



Agenda
Town Board Meeting
Town of Lisbon, Town Hall
Monday, June 10, 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. (0003)
 - i. Tuesday, May 28 Town Board minutes (0004)
 - ii. Board / Committee / Commission Re-Appointments (0007)
 - iii. Appoint Public Works Director Joe DeStefano, Jr. as the Weed Commissioner
 - iv. Operator's Licenses (0008)
 - 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.

5. Approval of Bills. (0012)

6. Announcements/Correspondence. (0019)

- Meeting Schedule

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

- Administrator (0020)
- Public Works Department (0023)
- Parks Department (0024)

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 by roll call vote to adopt Ordinance 12-19, Ordinance Reducing the Speed Limit on Oakwood Road from 35MPH to 25 MPH. (0025)
- B. 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. (0031)

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.



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Consent Agenda Items

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, June 6, 2019

RECOMMENDATION:

Approval of the Consent Agenda items.

EXPLANATION:

i. Town Board Meeting Minutes

- May 28, 2019 Town Board minutes

ii. Board / Committee / Commission Re-Appointments

- Please see Clerk Dan's Memo regarding this.

iii. Appoint Public Works Director Joe DeStefano, Jr. as the Weed Commissioner

- This is the yearly appointment of the Weed Commissioner per state statutes. Public Works Director Joe DeStefano, Jr. also filled this role last year and did a great job.

iv. Liquor, Cigarette & Operator's Licenses

- Please see Clerk Dan's Memo regarding this.

I recommend approval of all of the Consent Agenda items.

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
Tuesday, May 28, 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. 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. May 13, 2019 Town Board minutes
- ii. May 20, 2019 Town Board minutes
- iii. Operator's Licenses
- iv. Allow E.H. Wolf & Sons fuel invoices to be paid via ACH to receive a \$0.05 per gallon discount.

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

Approval of Bills.

Motion by Supervisor Plotecher to approve the May 28, 2019 check register as presented. Seconded by Supervisor Moonen. 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 –

IMPACT FEES SPENDING PLAN

The Town has been collecting Impact Fees for land divisions over the years and there is a time limit on how long the Town has to spend them. Prior to WI Act 243, which was enacted April 3, 2018, municipalities had 10 years to utilize the impact fee monies. That has been shortened to eight years, which means the Town has to utilize some of our available balance by the end of 2019 or the funds must be refunded. Below is the impact fee tracking sheet. We need to spend at least \$17,647 (buildings & parks added together). Park Director John Greiten is working on acquiring estimates for two projects to pick from; flush toilets to replace the pit toilets in Community Park or to replace the Town Hall Park Pavilion and include flush toilets and a kitchen with a sink. Once we pick a project, those costs needing to be spent this year will be used towards planning/engineering costs to get the project going. (**Spending plan is on the next page**)

ASSESSMENT SERVICES RFP

The Assessment Services RFP will be mailed next week to our current firm, Grota Appraisals as well as Magnan Assessment Service, Tyler Technologies and Schultz Appraisal Agency. These are the four most used assessment firms used in Waukesha County. RFPs are due by 4PM on Friday, June 21.

Fire Department – Chairman Osterman reviewed the Fire Department report for the month of April including the special events and activities the department staff have worked on and what meetings the Fire Chief attended.

**Town Clerk –
LICENSING**

Liquor license renewals will be on the first meeting in June as the publication was delayed a week as we were anticipating one more renewal to come forward. All current license holder information was sent to the County as well as our Fire Department and building inspector and Bryan Oelhafen has nearly completed his required inspections. All Mineral Extraction Permits have been paid and issued to the local quarries which the Plan Commission members have been inspecting over the past two months.

BOARD OF REVIEW UPDATE

The Town needs to schedule a Board of Review meeting before the May 28, 2019 Town Board meeting so they fulfill their statutory requirement to convene within the 40-day timeframe. The Board will then meet again on Wednesday, June 12 for the two-hour meeting and scheduled hearings. If you are still interested in taking the training, I have the DVD available.

OTHER UPDATES

The County Clerk scheduled a countywide municipal clerk meeting on July 25 which I will be attending. Tentatively they plan to review the electronic poll books which I hope to bring information back to the Town Board for possibly implementing in the future.

