities to assist with the performance of the event, such entities must be approved by the Lisbon Park and Recreation Board of the Town of Lisbon or their designee, and such subcontractors must agree to the same indemnity and insurance requirements as required of the Sponsor.
12. Sponsor acknowledges that they are ultimately responsible for the acts or omissions of any employee, agent, and subcontractors with which they may engage.
13. The parties agree to mutually perform advertising for the event; however, any advertising prepared by the Sponsor must be approved by the Park and Recreation Board or their designee.
14. Sponsor acknowledges that they are not permitted to bring in additional lighting without the express written permission of the Town. Strings of lights are permitted, provided that each bulb is not greater than 25 watts in capacity. The Sponsor may also bring in and set up a point of sale station and credit card station at their expense.
15. The Town agrees to maintain the bathrooms in the Lisbon Community Park during the course of this event consistent with its normal operating policies; meaning that the bathrooms will be maintained throughout the event.
16. As part of the consideration for this Agreement, the Sponsor agrees to pay to the Town fifteen (15%) percent of the gross receipts from all sales made above and beyond the first \$350.00 as part of the event not less than thirty (30) days following the completion of the event. Sponsor further agrees to provide the Town with sales records satisfactory to the Town to support their calculation of the amount to be paid to the Town.
17. Sponsor will ensure that the terms of this Agreement, the Park Rules and Town Ordinances are followed. Any criminal activity shall be reported immediately to the Lisbon Police Department.
18. Sponsor agrees to provide evidence of comprehensive, general liability insurance with adequate limits per occurrence and shall list the Town as an Additional Insured on a primary and non-contributory basis.
19. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.
20. Each party acknowledges that the person signing the Agreement has been duly authorized by the governing body of each entity.

- 21. This Agreement represents the complete understanding of the parties with respect to the subject matter set forth herein, and may only be amended in a subsequent agreement executed by all parties.
- 22. To the extent that any portion of the Agreement is deemed to be unenforceable by a court of competent jurisdiction, the parties agree that the balance of the Agreement shall remain in full force and effect.

TOWN:

Town of Lisbon

SPONSOR:

Sylvia Denson dba Denson's Catering

By: _____
Joe Osterman, Chairman

By: _____
Sylvia Denson, Owner

By: _____
Gina Gresch, Administrator

By: _____
Print: _____

STATE OF WISCONSIN

TOWN OF LISBON

WAUKESHA COUNTY

RESOLUTION 01-19

RESOLUTION APPROVING MUNICIPAL COURT BUDGET

WHEREAS, the Intermunicipal Agreement for the operation of the Lake Country Municipal Court requires formation of an annual budget no later than the 1st day of September and approval of said budget by governing bodies of member municipalities; and

WHEREAS, the Court Administrative Committee, Court personnel and the Municipal Court Judge have formulated a budget for 2019 which has estimated revenues of \$365,000.00 and anticipated expenditures of \$362,821.00; and

WHEREAS, the Court Administrative Committee has, by formal action in November of 2010, created a budget stabilization fund in the amount of \$100,000.00 which has been used to advantage.

THEREFORE, BE IT RESOLVED, that the attached Municipal Court budget for 2019 be approved.

PASSED AND ADOPTED by the Town Board of the Town of Lisbon, Waukesha County, Wisconsin this 14th day of January, 2019.

TOWN BOARD, TOWN OF LISBON
WAUKESHA COUNTY, WISCONSIN

BY: _____
JOSEPH OSTERMAN, Chairman

BY: _____
TEDIA GAMIÑO, Supervisor

BY: _____
MARC MOONEN, Supervisor

BY: _____
LINDA BEAL, Supervisor

BY: _____
REBECCA PLOTECHER, Supervisor

ATTEST:

BY: _____
Daniel Green, WCMC
Town Clerk



**LAKE COUNTRY MUNICIPAL COURT**

174 E. Wisconsin Avenue
Oconomowoc, WI 53066
262-569-0920 - T
www.lcmunict.com

Clerk Pamela Strunk
clerk@lcmunict.com

Deputy Clerk Theresa Berlin
deputyclerk@lcmunict.com

Honorable Timothy T. Kay

December 17, 2018

TO: City, Village and Town Clerks

RE: Lake Country Municipal Court
2019 Budget Approval

Dear Clerks:

I enclose herewith a proposed Municipal Court budget for 2019. By action of the Administrative Committee of the court, the Town of Sullivan was accepted as a contract member and the Village of Johnson Creek was accepted as a full member. Note the projected surplus for 2019 is \$6,129.00. This is only a "budget." If you have any questions, feel free to contact me.

Also enclosed is a resolution approving the budget. It would be appreciated if you would take this resolution to your governing body and have it approved, returning a signed copy to the Municipal Court.

Thank you for your cooperation.

Sincerely,

A handwritten signature in blue ink that reads "Bill Chapman".

G. William Chapman, Chairman
Administrative Committee
LAKE COUNTRY MUNICIPAL COURT
GWC/sp
Enclosures

cc: Municipal Court Representatives (letter only)
Municipal Court Clerk
Judge Timothy Kay

Lake Country Municipal Court

2019 Budget

12/10/18

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Percent
+/-
Budget
Increase

Acct #:	Account Description:	2017 Actual	2018 YTD Nine Months	2018 Budget	2018 Estimated Year End	2019 Budget	
Revenues:							
1	4000 Court Fees	378,414	281,842	354,167	370,000	365,000	3.06%
3	4900 Interest Income	1,764	1,034	500	1,200	1,200	140.00%
4	4300 Court Assessment	2,832	1,689	2,500	1,800	2,000	
	Transfer from Undesignated Fund			0	0	0	
5	4800 Miscellaneous Insurance Recoveries	4,170	733	1,500	800	750	
7	Total Revenues	387,180	285,298	358,667	373,800	368,950	2.87%
9	Total Assets	623,753	647,034	0	0	0	
11	Total Liabilities	130,386	153,385	0	0	0	
13	Deferred Inflow of Resources (Stark)	4,952	0	0	0	0	
13	Total Fund Balance	488,415	493,648	0	0	0	

Expenditures:

19	Wages & Benefits	254,023	199,338	269,553	264,161	278,496	3.32%
20	Purchased Services	38,604	33,803	39,456	37,550	41,311	4.70%
21	Operating Supplies & Expenses	12,582	4,938	14,620	11,500	13,620	-6.84%
22	Fixed Charges	29,128	22,636	29,788	28,768	29,394	-1.32%
23	Capital Outlay	0	5,194	5,250	5,194	0	
	Restitution	0	0	0	0	0	
25	Bad Debt	4,931	0	0	0	0	
26	Total Expenditures:	339,268	265,909	358,667	347,173	362,821	1.16%
28	Total Surplus/Deficit	47,912	19,389	0	26,627	6,129	

Percent
+/-
Budget
Increase

Acct #:	Account Description:	2017 Actual	2018 YTD Nine Months	2018 Budget	2018 Estimated Year End	2019 Budget	
35	5000 Full Time Salaries	117,110	88,415	117,886	117,886	120,833	2.50%
36	Clerk of Courts						
37	Deputy Clerk of Courts						
38	5010 Assistant Clerks	27,649	18,175	28,642	28,000	29,401	2.65%
39	Clerk Salaries - Overtime						
40	5015 Part Time Judge	42,667	32,750	43,667	43,667	43,667	0.00%
	Bailiff Services	3,995	5,339	4,200	0	12,000	185.71%
41	5030 Employer FICA	13,313	9,753	14,550	14,000	14,812	1.80%
42	5040 Retirement EE-ER	11,257	8,322	10,824	10,824	10,775	-0.45%
43	5050 Health	37,603	36,232	49,354	49,354	46,533	-5.72%
44	5060 Long Term Disability Ins.			0	0		
45	5070 Life Insurance	429	353	430	430	475	10.47%
	Unemployment Benefits	0	0				
	Substitute Judge			0	0	0	
46	TOTAL:	254,023	199,338	269,553	264,161	278,496	3.32%

		000016					Percent
Acct #:	Account Description:	2017 Actual	2018 YTD Nine Months	2018 Budget	2018 Estimated Year End	2019 Budget	+/- Budget Increase
56	PURCHASED SERVICES:						
57							
58	5400 Professional/Outside Services	1,220	914	2,000	1,000	2,000	0.00%
59	5405 Accounting	7,895	6,375	8,280	8,280	8,760	5.80%
60	5410 Auditor	7,700	7,800	7,800	7,800	8,000	2.56%
61	5415 Professional Services	0		0			
61	5415 Legal Services	2,092	1,385	2,000	1,500	2,000	
62	5420 Computer Consultant		1,765	3,000	2,200	3,000	0.00%
63	5425 Court Software Support	15,190	11,506	11,006	11,600	11,851	7.68%
64	5550 Telephone	2,818	2,377	3,000	3,100	3,300	10.00%
	Internet/Web	135	0	270	270	300	11.11%
65	5500 Repair/Maint. Contracts Equip.	1,554	1,681	1,800	1,800	1,800	0.00%
66	5540 Substitute Judge	0		300	0	300	0.00%
67	Total:	38,604	33,803	39,456	37,550	41,311	4.70%
69	OPERATING SUPPLIES & EQUIPMENT						
70	5250 Office Supplies/Printing	5,495	3,798	6,000	5,500	6,000	0.00%
71	5300 Postage	4,967	0	5,000	5,000	5,000	0.00%
72	5350 Newspaper Publishing		0	100	0	100	0.00%
73	5200 Memberships	880	890	1,000	900	1,000	0.00%
74	5160 Books & Publications			150	0	150	0.00%
	Shredding	0		170	0	170	0.00%
	Printing			0	0		
	Miscellaneous	300		200	100	200	0.00%
75	5600 Training & Travel	940	250	2,000	0	1,000	-50.00%
76	Total:	12,582	4,938	14,620	11,500	13,620	-6.84%
78	FIXED CHARGES						
79	5100 Insurance and Bonds						
80	5105 Workman's Comp	705	0	0	0	0	
81	5120 Public Officials Ins.	438	0	0	0	0	
	Property Insurance Coverage	0		0	0	0	
82	5125 Advertising	0	0	0	0	0	
83	5130 G Liability Ins./ Hired & non-owned I	3,791	4,305	5,000	4,305	4,301	-13.98%
84	5140 Bonds			250		0	
85	5150 Bank Charges	274	209	375	300	375	0.00%
	Erroneous Interest Charged	0	0	0	0	0	
86	5475 Equipment Lease						
87	5450 Rent	23,920	18,122	24,163	24,163	24,718	2.30%
	Total:	29,128	22,636	29,788	28,768	29,394	-1.32%
90	CAPITAL OUTLAY						
91	8000 Capital Equipment		5,194	5,250	5,194	0	-100.00%
92	Total:	0	5,194	5,250	5,194	0	-100.00%

