

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
Monday, June 10, 2019
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.

Scott Rehberg, N75W27021 Oakwood Road, stated he was in favor of lowering the speed limit and addressed concerns of two blind hills on Oakwood Road.

Administrator Gresch – read emails from residents including Diane Meisbauer who was in opposition and Allan Legler who wants this action to be postponed until residents can get more information on the matter. The emails from these residents are attached to these minutes.

Andrew Marris N75W27355 Oakwood Road, stated he was in favor of lowering the speed limit. He has two young children and it is hard for people to see over the hills as they approach his home.

Sarah Christon, N75W27095 Oakwood Road, stated she was opposed to the speed limit change. She stated people use their own decorum when driving and there hasn't been a problem in 23 years of living there. If there have not been any issues, she questioned why this needed to be changed.

Ed Nelson, W270N7531 Oakwood Court, stated the road borders the entire park and after speaking with Administrator Gresch, understood the speed limit could be and possibly should be lowered. He stated he is not necessarily in favor of lowering the speed limit but understands there are two family that live on that road who have children from K-8th grade.

Joseph Schartle, N75W27133 Oakwood Road, Stated he made initial contact with the Town Clerk to suggest this change and submitted an email with a formal request as suggested by the Town Clerk. Mr. Schartle read his email to the board which is attached to the minutes. He also stated he did not want to presume to know that everyone in his neighborhood thought about the change but wanted to get the conversation started. He questioned if there is an example or a definition of what is considered an internal subdivision road and challenged the board to drive Oakwood Road at 35 MPH. He also stated that the inside park road has a speed limit of 15 MPH and thought 25 MPH would be a good middle ground.

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. Tuesday, May 28 Town Board minutes
- ii. Board / Committee / Commission Re-Appointments
- iii. Appoint Public Works Director Joe DeStefano, Jr. as the Weed Commissioner
- iv. Operator's Licenses
- v. 2019-2020 Combination "Class B" Retail License for the Sale of Fermented Malt Beverages & Intoxicating Liquors:
 - Songbird Hills Golf Club, Inc., W259N8700 STH 164, Hartland, WI 53029; Agent Tammara H. Wolfgram, 735 River Reserve Drive, Hartland, WI 53029.
 - Ironwood Golf Course, LLC, W270N6166 Moraine Drive, Lisbon, WI 53089; Agent: Michael P. Lehmann, W266N5226 Janet Drive, Pewaukee, WI 53072.
 - Fairways of Woodside Golf Course LLC, W235N8518 Clubhouse Circle, Lisbon, WI 53089; Agent: Robert McDonald, 607 Dundee Lane, Hartland, WI 53029.
- vi. 2019-2020 Class "B" Retail License for Sale of Fermented Malt Beverages:

- Sherwood Forest Bowmen, Inc., N61W25600 Walnut Road, Lisbon, WI 53089; Agent: Robert Peter Schluga, N55W25655 Richmond Road, Lisbon, WI 53089.
- vii. 2019-2020 Combination "Class A" Retailers License for the sale of Fermented Malt Beverages and Intoxicating Liquor:
 - Kwik Trip, Inc., (Kwik Trip 973), N67W27619 Silver Spring Drive, Lisbon, WI 53089; Agent: Jackie M. Kraus, 2340 Brookstone Lane, Waukesha, WI 53188.
 - County Line Liquor, N95W25901 CTH Q, Colgate, WI 53017; Agent: Rakesh K. Patel, N114W15518 Sylvan Circle, #18, Germantown, WI 53022.
- viii. 2019-2020 Class "A" Retailers License for the sale of Fermented Malt Beverages and Class "A" Liquor & Cider Only License:
 - Quarry Mart Mobil, Inc. N52W23206 Lisbon Road, Lisbon, WI 53089; Agent: Amin K. Hamdan, W294N8461 Camp Whitcomb Road, Hartland, WI 53029.
- ix. 2019-2020 Cigarette and Tobacco Products Retail License:
 - Fairways of Woodside Golf Course LLC, W235N8518 Clubhouse Circle, Lisbon, WI 53089; Agent: Rosemarie Koehler
 - County Line Liquor, N95W25901 CTH Q, Colgate, WI 53017; Agent: Rakesh K. Patel
 - Quarry Mart Mobil, Inc. N52W23206 Lisbon Road, Lisbon, WI 53089; Agent: Amin K. Hamdan

Kwik Trip, Inc., (Kwik Trip 973), N67W27619 Silver Spring Drive, Lisbon, WI 53089; Agent: Jackie M. Kraus.

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

Approval of Bills.

Gina shared an updated total of \$64,429.80 and gave the top five expenditures to the board.

Motion by Supervisor Moonen to approve the June 10, 2019 check register as presented \$64,429.80. Seconded by Supervisor Plotecher. Motion carried, 5-0.

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

Chairman Osterman reviewed the list of upcoming Town meetings.