I will be out of the office for vacation from Thursday, May 30 through Wednesday, June 5. I will not have access to email so if staff or officials have any questions please call or email Administrator Gina Gresch.

I will also be out of the office Monday July 15 through Friday, July 19 for the Clerk and Treasurer I will be able to be reached via email during that time.

Supervisor's Reports.

Supervisor Gamiño - Supervisor Gamiño received a phone call from resident concerning unleashed dogs in the park.

Supervisor Moonen – Supervisor Moonen also talked to the resident regarding unleashed dogs and referred her to the Parks Directors.

Unfinished Business.

Discussion and necessary action on the recommendations from the Plan Commission to adopt Ordinance 06-19, An Ordinance establishing a Planned Unit Development Overlay Zoning Classification of Property located along Hillside Road, in the Town of Lisbon, LSBT 0205.995, LSBT 0208.987, for Neumann Developments Inc and recommendation to Waukesha County of the same.

Steve DeCleene from Neumann explained to the board that part of the problem with bringing sewer to that area is that the lots would be too large to compensate for the sewer. He explained that cost of sewer would be an additional \$40,000 per lot and to extend sewer to subdivision would be an additional \$675,000.

Kunkel Engineer Don Neitzel explained that based on the number of lots and the size, the town nor the developer would be able to recoup the cost of extending sewer. Chairman Osterman explained the density according to the border agreement has to be 1 acre per dwelling. He stated he would be recommending we move this forward with septic and mound systems.

Chairman Osterman also explained the developer is currently in the GDP (general development plan) phase of the project. He reviewed concerns from a nearby neighbor who had emailed a list of questions regarding the development. He also read an email from the Town Attorney into the record. The concerns from the neighbor were regarding safety concerns with swales along 164, an easement on a property currently owned by Payne and Dolan, storm water runoff away from the property and the depth and safety of the detention ponds.

The Chairman explained that the question regarding the easement is between the developer and the property owner and they are still working through that issue. In regards to the swale, Mr. DeCleene explained the depth of the swale would not be much deeper than a usually swale and a little wider than average. He reviewed the detention pond depth would have a minimum 5 feet with an additional 4 feet of depth for storm water. The detention ponds will have safety shelves and flow would be intermittent based on the amount of rain that accumulates. Chairman Osterman stated the DNR and Waukesha County standards will have to be met in regards to the safety of these ponds.

Addressing the concerns of storm water runoff being diverted to neighboring properties, Kunkel Engineer Don Neitzel explained that storm water cannot flow to another property at a greater capacity than what was there before. He also stated that Waukesha County will determine this later on in the review process. Chairman Osterman asked on behalf of the neighbor what happens if the developer hits water deep below the surface when developing the detention ponds. Mr. Neitzel explained this will be up to the developer to work through in their design process and have to meet the pre-development plans to move forward.

Chairman Osterman read through the other questions that the nearby neighbor had had. Neumann explained that the Payne in Dolan parcel was included in the overall density as lot number 55. They also explained that the easement will not be needed once the roadways are built. Excluding this 1-acre lot, the development would still be within the allowable density.

Supervisor Beal asked when Neumann would anticipate starting. Mr. DeCleene stated they still have another 2 or 3 months with the SDP having to start back at the Plan Commission.

Motion by Supervisor Gamiño to adopt Ordinance 06-19, An Ordinance establishing a Planned Unit Development Overlay Zoning Classification of Property located along Hillside Road, in the Town of Lisbon, LSBT 0205.995, LSBT 0208.987, for Neumann Developments Inc and recommendation to Waukesha County of the same. Seconded by Supervisor Moonen. Motion carried, 5-0.

New Business.

Discussion and necessary action to approve the quote from La Belle Vernice to epoxy coat the front office counter-top at a cost not to exceed \$1,479.

Administrator Gresch explained she had reviewed different options for replacing the Town Hall counter tops and the epoxy coating was by far the most affordable option. The process would not replace the counter top but would provide an epoxy overlay on the current counter tops. She would be looking to do the front portions near the front customer window. Supervisor Gamiño asked if we might be able to get a better deal if we were quoted on all of the counter tops at Town Hall. The Board agreed that the Administrator should get a quote for the rest of the counter tops for more uniformity in the building.