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Salary:		2018		Retirement	Retirement
		Salary	FICA	Employee	Employer
Pam		62,694	4,796	4,200	4,200
Terri		55,192	4,222	3,698	3,698
Terri	Insurance stipend	0	0	0	0
Kathy	15.30 Hour 18 hrs WI	2.00% 15,256	1,167	0	0
Kelly	15.30 Hour 18 hrs WI	2.00% <u>14,321</u>	<u>1,096</u>	<u>0</u>	<u>0</u>
		147,463	11,281	7,898	7,898
Judge		<u>43,667</u>	<u>3,341</u>	<u>2,926</u>	<u>2,926</u>
		191,130	14,621	10,824	10,824

2018		Employee	Employer
Health Insurance:		Contribution	Contribution
Pam Health	19,590	2,350.83	17,239.41
Pam Dental	1,142	137.00	1,004.68
Terri Health	19,590	2,350.80	17,239.20
Terri Dental	1,142	137.00	1,004.68
Judge Health	19,590	9,795.12	9,794.88
Judge Dental	<u>1,142</u>	<u>571.00</u>	<u>570.84</u>
	62,195	15,341.75	46,853.69
Deductable Cost:	1000, 1000, 500		<u>2,500.00</u>
			49,353.69

Salary:		2019		Retirement	Retirement
		Salary	FICA	Employee	Employer
Pam		<u>0</u> 62,694	2.5 % 4,916	4,209	4,209
Terri		55,192	2.5 % 4,328	3,705	3,705
Kathy	16.30 Hour	18 Hrs/Wk 15,257	1,167	0	0
Melissa	16.00 Hour	<u>17 Hrs/Wk</u> <u>14,144</u>	<u>1,082</u>	<u>0</u>	<u>0</u>
		150,234	11,493	7,915	7,915
Judge		<u>43,667</u>	<u>3,341</u>	<u>2,860</u>	<u>2,860</u>
		193,901	14,833	10,775	10,775

2019		Employee	Employer
Health Insurance:		Contribution	Contribution
	Dean		
Pam Health	18,342	2,201.04	16,140.96
Pam Dental	1,142	137.04	1,004.96
Terri Health	18,342	2,200.90	16,140.90
Terri Dental	1,142	137.04	1,004.96
Judge Health	18,342	9,170.90	9,170.9
Judge Dental	<u>1,142</u>	<u>571.00</u>	<u>571.00</u>
	58,452	14,417.92	44,033.68
Deductable Cost:	1000, 1000, 500		<u>2,500.00</u>
			46,533.68

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Description	Invoice GL Account	Invoice Amount	Check Amount
1ST AYD CORPORATION									
12/21/2018	64393	2	1ST AYD CORPORATION	PS1240815	1	UNDER BODY COATING FOR TRUCKS	10-533-530-310	174.26	174.26
Total 1ST AYD CORPORATION:									174.26
ADVANCED DISPOSAL SERVICES									
12/21/2018	64394	13	ADVANCED DISPOSAL SERVIC	NOV 2018	1	NOV 2018	10-546-530-481	64,982.92	64,982.92
Total ADVANCED DISPOSAL SERVICES:									64,982.92
AIRGAS USA LLC									
12/21/2018	64395	338	AIRGAS USA LLC	9957629655	1	CYLINDER RENTAL	10-533-530-310	9.60	9.60
Total AIRGAS USA LLC:									9.60
AMY BUCHMAN									
12/21/2018	64396	144	AMY BUCHMAN	2018 DEC T	1	CIVIC TRAINING REIM	10-514-530-780	59.52	59.52
12/21/2018	64396	144	AMY BUCHMAN	2018 DEC T	2	CIVIC TRAINING REIM	10-514-530-770	98.13	98.13
Total AMY BUCHMAN:									157.65
BANYON DATA SYSTEMS INC.									
12/21/2018	64397	81	BANYON DATA SYSTEMS INC.	00158237	1	POS TAX ENTRY SUPPORT	10-514-530-310	440.00	440.00
Total BANYON DATA SYSTEMS INC.:									440.00
BATTERIES PLUS LLC									
12/21/2018	64398	87	BATTERIES PLUS LLC	P8403905	1	BATTERY FOR JOHN DEERE TRACTOR	10-552-530-550	151.95	151.95
Total BATTERIES PLUS LLC:									151.95
BLISS COMMUNICATIONS INC									
12/21/2018	64399	115	BLISS COMMUNICATIONS INC	USPS MARK	1	2018 SPRING GAZETTE POSTAGE	10-518-530-340	1,701.72	1,701.72

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Total BLISS COMMUNICATIONS INC:									1,701.72
BOUND TREE MEDICAL LLC									
12/21/2018	64400	130	BOUND TREE MEDICAL LLC	83036728	1	MEDICAL SUPPLIES	10-523-530-386	676.80	676.80
12/21/2018	64400	130	BOUND TREE MEDICAL LLC	83036729	1	SANI-WIPES	10-523-530-386	37.95	37.95
Total BOUND TREE MEDICAL LLC:									714.75
BRIAN W & AMANDA HRON									
12/21/2018	64401	99992018	BRIAN W & AMANDA HRON	191054	1	2018 PROPERTY TAX REFUND	10-200-260-203	780.59	780.59
Total BRIAN W & AMANDA HRON:									780.59
BRUCE J. WIRTH									
12/21/2018	64402	2433	BRUCE J. WIRTH	DEC 2018 M	1	DEC 2018 MTG	10-520-510-110	50.00	50.00
Total BRUCE J. WIRTH:									50.00
CANON FINANCIAL SERVICES INC									
12/21/2018	64403	157	CANON FINANCIAL SERVICES I	19551416	1	copier usage	10-518-530-400	519.47	519.47
Total CANON FINANCIAL SERVICES INC:									519.47
CIVICPLUS									
12/21/2018	64404	179	CIVICPLUS	178640	1	WEBSITE ANNUAL FEES	10-100-160-162	4,584.95	4,584.95
Total CIVICPLUS:									4,584.95
CLIA LABORATORY PROGRAM									
12/21/2018	64405	185	CLIA LABORATORY PROGRAM	52D0986965	1	CLIA LABORATORY USER FEES	10-523-530-386	150.00	150.00
Total CLIA LABORATORY PROGRAM:									150.00
COMMUNITY MEMORIAL HOSPITAL									
12/21/2018	64406	193	COMMUNITY MEMORIAL HOSPI	1123	1	VARIOUS DRUGS	10-523-530-386	401.39	401.39
Total COMMUNITY MEMORIAL HOSPITAL:									401.39

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COMPASS MINERALS									
12/21/2018	64407	194	COMPASS MINERALS	354165	1	112 TONS OF ROAD SALT	10-542-530-353	7,826.56	7,826.56
Total COMPASS MINERALS:									7,826.56
CONWAY SHIELD									
12/21/2018	64408	2516	CONWAY SHIELD	0431340-IN	1	4 GEAR KEEPER CLIPS	10-522-530-541	109.46	109.46
Total CONWAY SHIELD:									109.46
CRAIG J & HEATHER ERTL									
12/21/2018	64409	99992018	CRAIG J & HEATHER ERTL	170030	1	2018 PROPERTY TAX REFUND	10-200-260-203	350.40	350.40
Total CRAIG J & HEATHER ERTL:									350.40
CRAMER MULTHAUF & HAMMES LLP									
12/21/2018	64410	212	CRAMER MULTHAUF & HAMME	799-0102M 3	1	General Haass/Lieds/TIF	10-518-530-570	1,378.12	1,378.12
12/21/2018	64410	212	CRAMER MULTHAUF & HAMME	799-0102M 3	2	NON REIM	10-563-530-411	625.63	625.63
12/21/2018	64410	212	CRAMER MULTHAUF & HAMME	799-0102M 3	3	REG LEGAL FEES	10-518-530-411	2,738.25	2,738.25
12/21/2018	64410	212	CRAMER MULTHAUF & HAMME	799-1101M 2	1	PLAN COMMISSION	10-563-530-411	236.25	236.25
12/21/2018	64410	212	CRAMER MULTHAUF & HAMME	799-1101M 2	2	NON REIM	10-563-530-411	90.00	90.00
12/21/2018	64410	212	CRAMER MULTHAUF & HAMME	799-1116M 1	1	TWIN PINE II-2018	10-563-530-412	562.50	562.50
Total CRAMER MULTHAUF & HAMMES LLP:									5,630.75
DARREN BECKER									
12/21/2018	64411	97	DARREN BECKER	P&F COMMI	1	POLICE & FIRE COMMISSION MTG	10-520-510-110	50.00	50.00
Total DARREN BECKER:									50.00
DARREN C BRION & SANDEEP BRION									
12/21/2018	64493	99992018	DARREN C BRION & SANDEEP	276010	1	2018 PROPERTY TAX REFUND	10-200-260-203	235.08	235.08
Total DARREN C BRION & SANDEEP BRION:									235.08
DAVID GROSS & JANE GROSS									
12/21/2018	64413	99992018	DAVID GROSS & JANE GROSS	276005	1	2018 PROPERTY TAX REFUND	10-200-260-203	67.69	67.69