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

Town Administrator –

EMPLOYEE HANDBOOK & JOB DESCRIPTIONS

I've finally been able to spend time on this project and have it to a point where it needs another set of eyes to review it. I still have a number of questions I need answered about current / past practices, but I think those will be answered once I meet with the Department Heads about it. I emailed a copy to Chairman Osterman and Supervisor Moonen so they could see where I am with this project. Our health insurance agent, The Horton Group, also has a service of putting together a benefits policy manual and will be working with me on that in the fall. This way when benefits change, we don't have to update the handbook; only change the date on that benefit's policy and reprint that page. Also, all of the Town Hall staff's job descriptions have been updated; Department Heads are next. I'd like to present all items at the same time to the Town Board, especially since the benefits are coming out of the handbook and going into its own document. This should be in September / October.

Regarding the job descriptions, UW-Oshkosh's Department of Public Administration has a Policy Analysis class in Spring 2020. The department takes applications for the class to conduct an in-depth job

classification/compensation study. I've asked the Public Administration Department Chair to include the Town of Lisbon on the invite list to apply for this project. I think this would be useful to the Town in many ways to set standards for all positions going forward.

ASSESSMENT SERVICES RFP

The Assessment Services RFP was mailed Monday, June 3 and are due back by 4PM on Friday, June 21.

MAY ACH / AUTOPAY REPORT

The May ACH / Auto Pay report is on the following page for your review/reference.

Public Works Department –

Supervisor Moonen reviewed DPW Director Joe DeStefano's report and highlighted some of the work that was completed during the month of May including 2019 Brush Pick Up, maintaining the Compost Site, repairing sod damage and cleaning up fallen trees from storm damage. He also reviewed some of the meeting Mr. DeStefano attended including a Town Board meeting and a bid opening for the 2019 Crack Filling Contract.

Get report from TB packet. Mark reviewed report. DPW doing sod damage repair.

Parks Department -

Supervisor Gamiño reviewed Parks Director John Greiten's report and highlighted some of the work that was completed during the month of May including sport field maintenance on baseball fields, seasonal mowing and equipment & fleet maintenance. She also reviewed some of Mr. Greiten's specific duties including training 3 new seasonal workers, preparing for the Lisbon Community Festival event and for the Lions Ride for the Blind Event.

Supervisor's Reports.

Supervisor Beal – Meeting of the Sanitary District on Wednesday night.

Unfinished Business.

New Business.

Discussion and necessary action by roll call vote to adopt Ordinance 12-19, Ordinance Reducing the Speed Limit on Oakwood Road from 35MPH to 25 MPH.

Administrator Gresch explained there are some instances where the board can change a speed limit with specific criteria and this request met those standards. She explained this is one of the easier requests the Town has had with the proximity of the park and being in a residential area.

Chairman Osterman explained that if everyone had been unanimous for the reduction he would have recommended this get approved. Since this is a two sided debate, he would like to see this go to the Public Safety Committee. Supervisor Beal wanted to see how many residents along Oakwood Road were in support of the reduction. Supervisor Beal also questioned if this was a Town road or if it was incorporated into a subdivision. The Chairman explained this is something the Public Safety Committee could look at. Supervisor Gamiño wanted to hear the reasons why the residents wanted the speed limit lowered or kept the same.

The Board unanimously agreed to refer this item to the Public Safety Committee.

Discussion and necessary action on the request from the Hamilton School District to obtain a portion of Town owned lands, formally known as the Leid's property, adjacent to the Hamilton High School campus.

Chairman Osterman explained he had a phone conversation with Hamilton School District Superintendent Paul Mielke from the school district who inquired as to if the Town would sell a piece of land from the Leid's property.

The school is looking for two to ten acres on the north side of the property line that abuts their parking lots to create room for additional parking. Supervisor Beal had concerns about the future growth of the Leid's property being that it is in the TIF district. Chairman Osterman stated it would depend on what they sell the property for. Supervisor Gamiño stated it wouldn't hurt to engage in a discussion and see the pros and cons. Supervisor Moonen agreed and added if the road had to be removed to develop the TID, he would hate to block it to put in something that doesn't go along with the rest of the TID development. Chairman Osterman explained the area they would be looking to purchase is where the proposed storm water drainage is going. Supervisor Plotecher was not opposed to selling them something but should re-look at what is planned for that area.

Chairman Osterman explained that if the Board considers analyzing the impact of this sale, it will cost the Town more money to hire a consultant to look into. Supervisor Gamiño stated they should look into how much the land is worth or what we would consider charging for it. The Board agreed to have Chairman Osterman contact the school district to discuss a price point and bring back proposals for a closed session conversation.

Adjournment.

Motion by Supervisor Gamiño to adjourn the Monday, June 10, 2019 Town Board of Supervisors meeting at 7:04 PM. Seconded by Supervisor Beal. Motion carried, 5-0.

Respectfully submitted,

Dan Green, WCMC
Town Clerk