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Total DAVID GROSS & JANE GROSS:									67.69
DENNIS PLOTECHER									
12/21/2018	64414	736	DENNIS PLOTECHER	DEC 2018 M	1	DEC 2018 MTG	10-520-510-110	25.00	25.00
Total DENNIS PLOTECHER:									25.00
EDWARD BROCKER									
12/21/2018	64415	1597	EDWARD BROCKER	DEC 2018 M	1	DECEMBER 2018 MTG	10-520-510-110	50.00	50.00
Total EDWARD BROCKER:									50.00
EH WOLF & SONS									
12/21/2018	64416	267	EH WOLF & SONS	714989	1	DIESEL	10-533-530-370	900.27	900.27
12/21/2018	64416	267	EH WOLF & SONS	814021	1	DIESEL	10-533-530-370	502.83	502.83
12/21/2018	64416	267	EH WOLF & SONS	814022	1	GAS	10-533-530-370	253.41	253.41
Total EH WOLF & SONS:									1,656.51
ELLIOT'S ACE HARDWARE									
12/21/2018	64417	271	ELLIOT'S ACE HARDWARE	813266	1	WATER EXCHANGE	10-552-530-314	13.98	13.98
Total ELLIOT'S ACE HARDWARE:									13.98
EMERGENCY APPARATUS									
12/21/2018	64418	278	EMERGENCY APPARATUS	102913	1	SERVICE ON #2661	10-522-530-440	797.41	797.41
Total EMERGENCY APPARATUS:									797.41
EXPERIAN									
12/21/2018	64419	297	EXPERIAN	1908059004	1	OCT 2018	10-518-530-735	60.30	60.30
Total EXPERIAN:									60.30
FALLS AUTO PARTS & SUPPLIES									
12/21/2018	64420	307	FALLS AUTO PARTS & SUPPLIE	574317	1	Oil, FILTERS,WIPERS	10-523-530-550	47.64	47.64
12/21/2018	64420	307	FALLS AUTO PARTS & SUPPLIE	574726	1	AMBO PARTS	10-523-530-550	83.45	83.45
12/21/2018	64420	307	FALLS AUTO PARTS & SUPPLIE	574746	1	PARTS FOR WASHER IN SHOP	10-552-530-318	599.99	599.99

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12/21/2018	64420	307	FALLS AUTO PARTS & SUPPLIE	574953	1	WIPER BLADES FOR 2686	10-522-530-550	4.99	4.99
12/21/2018	64420	307	FALLS AUTO PARTS & SUPPLIE	575220	1	TRANS DIP STICK	10-522-530-550	14.51	14.51
Total FALLS AUTO PARTS & SUPPLIES:									750.58
FIRE-RESCUE SUPPLY LLC									
12/21/2018	64421	321	FIRE-RESCUE SUPPLY LLC	7931	1	ANUAL RESCUE TOOL MAINTENANCE	10-522-530-440	995.00	995.00
Total FIRE-RESCUE SUPPLY LLC:									995.00
FROEDTERT HEALTH INC.									
12/21/2018	64422	343	FROEDTERT HEALTH INC.	4226-00	1	RANDOM ALCOHOL TESTING	10-533-530-445	50.00	50.00
Total FROEDTERT HEALTH INC.:									50.00
GARRETT L DIEBALL & MARY GUENZEL									
12/21/2018	64494	99992018	GARRETT L DIEBALL & MARY G	162980	1	2018 PROPERTY TAX REFUND	10-200-260-203	142.89	142.89
Total GARRETT L DIEBALL & MARY GUENZEL:									142.89
GENERAL COMMUNICATIONS INC									
12/21/2018	64424	366	GENERAL COMMUNICATIONS I	262414	1	INSTALL RADIO IN ENGINE & AMBO	10-522-530-550	832.50	832.50
Total GENERAL COMMUNICATIONS INC:									832.50
GINA GRESCH									
12/21/2018	64425	2520	GINA GRESCH	DEC REIM	1	MILEAGE	10-512-530-780	86.66	86.66
Total GINA GRESCH:									86.66
HAMILTON SCHOOL DISTRICT									
12/21/2018	64426	413	HAMILTON SCHOOL DISTRICT	NOV 2018	1	NOV 2018 PARKING FEES	10-200-250-462	4,276.85	4,276.85
Total HAMILTON SCHOOL DISTRICT:									4,276.85
HIPPENMEYER REILLY BLUM									
12/21/2018	64495	2483	HIPPENMEYER REILLY BLUM	46985	1	HAASS LAND SALE LEGAL SVCS	10-518-530-570	832.50	832.50

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Total HIPPENMEYER REILLY BLUM:									832.50
ITU ABSORB TECH INC.									
12/21/2018	64428	469	ITU ABSORB TECH INC.	7131883	1		10-516-530-440	71.48	71.48
12/21/2018	64428	469	ITU ABSORB TECH INC.	7141461	1		10-516-530-440	71.48	71.48
12/21/2018	64428	469	ITU ABSORB TECH INC.	7149784	1	CONTRACTED SERVICES	10-516-530-440	71.48	71.48
Total ITU ABSORB TECH INC.:									214.44
JAHNKE & JAHNKE ASSOCIATES INC									
12/21/2018	64429	477	JAHNKE & JAHNKE ASSOCIATE	88470	1	NOV 2018	10-563-530-420	1,300.16	1,300.16
12/21/2018	64429	477	JAHNKE & JAHNKE ASSOCIATE	88470	2	NON REIMB	10-563-530-430	2,607.76	2,607.76
Total JAHNKE & JAHNKE ASSOCIATES INC:									3,907.92
JAMES J CERNY									
12/21/2018	64430	99992018	JAMES J CERNY	0268996	2	2018 PROP TAX REFUND	10-200-260-203	149.73	149.73
12/21/2018	64430	99992018	JAMES J CERNY	272010	1	2018 PROPERTY TAX REFUND	10-200-260-203	181.75	181.75
Total JAMES J CERNY:									331.48
JASON S STEPHENS & LAURE STEPHENS									
12/21/2018	64496	99992018	JASON S STEPHENS & LAURE	257037	1	2018 PROPERTY TAX REFUND	10-200-260-203	155.61	155.61
Total JASON S STEPHENS & LAURE STEPHENS:									155.61
JAY PATTI & BRIDGET PATTI									
12/21/2018	64432	99992018	JAY PATTI & BRIDGET PATTI	168995006	1	2018 PROPERTY TAX REFUND	10-200-260-203	250.74	250.74
Total JAY PATTI & BRIDGET PATTI:									250.74
JEFFREY & REBECCA LIGHTFOOT									
12/21/2018	64497	2513	JEFFREY & REBECCA LIGHTFO	S295-18-12	1	BUILDING BOND REFUND	10-200-230-100	2,500.00	2,500.00
Total JEFFREY & REBECCA LIGHTFOOT:									2,500.00
JEFFREY KERANEN									
12/21/2018	64434	99992018	JEFFREY KERANEN	0266012	1	2018 PROP TAX REFUND	10-200-260-203	199.10	199.10

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Total JEFFREY KERANEN:									199.10
JENSEN EQUIPMENT CO. INC.									
12/21/2018	64435	483	JENSEN EQUIPMENT CO. INC.	J-629256	1	OIL	10-533-530-541	34.90	34.90
12/21/2018	64435	483	JENSEN EQUIPMENT CO. INC.	J-629256	2	GLOVES FOR PLOW TRUCKS	10-533-530-363	12.72	12.72
Total JENSEN EQUIPMENT CO. INC.:									47.62
JERRY'S TRANSMISSION SERVICE									
12/21/2018	64436	485	JERRY'S TRANSMISSION SERVI	0031781	1	2652 REPAIR AFTER INS REIMBURMENT	10-523-530-550	918.32	918.32
Total JERRY'S TRANSMISSION SERVICE:									918.32
JOSEPH & RAE ELLEN EBERLE									
12/21/2018	64437	99992018	JOSEPH & RAE ELLEN EBERL	220006	1	2018 PROPERTY TAX REFUND	10-200-260-203	412.05	412.05
Total JOSEPH & RAE ELLEN EBERLE:									412.05
JOHN & NICOLE HUCKSTORF									
12/21/2018	64438	99992018	JOHN & NICOLE HUCKSTORF	266020	1	2018 PROPERTY TAX REFUND	10-200-260-203	76.81	76.81
Total JOHN & NICOLE HUCKSTORF:									76.81
JOHN & RACHEL GRIEPENTROG									
12/21/2018	64439	99992018	JOHN & RACHEL GRIEPENTRO	179001	1	2018 PROPERTY TAX REFUND	10-200-260-203	194.84	194.84
Total JOHN & RACHEL GRIEPENTROG:									194.84
JOHN P MASON & AMY L MASON									
12/21/2018	64440	99992018	JOHN P MASON & AMY L MASO	211039	1	2018 PROPERTY TAX REFUND	10-200-260-203	325.37	325.37
Total JOHN P MASON & AMY L MASON:									325.37
JOSHUA & INDIA FINKE									
12/21/2018	64441	2512	JOSHUA & INDIA FINKE	S493-17-20	1	BUILDING BOND REFUND	10-200-230-100	2,500.00	2,500.00
Total JOSHUA & INDIA FINKE:									2,500.00

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JOURNAL COMMUNITY PUBLISHING									
12/21/2018	64442	495	JOURNAL COMMUNITY PUBLIS	5TOWNLL-5-	1	PUBLICATIONS	10-518-530-360	243.23	243.23
Total JOURNAL COMMUNITY PUBLISHING:									243.23
JX ENTERPRISES INC.									
12/21/2018	64443	499	JX ENTERPRISES INC.	1254630P	1	SLUSH FLOOR MATS & HUB COVERS	10-533-530-550	101.15	101.15
Total JX ENTERPRISES INC.:									101.15
KALEIDOSCOPE GRAPHICS									
12/21/2018	64444	501	KALEIDOSCOPE GRAPHICS	142880	1	FALL NEWSLETTER	10-518-530-350	1,522.00	1,522.00
Total KALEIDOSCOPE GRAPHICS:									1,522.00
KELLEY SHARON									
12/21/2018	64445	2517	KELLEY SHARON	NOV/DEC T	1	MILEAGE	10-514-530-780	165.02	165.02
12/21/2018	64445	2517	KELLEY SHARON	NOV/DEC T	2	MEALS	10-514-530-770	95.63	95.63
Total KELLEY SHARON:									260.65
KERSHEK LAW OFFICES									
12/21/2018	64446	509	KERSHEK LAW OFFICES	12/18 18333	1	PROSECUTORIAL SERVICES	10-518-530-412	750.00	750.00
Total KERSHEK LAW OFFICES:									750.00
KRIS PORTER									
12/21/2018	64447	2518	KRIS PORTER	CIVIC TRAIN	1	CIVIC TRAINING REIM	10-514-530-780	81.75	81.75
12/21/2018	64447	2518	KRIS PORTER	CIVIC TRAIN	2	MEALS REIM	10-514-530-770	10.53	10.53
Total KRIS PORTER:									92.28
KUNKEL ENGINEERING GROUP									
12/21/2018	64448	370	KUNKEL ENGINEERING GROUP	02232269	1	CHESTNUT HILLS STORMWATER EXTENSION	90-563-530-440	2,038.13	2,038.13
12/21/2018	64448	370	KUNKEL ENGINEERING GROUP	0232261	1	GOOD HOPE RESURFACE	70-533-570-820	2,872.31	2,872.31
12/21/2018	64448	370	KUNKEL ENGINEERING GROUP	0232267	1	2018 RESURFACE	70-533-570-820	858.00	858.00
Total KUNKEL ENGINEERING GROUP:									5,768.44

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LAKESIDE INTERNATIONAL									
12/21/2018	64449	547	LAKESIDE INTERNATIONAL	3067277P	1	HUB COVERS REAR AXLE #5	10-533-530-550	37.68	37.68
Total LAKESIDE INTERNATIONAL:									37.68
LARK UNIFORM OUTFITTERS INC									
12/21/2018	64450	556	LARK UNIFORM OUTFITTERS I	279119	1	FD SHIRTS	10-522-530-381	73.85	73.85
12/21/2018	64450	556	LARK UNIFORM OUTFITTERS I	279618	1	BADGES	10-522-530-381	131.90	131.90
Total LARK UNIFORM OUTFITTERS INC:									205.75
LEO E KUJAT & RITA L KUJAT									
12/21/2018	64451	99992018	LEO E KUJAT & RITA L KUJAT	217060	1	2018 PROPERTY TAX REFUND	10-200-260-203	209.91	209.91
Total LEO E KUJAT & RITA L KUJAT:									209.91
LISBON SANITARY DISTRICT #1									
12/21/2018	64452	575	LISBON SANITARY DISTRICT #1	NOV 2018	1	FIRE FLOW TOTALS	10-522-530-725	29.28	29.28
Total LISBON SANITARY DISTRICT #1:									29.28
MARK YEAGER & MARY BETH YEAGER									
12/21/2018	64498	99992018	MARK YEAGER & MARY BETH	211034	1	2018 PROPERTY TAX REFUND	10-200-260-203	313.75	313.75
Total MARK YEAGER & MARY BETH YEAGER:									313.75
MATTHEW A FLACH & RACHEL GRIEPENTROG									
12/21/2018	64499	99992018	MATTHEW A FLACH & RACHEL	288990	1	2018 PROPERTY TAX REFUND	10-200-260-203	1.64	1.64
Total MATTHEW A FLACH & RACHEL GRIEPENTROG:									1.64
MENARDS -- GERMANTOWN									
12/21/2018	64455	608	MENARDS -- GERMANTOWN	53872	1	BUILD BOX AROUND AIR COMPRESSOR	10-533-530-520	170.37	170.37
Total MENARDS -- GERMANTOWN:									170.37
MENARDS -- PEWAUKEE									
12/21/2018	64456	607	MENARDS -- PEWAUKEE	35672	1	SEALANT FOR ICE RINK	10-552-530-313	34.99	34.99
12/21/2018	64456	607	MENARDS -- PEWAUKEE	35672	2	SUPPLIES FOR TRUCKS	10-552-530-550	30.69	30.69

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12/21/2018	64456	607	MENARDS -- PEWAUKEE	36573	1	SHOP TOOLS	10-552-530-318	99.80	99.80
12/21/2018	64456	607	MENARDS -- PEWAUKEE	36837	1	LUMBER FOR BOX AROUND COMPRESSOR	10-533-530-520	22.24	22.24
Total MENARDS -- PEWAUKEE:									187.72
MERRY MAIDS									
12/21/2018	64457	612	MERRY MAIDS	64660041	1	CONTRACTED SERVICES	10-518-530-440	218.00	218.00
Total MERRY MAIDS:									218.00
MICHAEL BRUSSO									
12/21/2018	64458	99992018	MICHAEL BRUSSO	192065	1	2018 PROPERTY TAX REFUND	10-200-260-203	86.78	86.78
Total MICHAEL BRUSSO:									86.78
MICHAEL F WILDE									
12/21/2018	64459	99992018	MICHAEL F WILDE	0259998001	1	2018 PROP TAX REFUND	10-200-260-203	21.23	21.23
Total MICHAEL F WILDE:									21.23
MID-AMERICAN RESEARCH									
12/21/2018	64460	620	MID-AMERICAN RESEARCH	0643614-IN	1	SUPER-ZYME & ODOR COUNTERACTANT	10-552-530-314	405.70	405.70
Total MID-AMERICAN RESEARCH:									405.70
NATIONAL TROPHY & AWARDS									
12/21/2018	64461	660	NATIONAL TROPHY & AWARDS	7417	1	105225303200	10-552-530-314	72.50	72.50
Total NATIONAL TROPHY & AWARDS:									72.50
ONE CLICK COMPUTERS									
12/21/2018	64462	693	ONE CLICK COMPUTERS	94008	1	SYNOLOGY DS1517 & NAS SERVER	10-100-160-162	3,499.97	3,499.97
12/21/2018	64462	693	ONE CLICK COMPUTERS	94143	1	REMOTE & ANTIVIRUS SOFTWARE	10-100-160-162	1,504.56	1,504.56
12/21/2018	64462	693	ONE CLICK COMPUTERS	94144	1	CLOUD BACKUP	10-100-160-162	70.00	70.00
Total ONE CLICK COMPUTERS:									5,074.53
PAYNE & DOLAN INC.									
12/21/2018	64463	709	PAYNE & DOLAN INC.	PAYMENT #3	1	2018 RESURFACING PRGM PAYMENT #3	70-533-570-820	234,529.84	234,529.84

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Description	Invoice GL Account	Invoice Amount	Check Amount
Total PAYNE & DOLAN INC.:									234,529.84
PIGGLY WIGGLY									
12/21/2018	64464	726	PIGGLY WIGGLY	ELECTION F	1	ELECTION DAY FOOD	10-513-530-310	271.37	271.37
Total PIGGLY WIGGLY:									271.37
RANDY ZELHOFER									
12/21/2018	64465	2515	RANDY ZELHOFER	MAILBOX	1	DAMAGE TO MAILBOX	10-533-530-310	25.00	25.00
Total RANDY ZELHOFER:									25.00
REINDERS INC.									
12/21/2018	64466	775	REINDERS INC.	1764322	1	BUSHINGS & FILTERS FOR GROUNDMASTER	10-552-530-541	58.24	58.24
12/21/2018	64466	775	REINDERS INC.	1764433	1	PULLEY-IDLERS	10-552-530-541	106.48	106.48
Total REINDERS INC.:									164.72
RELIANT FIRE APPARATUS INC.									
12/21/2018	64467	776	RELIANT FIRE APPARATUS INC.	118-20516	1	VALVES FOR 2662	10-522-530-550	1,383.14	1,383.14
12/21/2018	64467	776	RELIANT FIRE APPARATUS INC.	118-20422	1	UNDERBODY RINSER	10-522-530-541	650.00	650.00
Total RELIANT FIRE APPARATUS INC.:									2,033.14
RICHARD & ANNE TROJAN									
12/21/2018	64468	99992018	RICHARD & ANNE TROJAN	223009	1	2018 PROPERTY TAX REFUND	10-200-260-203	205.61	205.61
Total RICHARD & ANNE TROJAN:									205.61
RICHARD MERKWAE & LINDA MERKWAE									
12/21/2018	64500	99992018	RICHARD MERKWAE & LINDA M	217054	1	2018 PROPERTY TAX REFUND	10-200-260-203	226.58	226.58
Total RICHARD MERKWAE & LINDA MERKWAE:									226.58
RICHARD OSTERMAN									
12/21/2018	64470	2521	RICHARD OSTERMAN	NOV 2018 R	1	SUPPLIES FOR COMPOST SITE	35-561-530-310	17.59	17.59

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Description	Invoice GL Account	Invoice Amount	Check Amount
Total RICHARD OSTERMAN:									17.59
RICHARD S TULA									
12/21/2018	64471	99992018	RICHARD S TULA	0216056	1	2018 PROP TAX REFUND	10-200-260-203	257.85	257.85
Total RICHARD S TULA:									257.85
RITTER TECHNOLOGY LLC									
12/21/2018	64472	787	RITTER TECHNOLOGY LLC	W56425-001	1	SUPPLIES FOR AIR COMPRESSOR	10-533-530-520	159.69	159.69
Total RITTER TECHNOLOGY LLC:									159.69
ROBERT PLOTZ & MARY ANN PLOTZ									
12/21/2018	64501	99992018	ROBERT PLOTZ & MARY ANN P	259041	1	2018 PROPERTY TAX REFUND	10-200-260-203	151.43	151.43
Total ROBERT PLOTZ & MARY ANN PLOTZ:									151.43
RURAL MUTUAL INSURANCE CO									
12/21/2018	64474	798	RURAL MUTUAL INSURANCE C	2019 ANNUA	1	2019 ANNUAL DUES	10-100-160-162	37,985.00	37,985.00
Total RURAL MUTUAL INSURANCE CO:									37,985.00
SHAWN'S DEER PICK UP									
12/21/2018	64475	837	SHAWN'S DEER PICK UP	NOV 2018	1	RIP DWAYNE & EARL	10-533-530-440	104.00	104.00
Total SHAWN'S DEER PICK UP:									104.00
SHORT ELLIOTT HENDRICKSON INC									
12/21/2018	64476	842	SHORT ELLIOTT HENDRICKSO	358349	1	164 WATER SEEWER STUDY	10-563-530-430	634.07	634.07
Total SHORT ELLIOTT HENDRICKSON INC:									634.07
STRYKER SALES CORPORATION									
12/21/2018	64477	886	STRYKER SALES CORPORATIO	2529689	1	SUPPLIES	10-523-530-386	199.74	199.74
Total STRYKER SALES CORPORATION:									199.74

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Description	Invoice GL Account	Invoice Amount	Check Amount
SUSSEX ACE HARDWARE									
12/21/2018	64478	7	SUSSEX ACE HARDWARE	182609	1	sUPPLIES	10-522-530-541	14.81	14.81
12/21/2018	64478	7	SUSSEX ACE HARDWARE	182703	1	STRAP	10-522-530-541	8.99	8.99
12/21/2018	64478	7	SUSSEX ACE HARDWARE	182710	1	BOLTS FOR MOUNTING NEW STARTER ON #16	10-533-530-550	10.20	10.20
12/21/2018	64478	7	SUSSEX ACE HARDWARE	182719	1	IED MINI 300CT	10-522-530-520	23.99	23.99
12/21/2018	64478	7	SUSSEX ACE HARDWARE	182760	1	HARDWARE	10-522-530-541	2.00	2.00
12/21/2018	64478	7	SUSSEX ACE HARDWARE	182913	1	LIGHTS FOR CHRISTMAS TREE	10-522-530-310	166.23	166.23
12/21/2018	64478	7	SUSSEX ACE HARDWARE	182919	1	RED CHRISTMAS LIGHTS FOR TREE LIGHTING	10-522-530-310	11.97	11.97
12/21/2018	64478	7	SUSSEX ACE HARDWARE	182962	1	THREADED BLACK PIPE	10-533-530-520	6.23	6.23
12/21/2018	64478	7	SUSSEX ACE HARDWARE	183155	1	ELEC SUPPLIES	10-533-530-520	15.26	15.26
Total SUSSEX ACE HARDWARE:									259.68
SUSSEX AREA CHAMBER OF									
12/21/2018	64479	890	SUSSEX AREA CHAMBER OF	201960	1	2019 MEMBERSHIP	10-518-530-410	120.00	120.00
Total SUSSEX AREA CHAMBER OF:									120.00
TERESA PELT									
12/13/2018	64344	712	TERESA PELT	NOV 2018 E	1	28 HOURS	10-513-510-110	260.96-	260.96- V
Total TERESA PELT:									260.96-
THERESA M TREMMEL ANDERSON									
12/21/2018	64480	99992018	THERESA M TREMMEL ANDER	0219990	1	2018 PROP TAX REFUND	10-200-260-203	578.74	578.74
Total THERESA M TREMMEL ANDERSON:									578.74
THOMAS KENDERISH & AMY J KENDERISH									
12/21/2018	64502	99992018	THOMAS KENDERISH & AMY J	170041	1	2018 PROPERTY TAX REFUND	10-200-260-203	92.27	92.27
Total THOMAS KENDERISH & AMY J KENDERISH:									92.27
TIM ZIEGLER									
12/21/2018	64482	2477	TIM ZIEGLER	DEC 2018 M	1	DEC 2018 MTG	10-520-510-110	50.00	50.00
Total TIM ZIEGLER:									50.00

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Description	Invoice GL Account	Invoice Amount	Check Amount
TRI-TOM LLC									
12/21/2018	64483	2342	TRI-TOM LLC	0958	1	SHIPPING OF RETURNED LIGHT	10-522-530-550	9.43	9.43
Total TRI-TOM LLC:									9.43
ULINE SHIPPING SUPPLY									
12/21/2018	64484	2346	ULINE SHIPPING SUPPLY	103659131	1	SAFETY SUPPLIES	10-522-530-541	264.94	264.94
Total ULINE SHIPPING SUPPLY:									264.94
UNEMPLOYMENT INSURANCE									
12/21/2018	64485	2348	UNEMPLOYMENT INSURANCE	9290725	1		10-518-530-390	43.52	43.52
Total UNEMPLOYMENT INSURANCE:									43.52
UNIFIRST CORPORATION									
12/21/2018	64486	2349	UNIFIRST CORPORATION	1046159	1	SUPPLIES	10-533-530-363	65.20	65.20
12/21/2018	64486	2349	UNIFIRST CORPORATION	1048410	1	CONTRACTED SERVICES	10-533-530-363	65.20	65.20
Total UNIFIRST CORPORATION:									130.40
VIERBICHER ASSOCIATES INC									
12/21/2018	64487	2374	VIERBICHER ASSOCIATES INC	00003	1	REIM	10-563-530-420	2,851.14	2,851.14
12/21/2018	64487	2374	VIERBICHER ASSOCIATES INC	00003	2	NON REIMB	10-563-530-430	3,788.88	3,788.88
Total VIERBICHER ASSOCIATES INC:									6,640.02
VILLAGE OF SUSSEX									
12/21/2018	64488	2376	VILLAGE OF SUSSEX	4345	1	SEPT/OCT CITATION PROCESSING	10-521-530-441	489.84	489.84
Total VILLAGE OF SUSSEX:									489.84
WAUKESHA COUNTY									
12/21/2018	64489	2389	WAUKESHA COUNTY	2018-000002	1	NOV 2018 PRISONER HOUSING	10-521-530-440	17.14	17.14
Total WAUKESHA COUNTY:									17.14
WAUKESHA CTY TREASURERS OFFICE									
12/21/2018	64490	2393	WAUKESHA CTY TREASURERS	2018-000002	1	RADIO SERVICES	10-522-530-541	600.00	600.00

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Description	Invoice GL Account	Invoice Amount	Check Amount
Total WAUKESHA CTY TREASURERS OFFICE:									600.00
WESSLEY TRUST									
12/21/2018	64491	99992018	WESSLEY TRUST	263028	1	2018 PROPERTY TAX REFUND	10-200-260-203	274.66	274.66
Total WESSLEY TRUST:									274.66
WI DEPARTMENT OF JUSTICE									
12/21/2018	64492	2427	WI DEPARTMENT OF JUSTICE	NOV 2018	1	BACK GROUND CHECKS	10-518-530-440	21.00	21.00
Total WI DEPARTMENT OF JUSTICE:									21.00
Grand Totals:									413,762.57

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-100-110-1001	.00	.00	.00
10-100-160-1620	47,644.48	.00	47,644.48
10-200-210-1000	260.96	173,707.66-	173,446.70-
10-200-230-1000	5,000.00	.00	5,000.00
10-200-250-4620	4,276.85	.00	4,276.85
10-200-260-2030	5,943.10	.00	5,943.10
10-512-530-7800	86.66	.00	86.66
10-513-510-1100	.00	260.96-	260.96-
10-513-530-3100	271.37	.00	271.37
10-514-530-3100	440.00	.00	440.00
10-514-530-7700	204.29	.00	204.29
10-514-530-7800	306.29	.00	306.29
10-516-530-4400	214.44	.00	214.44
10-518-530-3400	1,701.72	.00	1,701.72
10-518-530-3500	1,522.00	.00	1,522.00
10-518-530-3600	243.23	.00	243.23
10-518-530-3900	43.52	.00	43.52
10-518-530-4000	519.47	.00	519.47

GL Account	Debit	Credit	Proof
10-518-530-4100	120.00	.00	120.00
10-518-530-4110	2,738.25	.00	2,738.25
10-518-530-4120	750.00	.00	750.00
10-518-530-4400	239.00	.00	239.00
10-518-530-5700	2,210.62	.00	2,210.62
10-518-530-7350	60.30	.00	60.30
10-520-510-1100	225.00	.00	225.00
10-521-530-4407	17.14	.00	17.14
10-521-530-4410	489.84	.00	489.84
10-522-530-3100	178.20	.00	178.20
10-522-530-3810	205.75	.00	205.75
10-522-530-4400	1,792.41	.00	1,792.41
10-522-530-5200	23.99	.00	23.99
10-522-530-5410	1,650.20	.00	1,650.20
10-522-530-5500	2,244.57	.00	2,244.57
10-522-530-7250	29.28	.00	29.28
10-523-530-3860	1,465.88	.00	1,465.88
10-523-530-5500	1,049.41	.00	1,049.41
10-533-530-3100	208.86	.00	208.86
10-533-530-3630	143.12	.00	143.12
10-533-530-3700	1,656.51	.00	1,656.51
10-533-530-4400	104.00	.00	104.00
10-533-530-4450	50.00	.00	50.00
10-533-530-5200	373.79	.00	373.79
10-533-530-5410	34.90	.00	34.90
10-533-530-5500	149.03	.00	149.03
10-542-530-3530	7,826.56	.00	7,826.56
10-546-530-4810	64,982.92	.00	64,982.92
10-552-530-3130	34.99	.00	34.99
10-552-530-3140	492.18	.00	492.18
10-552-530-3180	699.79	.00	699.79
10-552-530-5410	164.72	.00	164.72
10-552-530-5500	182.64	.00	182.64
10-563-530-4110	951.88	.00	951.88
10-563-530-4120	562.50	.00	562.50
10-563-530-4200	4,151.30	.00	4,151.30
10-563-530-4300	7,030.71	.00	7,030.71
35-200-210-1000	.00	17.59-	17.59-
35-561-530-3100	17.59	.00	17.59
70-200-210-1000	.00	238,260.15-	238,260.15-

GL Account	Debit	Credit	Proof
70-533-570-8200	238,260.15	.00	238,260.15
90-200-210-1000	.00	2,038.13-	2,038.13-
90-563-530-4400	2,038.13	.00	2,038.13
Grand Totals:	414,284.49	414,284.49-	.00

TOP 5 EXPENDITURES

Dated: _____	PAYNE & DOLAN	\$234,529.84	Annual Road Paving Program Payment #3
Chairman: _____	ADVANCE DISPOSAL	\$64,982.92	November Refuse & Recycling Services
Board Member #1: _____	RURAL MUTUAL	\$37,985.00	Property & Liability Insurance
Board Member #2: _____	COMPASS MATERIALS	\$7,826.56	Road Salt
Board Member #3: _____	VIERBICHER	\$6,640.02	October Town Planner Services
Board Member #4: _____			

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"



000035

TOWN OF LISBON
W234 N8676 Woodside Rd.
Lisbon, WI 53089

Thursday, December 27, 2018

Dear Board Members:

This is to notify you of the Town of Lisbon meetings, office closures and elections from **January 15, 2019 through February 25, 2019** at the Town Hall, W234N8676 Woodside Road, unless indicated otherwise.

Monday, January 14, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M.
Wednesday, January 16, 2019	Sanitary District Committee at 7:30 P.M.
Monday, January 21, 2019	Park Committee at 6:30 P.M. (Richard Jung Memorial Fire Station)
Monday, January 28, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M.
Monday, February 11, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M.
Thursday, February 14, 2019	Plan Commission at 6:30 P.M.
Monday, February 18, 2019	Park Committee at 6:30 P.M. (Richard Jung Memorial Fire Station)
Tuesday, February 19, 2019	SPRING PRIMARY ELECTION (if needed)
Wednesday, February 20, 2019	Sanitary District Committee at 7:30 P.M.
Monday, February 25, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M.

Sincerely,

Gina C. Gresch, MMC/WCPC
Town of Lisbon Administrator

NOTICE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meetings to gather information: no action will be taken by any governmental body at the above-stated meetings other than the governmental body specifically referred to above in this notice. (All meetings are subject to change or cancellation)

ELECTRONICS & APPLIANCE

Recycling Event

SATURDAY, JANUARY 12TH
9AM - NOON



Village of Hartland • 701 Progress Drive, Hartland



Appliances

- Air conditioners
- Dehumidifiers
- Dishwashers
- Dryers and washers
- Freezers
- Microwaves
- Ovens and ranges
- Refrigerators
- Stoves
- Water coolers
- Water heaters



Home Goods

- Clothing, shoes, and accessories
- Jewelry
- Books
- Housewares
- Collectibles, antiques, and other giftware
- Hand tools and small power tools
- Domestics: linens, blankets, etc.
- Games, toys, and sports equipment



E-Waste

Eligible Electronic Devices including:

- iPads
- Gaming Systems, Digital Cameras
- Flat screen monitors
- E-readers
- Computers (including desktop, laptop, netbook, tablets, thin clients, and household servers)
- Desktop printers (including those that scan, fax and/or copy, and 3-D)
- Fax machines
- Computer accessories (keyboards, mice, speakers, external hard drives and flash drives)
- DVD players, VCRs and other video players (i.e. DVRs)
- Stereos
- Cell phones
- Telephones



Other items (for a fee)

- TVs (\$25 each)
- CRT Computer Monitors (\$10 each)
- Secure document destruction or paper for shredding (\$5 per banker's box)



goodwillecycle.com



waukeshacounty.gov/recycling



To the Town of Lisbon
 Lisbon Town Hall
 W234 N8676 Woodside Rd
 Sussex, Wis 53089

To the Town Board, etc... It was a really nice outing to the Iron Side Golf Course for the annual appreciation party, nice to be among these people that make the historic Town of Lisbonhistorically since April 1842...

I have an open invitation to the board, etc to

just call me and have a look see on how the local area historical society museum display is working to store, display, have available history of the local communities, Sussex, LISBON, Lannon. My home phone is 262-246-3603...some day, evening, I personally would like to host a show and tell..where it is...etc...

But again thank you for wife June and myself...great supper,

Sussex, Lisbon historian Fred H Keller

Fred H Keller

*Ps Will miss participating
 in Lisbon Annual
 Community Park Event
 loved to give out area fossil
 to the young kids attending
 FHK*

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Select category ▼

Bidding extended on **Open items** for 10 minutes since last bid.

[Previous Item](#) | [Next](#) | [All](#) | [Return](#)

RECEIVED
 DEC 20 2018
 TOWN OF LISBON

[Lost Password](#)

21K

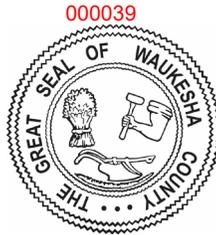
Like



TO WHOM IT MAY CONCERN:

I RECENTLY WAS IN THE MARKET TO PURCHASE A NEW LARGER MOWER. I FOUND ONLINE THAT THE TOWN OF LISBON HAD A USED MOWER ON AN AUCTION SITE. I CONTACTED A JOHN GREITEN AT LISBON COMMUNITY PARK. INSPECTION WAS FROM 8AM TO 2PM M-F. I TOLD JOHN I WAS UNABLE TO INSPECT DURING THE WEEK DUE TO MY JOB. HE INDICATED IT WOULD BE NO PROBLEM TO MEET SATURDAY MORNING. I WAS VERY IMPRESSED WITH THE UNIT'S CONDITION, THE RECORDS OF MAINTENANCE AND REPAIR WERE IMPECCABLE! I PURCHASED THE MACHINE THROUGH THE AUCTION AND AM VERY PLEASED. AS A LIFELONG RESIDENT OF THE TOWN OF LISBON I AM PROUD OF THE STANDARD AT WHICH WE MAINTAIN OUR COMMUNITIES ASSETS. THANKS AGAIN!

JOHN METSA
 W220N6913 TOWNLINE
 SOSSET WI 53089



****DPW WILL CONTINUE TO PICK UP TREES AND WILL BE BURNING THEM AS ADVISED BY WAUKESHA COUNTY****

RECEIVED
By Gina Gresch at 1:38 pm, Jan 04, 2019

Waukesha County

Department of Parks and Land Use

Contact: Analiese Smith
Phone: 262-896-8014

FOR IMMEDIATE RELEASE
Date: Friday, January 4, 2019

RESIDENTS ASKED TO BURN OR BAG LIVE EVERGREEN DECORATIONS TO PREVENT INVASIVE SPECIES SPREAD

(WAUKESHA, WI) – Waukesha County encourages residents to burn or bag and landfill their natural evergreen trees, wreaths, swags and other holiday decorations with foliage after highly invasive beetles were found on many items sold at large chain stores in Wisconsin this holiday season.

State tree inspectors found an insect called elongate hemlock scale, or EHS. EHS saps nutrients as it feeds on the underside of conifer needles, and threatens Wisconsin's Christmas tree farms, native hemlock and balsam fir forests, and ornamental conifers in yards and parks.

“When it’s time to dispose of your live evergreen holiday decor, don’t put them on the compost pile or set the greens out for brush collection. Burn them if you can. If you can’t do that, bag them and send them to the landfill,” advised Brian Kuhn, director of the Plant Industry Bureau in the Wisconsin Department of Agriculture, Trade and Consumer Protection. “EHS has survived in the northeastern U.S., so winter weather will not kill it. As a result, if you compost this material, the insects may well attack conifers in your yard or neighborhood, and spread from there.”

EHS has a complex life cycle, going through several growth stages. After hatching from eggs, “crawlers” begin feeding on the underside of needles and secrete a cover around themselves as they grow, creating the “scale” that is visible. The crawlers may establish new infestations. Wind and birds may also disperse infestations to new trees.

EHS is very hard to control with pesticides, because it has overlapping generations with crawlers present all year long, and because the insects are protected by their hard, waxy coverings. EHS feeds on more than 40 conifer species, with hemlock, spruces and firs being among the most susceptible.

Residents should check with their local municipality regarding burning regulations. For more information about elongate hemlock scale, visit: https://datcp.wi.gov/Pages/Programs_Services/EHS.aspx

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RECEIVED

By Gina Gresch at 9:57 am, Jan 02, 2019

Waukesha County

Department of Parks and Land Use

Contact: Steve Todd
Phone: 262-896-8300

FOR IMMEDIATE RELEASE
Date: Wednesday, January 2, 2019

WAUKESHA COUNTY OFFERS RADON TEST KITS TO COMBAT LEADING CAUSE OF LUNG CANCER AMONG NON-SMOKERS

Test Your Home During National Radon Action Month

(WAUKESHA, WI) – Thousands of homes in southeast Wisconsin have elevated levels of radon, a radioactive gas known to cause lung cancer. Waukesha County health officials are encouraging homeowners to protect themselves against this common health risk during National Radon Action Month in January by offering affordable radon test kits and other mitigation resources to residents.

“It takes just \$10 and a simple radon test to know whether your home is safe,” stated Waukesha County Executive Paul Farrow. “Test kits are available either through the County or at your local hardware store. Even if you do have an issue, mitigating radon concerns are relatively easy and inexpensive and have huge impacts on residents’ health.”

Radon is an odorless radioactive gas that is naturally present in the ground and can enter buildings through their foundations. Both old and newer homes can be susceptible to radon. Between 40 and 50 percent of homes tested in Southeast Wisconsin have elevated airborne concentrations on the main living level where people spend the most time, according to state data. An estimated 20,000 lung cancer deaths are caused by radon annually among non-smokers, according to reports by the Environmental Protection Agency and the U.S. Surgeon General.

Thousands of radon mitigation systems are installed in existing homes in Southeast Wisconsin each year. There are more than 90 nationally certified radon mitigation contractors in Wisconsin, and more than 30 of those contractors are in Southeast Wisconsin. New construction should include features recommended by the National Association of Home Builders to reduce radon entry.

For information about radon in Wisconsin, visit: www.lowradon.org

About the Environmental Health Division

The Waukesha County Department of Parks and Land Use – Environmental Health Division serves as The Southeastern Wisconsin Radon Information Center on behalf of Waukesha, Racine, and Milwaukee Counties. Radon test kits are available through many local home supply stores, through the Department by calling 262-896-8300, or your local public health agency. For more information on radon testing, visit: <https://www.waukeshacounty.gov/landandparks/environmental-health/radon/radon-testing/>





ADMINISTRATOR REPORT

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, January 10, 2019

IMPACT FEES

While reviewing the General Ledger accounts to make sure they balance, I found that the Impact Fees account does not balance. After much research by Clerk Green, we've determined that due to the old accounting software's limitations, we are not able to match up all land divisions to payments made. In relation to this, the Town should be updating its Impact Fees Needs Analysis this year, since it's been more than 10 years since that was last completed. Planner Lindstrom will be drafting a plan and estimate of what it will take to do that work, which will be on a future agenda.

ANNEXATIONS/DETACHMENTS

The Town received two annexation/detachment petitions, one from Merton (Halquist) the other from Sussex (Grass), both within the terms of the border agreement. Based on the established procedure the Town has 45 days to adopt an ordinance from the date the Village adopts their ordinance.

The Village of Merton Board will be adopting their ordinance on January 17; the Village of Sussex on January 22. The Town's related ordinances will be on the February 11 Town Board agenda.

On the next page is the spreadsheet tracking the 2019 annexations and tax payments the Villages must pay to the Town per statute. The 2018 tax amounts are in there only as an estimate/placeholder. The five years' worth of taxes will be calculated on the 2019 rate in the fall.

PAULINE HAASS LAND SUBDIVISION PLAN STAFF MEETING

We held an internal "Plan Staff" meeting with all Town departments and Waukesha County yesterday. It was the first type of meeting we've held like this and it went very well. Each department gave the developer their input which they were appreciative of. This should streamline the Plan Commission's first official review as well as the review process of the legal documents.



000042

BUILDING INSPECTOR REPORT

PREPARED BY: Bryan Oelhafen, Building Inspector

REPORT DATE: Friday, December 28, 2018

	2017	2018	DIFFERENCE
	JANUARY - DECEMBER		
TOTAL PERMITS	803	751	-52
TOTAL NEW HOME PERMITS	30	33	3



000043

TOWN CLERK REPORT

PREPARED BY: Dan Green, Town Clerk

REPORT DATE: Monday, January 14, 2019

Elections Update

The Town of Lisbon will not be holding a February Primary for local, school, or state offices. The next Election will be April 2, 2019 and will have local offices including Supervisors #2, #4 and Town Chairman. The April Election marks the only election being held in 2019.

Clerk's Office Update

Renewal letters are being prepared for the new year including Mineral Extraction, Salvage, Gun Club, Liquor and Cigarettes. The Clerk's Office has been issuing a lot of dog licenses as tax collection is under way. The dog license renewal letter was received well by residents and made licensing in the office a much smoother process with 455 dog licenses being issued since December 10. Park rental applications have also been picking up with Spring around the corner. Plan Commission applications are also on the rise with the new year with five new applicants in the last two weeks.

DECEMBER 2018 DPW MONTHLY REPORT



TOWN BOARD & ADMINISTRATOR,

- Staff was out 9 times throughout the month for snow plowing and de-icing operations.
 - Staff washed all trucks between winter weather events.
 - Staff performed repairs and preventive maintenance on trucks and equipment when needed.
 - Staff continued working on our tree cutting list.
 - Staff worked on replacing road signs that have lost their reflectivity or are checked.
 - Staff relocated the air compressor at the DPW, moved our hydraulic table and started to re-organize the parts room at the DPW, all in an effort to make the shop more user friendly.
 - Staff hung items at the town hall and ran wiring for the security system.
 - Staff cleaned catch basin grates ahead of rain events throughout the month.
 - Staff participated in a webinar on our Diesel Laptops scanning equipment.
-
- I attended the monthly WCPWA luncheon.
 - I started to meet with contractors regarding the grinding of the material at the compost site.
 - I participated in the webinar with Diesel Laptops.
 - I was out with staff during the 9 winter weather events in December.
 - I worked with staff on the town hall electric for the security system, scanning of trucks, truck maintenance, and working in the shop making it more user friendly.

**REGARDS,
JOE DE STEFANO JR.
DPW DIRECTOR**

2018 Q4 Treasurer's Report

Tax Collection

In December we collected:		So far in Jan we've collected:	
Town Hall	\$ 7,334,660.03		\$ 826,092.72
Bank	<u>\$ 4,378,447.51</u>		<u>\$ 214,344.89</u>
Total	\$ 11,713,107.54 (10% more than last year)		\$ 1,040,437.61

- * Daily Bank Upload
- * Able to use the small window w/ purchased computer for front desk
- * Remote Deposit is awesome! (only had to go to the bank 3 times with cash payments)
- * Tax collection as a whole is going smoothly.

New in 2018

Motor Fuel Tax Refund Claim

Started filing in 2018 (hadn't been done since 2013 or 2014)

2018 Q1 & Q2	\$ 543.84
2018 Q3	\$ 373.58
2018 Q4	<u>\$ 169.64</u>
Total 2018 Refund	\$ 1,087.06

New Investments

- * CDs were set on auto renew at very low rates
- * All available CDs that were not being held as collateral were reinvested to higher yielding investments in Sept/Oct 2018

2017 & Part of 2018	8 CDs (4 at WSB with 0.3% being the highest interest rate) all < 18 months
Current	2 six month CDs from WSB @ 0.25% (held as collateral so I can't touch)
	2 Short Term US Tbills @ 1.85%
	1 six month CD from TB @ 2.25%
	1 twelve month CD from TB @ 2.45%

- * I also moved some LGIP money to the TB MM because it's interest rate is always 10 basis points higher
- * TB is owned by WINTRUST which owns 15 different banks, so no need to collateralize

New Accounting Software

- * Still working on conversion (will provide financial reports at next meeting with new software)
- * Seems to be much easier to use - miExcel is great!!
- * AR will be a little challenging with Collection issues - trying to clean this up with Civic.
(Payments received for invoices that went to collections prior to from roughly 2014-2017 were being recorded in income but never reduced our AR).
- * Anything left I'm hoping to send to the collection agency when that is decided.

Currently Working on

Possibly using a new Collection Agency

- * Currently use Waukesha County @ 28%
- * Looked into State Debt Collection (SDC) where the customer pays the fee but you're required to have a skip trace program
- * CLEAR - min of \$72/month with 12 month min term (there were upgrades if you wanted criminal records, etc.)
This seemed too expensive for our volume. We asked them to let us know if they ever offer a charge by submission.
- * Looking at possibly having LifeQuest as our collection program (same company we use for ambulance billings).
Fee would be 18%, based on performance, and include skip trace, etc. (basically everything the County does).

LifeQuest Credit Card Collection

- * \$14.95 / month to accept credit card payments for ambulance billings
- * We can pass on the convenience fee to the card user
- * LifeQuest believes we will be able to collect more as a result (think of how many people would want to pay with their H.S.A. cards)

Audit Paperwork

- * Getting reports and documents to auditors who will begin preliminary work on Jan 21st
- * Currently reconciling Dec 2018

Receiving Tax Payments until Jan 31st and sending out payments for Dec & Jan Property Tax Settlements

Quarterly Treasurer's Report

- * What would you like to see??

TOL Total Investments as of: 11/30/2018**Local Government Investment Pool (LGIP)**

		<u>Amount</u>	<u>Rate</u>
10-100-110-1170	GENERAL	\$ 742,432.79	
10-100-110-1171	POLICE	\$ 62,624.23	
40-100-110-1172	FIRE	\$ 41,729.13	
70-100-110-1173	CAP PROJ	\$ 918,915.90	
80-100-110-1173	DEBT	\$ -	
	Total LGIP	\$ 1,765,702.05	2.27%

-

Money Markets/Public Funds

		<u>Amount</u>	<u>Rate</u>
	WSB	\$ 343,360.67	0.40%
	Town Bank	\$ 956,848.57	2.37%
	Tri-City	\$ 236,232.53	2.28% (used to pay \$540K GO Debt, done in 2024)
10-100-110-1132	Total MM	\$ 1,536,441.77	

-

CDs & Government Bonds

	<u>Term</u>	<u>Amount</u>	<u>Rate</u>
<u>Town Bank CDs</u>			
10-100-110-1133	6 month	\$ 291,213.16	2.25%
10-100-110-1133	12 month	\$ 552,116.54	2.45%
		\$ 843,329.70	
<u>WSB CDs</u>			
10-100-110-1133	6 month	\$ 116,471.18	0.25% held as collateral - can't be moved
10-100-110-1134 (Sewer Study)	6 month	\$ 206,716.30	0.25% held as collateral - can't be moved
		\$ 323,187.48	
<u>WSB T-Bills</u>			
	6 month	\$ 205,000.83	1.85%
	12 month	\$ 205,220.28	1.85%
	Cash	\$ 107.77	
	G/L	\$ 346.28	
10-100-110-1135		\$ 410,675.16	

Total CDs & Gov't Bonds \$ 1,577,192.34

-

Total Investments \$ 4,879,336.16**Bank Interest**

10-480-481-1000	July	\$ 3,747.67	
10-480-481-1000	August	\$ 3,496.23	
10-480-481-1000 & 1100	September	\$ 3,071.15	
10-480-481-1000 & 1100	October	\$ 5,819.36	
10-480-481-1000 & 1100	November	\$ 4,969.73	



000047

REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Possible Appliance Drop-Off Event Hosted by Lisbon.

PREPARED BY: Gina C. Gresch, Administrator & Joe DeStefano, Jr. Public Works Director

REPORT DATE: Tuesday, January 8, 2019

RECOMMENDATION: Direct Administrator and Public Works Director to set up event

EXPLANATION

Public Works Director DeStefano and I would like the Town Board's opinion on the Town hosting an appliance drop-off event, like other municipalities in Waukesha County do throughout the year. We are meeting with the company representative on Thursday, January 10 and will email our findings on Friday. We were considering hosting the event possibly in conjunction with the annual tire round-up and want to know what the Town Board thinks about that.



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Discussion on the resurfacing of Maple Ave. in 2020

PREPARED BY: Joe DeStefano Jr.

REPORT DATE: 1/2/2019

RECOMMENDATION: No action needed at this time

EXPLANATION:

There isn't much concern with the resurfacing of Maple Ave. in 2020. It will be spec'd out the same as all our other road projects we have done in the past few years. This project will be done after the Village of Sussex resurfaces their portion of Maple Ave. All taking place in 2020.

The big talks are with the intersection at Maple and Highway K (Lisbon Rd.). The Village of Sussex had a roundabout feasibility study done for the intersection. With all the new homes to be built in the years to come, along Maple, there has been some concern with the intersection. I will have highlights from the study and comments from Waukesha County.

There is no action needed on this, this is just to get it on the radar and have discussion on this matter.

Respectfully submitted,

Joe DeStefano Jr.

DPW Supervisor



000049

REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Barnwood Conservancy Developer's Agreement Deadline Extension for Barn and House Removal

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Tuesday, January 8, 2019

RECOMMENDATION: Approve the request deadline extension.

EXPLANATION

Per the Barnwood Conservancy Developer's Agreement Section I, "Removal of Existing Barn and Residence", those two buildings were to be demolished by January 1, 2019, and they have not been. Developer Chris Miller is requesting an extension to February 28, 2019. Bad weather conditions prevented the demolishing work from being completed. I recommend approval of the extension request.

Gina Gresch

From: Gina Gresch <ggresch@townoflisbonwi.com>
Sent: Friday, January 4, 2019 8:42 AM
To: 'Chris Miller'
Cc: 'Dan Lindstrom'
Subject: RE: Barn & Residence Removal

Good Morning,

This email will suffice. Dan, do you have anything to add to this?



Gina C. Gresch, MMC/WCPC
Town of Lisbon Administrator
Waukesha County
262.246.6100 x1003
ggresch@townoflisbonwi.com
www.townoflisbonwi.com
Population: 10,369

From: Chris Miller <cmiller@millermarriott.com>
Sent: Thursday, January 3, 2019 4:20 PM
To: Gina Gresch <ggresch@townoflisbonwi.com>
Cc: 'Dan Lindstrom' <dlin@vierbicher.com>
Subject: RE: Barn & Residence Removal

Gina,

I appreciate the note. With the bad weather I would welcome an extension to 2-28-2019. How would you like me to proceed?

Thanks,

CHRIS MILLER



Miller Marriott Construction Co. LLC

249 Pawling Ave.
Suite 201
Hartland, WI 53029
262-337-4130
www.millermarriott.com

From: Gina Gresch [<mailto:ggresch@townoflisbonwi.com>]
Sent: Thursday, January 3, 2019 2:56 PM
To: Chris Miller <cmiller@millermarriott.com>
Cc: 'Dan Lindstrom' <dlin@vierbicher.com>
Subject: Barn & Residence Removal

Good Afternoon Chris,

Per the Developer's Agreement, the barn and residence must be removed no later than January 1, 2019. Has that been completed? If not, you'll have to submit an extension request to me for the Town Board to act on. Thanks!



Gina C. Gresch, MMC/WCPC
Town of Lisbon Administrator
Waukesha County
262.246.6100 x1003
ggresch@townoflisbonwi.com
www.townoflisbonwi.com
Population: 10,369



000052

REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Cyber Liability Insurance Policy & Premium Change

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Friday, December 28, 2018

RECOMMENDATION: Approve the Cyber Liability Insurance Policy & Premium Change

EXPLANATION

Rural Mutual Insurance submitted the Cyber Liability Insurance Policy for payment and signing and I noticed the premium being requested is different than what we budgeted, more specifically \$527 more. I requested our insurance agent, Linda Schopen to provide an explanation for the difference from what we budgeted. Linda Schopen will be at the meeting to answer any other questions.

"Hi Gina.....this is a follow up message regarding our conversation yesterday about the premium increase for the Cyber Liability policy. The rates are based on the expenditures for the Town. Last year I gave them your expenditures as \$2.4M. That is the same number we used for your Property and Casualty liability rates. We are able to back out some of the expenditures when we determine rates for Property and Casualty Liability. The underwriter asked me for a copy of your 2019 budgeted expenditures to review. The number from the Town's budget was \$5.2M. They do not back out any expenditures when determining the rate for the Cyber Liability coverage. The rate last year was less for that reason."

(A stock insurance company, herein the "Company")

Policy No. RPS-Q-0580063M/1

Renewal of: RPS-P-0444272M

Cyber and Privacy Liability Insurance Policy

94.111 (06/18)

NOTICE: THE POLICY CONTAINS ONE OR MORE COVERAGES. CERTAIN COVERAGES ARE LIMITED TO LIABILITY FOR CLAIMS THAT ARE FIRST MADE AGAINST THE INSURED AND NOTIFIED TO US DURING THE POLICY PERIOD AS REQUIRED. CLAIM EXPENSES SHALL REDUCE THE APPLICABLE LIMITS OF LIABILITY AND ARE SUBJECT TO THE APPLICABLE RETENTION (S). PLEASE READ THIS POLICY CAREFULLY.

POLICY DECLARATIONS

ITEM 1.	NAMED INSURED	Town of Lisbon
	ADDRESS	8676 Woodside Rd , Sussex, Wisconsin, 53089-1545
ITEM 2.	POLICY PERIOD	FROM: January 1, 2019 TO: January 1, 2020 (12:01 A.M. Standard time at the address shown in Item 1.)
ITEM 3.	POLICY LIMITS OF LIABILITY AND COVERAGES PURCHASED	A. Aggregate Limit of Liability: \$1,000,000 (Aggregate for Each and Every Claim including Claims Expenses) B. Sublimit of Liability for Individual Coverage(s) Purchased: \$1,000,000 "Nil" or "N/A" Sublimit of Liability for any coverage indicates that the coverage was not purchased

COVERAGE	PER CLAIM SUBLIMIT OF LIABILITY INCLUDES CLAIM EXPENSES	AGGREGATE SUBLIMIT OF LIABILITY
A. Privacy Liability (including Employee Privacy)	\$1,000,000	\$1,000,000
B. Privacy Regulatory Claims Coverage	\$1,000,000	\$1,000,000
C. Security Breach Response Coverage	\$1,000,000	\$1,000,000
D. Security Liability	\$1,000,000	\$1,000,000
E. Multimedia Liability	\$1,000,000	\$1,000,000
F. Cyber Extortion	\$1,000,000	\$1,000,000
G. Business Income and Digital Asset Restoration	\$1,000,000	\$1,000,000
H. PCI DSS Assessment	\$1,000,000	\$1,000,000

I. Electronic Fraud

1. Telephone Hacking	\$100,000	\$100,000
2. Funds Transfer Fraud	\$100,000	\$100,000

ITEM 4. RETENTION (including Claims Expenses):

COVERAGE	EACH CLAIM
A. Privacy Liability (including Employee Privacy)	\$2,500
B. Privacy Regulatory Claims Coverage	\$2,500
C. Security Breach Response Coverage	\$2,500
D. Security Liability	\$2,500
E. Multimedia Liability	\$2,500
F. Cyber Extortion	\$2,500
G. Business Income and Digital Asset Restoration	\$2,500 / 12 hrs waiting period
H. PCI DSS Assessment	\$2,500
I. Electronic Fraud	
1. Telephone Hacking	\$2,500
2. Funds Transfer Fraud	\$2,500

ITEM 5. PREMIUM \$2,202.00

ITEM 6. TERRITORIAL LIMITS Worldwide

ITEM 7. RETROACTIVE DATE Full Prior Acts

ITEM 8. NOTICE OF CLAIM 2 Steps:

1. Call Baker Hostetler at the 24 Hour Security Breach Hotline: 1-866-288-1705
2. File your claim with:

rpscyberclaims@clydeco.us
 Clyde & Co. US LLP
 101 Second Street, 24th Floor
 San Francisco CA 94105
 USA

ITEM 9. NOTICE OF ELECTION RPS National Claims
 190 New Camellia Blvd.
 Covington, LA 70433
 USA

ITEM 10. SERVICE OF SUIT Risk Situated in California:
 Eileen Ridley
 FLWA Service Corp.