Adjournment.

Motion by Supervisor Gamiño to adjourn the Tuesday, May 28, 2019 Town Board of Supervisors meeting at 7:10 PM. Seconded by Supervisor Beal. Motion carried, 5-0.

Respectfully submitted,

Dan Green, WCMC
Town Clerk



TOWN CLERK REPORT

PREPARED BY: Dan Green, Town Clerk

ITEM DESCRIPTION: Board / Committee / Commission Appointments

REPORT DATE: Monday, June 10, 2019

RECOMMENDATION: Approval of list of all re-appointments.

EXPLANATION:

The following Board, Committee and Commission members have been reappointed to their positions for the following terms.

Board of Appeals

Prosper Pfannerstill III - Term expiring June 1, 2022
 Dennis Plotecher (Alt #1) - Term expiring June 1, 2022

Plan Commission

Jane Stadler - Term expiring May 1, 2022

Park Committee

Donnette Mayrack - Term expiring July 1, 2022
 Florin Docea - Term expiring July 1, 2022

Public Safety Committee

Steve Nuelk - Term expiring August 1, 2022

All persons being reappointed have expressed interest in being re-appointed.



TOWN CLERK REPORT

PREPARED BY: Dan Green, Town Clerk
ITEM DESCRIPTION: Liquor and Bartender License Renewals
REPORT DATE: Monday, June 10, 2019
RECOMMENDATION: Approval of all liquor and bartender license renewals
<p><u>Liquor Licenses</u></p> <p><i>Combination "Class B" Retail License for the Sale of Fermented Malt Beverages & Intoxicating Liquors:</i></p> <p>Songbird Hills Golf Club, Inc., W259N8700 STH 164, Hartland, WI 53029; Agent Tammara H. Wolfgram, 735 River Reserve Drive, Hartland, WI 53029.</p> <p>Ironwood Golf Course, LLC, W270N6166 Moraine Drive, Lisbon, WI 53089; Agent: Michael P. Lehmann, W266N5226 Janet Drive, Pewaukee, WI 53072.</p> <p>Fairways of Woodside Golf Course LLC, W235N8518 Clubhouse Circle, Lisbon, WI 53089; Agent: Robert McDonald, 607 Dundee Lane, Hartland, WI 53029.</p> <p><i>Class "B" Retail License for Sale of Fermented Malt Beverages:</i></p> <p>Sherwood Forest Bowmen, Inc., N61W25600 Walnut Road, Lisbon, WI 53089; Agent: Robert Peter Schluga, N55W25655 Richmond Road, Lisbon, WI 53089.</p> <p><i>Combination "Class A" Retailers License for the sale of Fermented Malt Beverages and Intoxicating Liquor</i></p> <p>Kwik Trip, Inc., (Kwik Trip 973), N67W27619 Silver Spring Drive, Lisbon, WI 53089; Agent: Jackie M. Kraus, 2340 Brookstone Lane, Waukesha, WI 53188.</p> <p>County Line Liquor, N95W25901 CTH Q, Colgate, WI 53017; Agent: Rakesh K. Patel, N114W15518 Sylvan Circle, #18, Germantown, WI 53022.</p> <p><i>Class "A" Retailers License for the sale of Fermented Malt Beverages and Class "A" Liquor & Cider Only License:</i></p> <p>Quarry Mart Mobil, Inc. N52W23206 Lisbon Road, Lisbon, WI 53089; Agent: Amin K. Hamdan, W294N8461 Camp Whitcomb Road, Hartland, WI 53029.</p> <p>Cigarette Licenses</p> <p>Quarry Mart, Agent: Amin K. Hamdan County Line Liquor, Agent: Rakesh K. Patel Kwik Trip 973, Agent: Jackie Marie Kraus Fairways of Woodside, Agent: Robert McDonald</p>

Operator License Renewals*Kwik Trip*

Matt Kollath

AmyJo Lyn Paddock

Donna Christine Dehart

Celena Danielle Kaltz

Jennifer N. Rogers

Mackenzie Ann Nagel

Daniel Josef Rotar

Fairways of Woodside

Jake Garvey

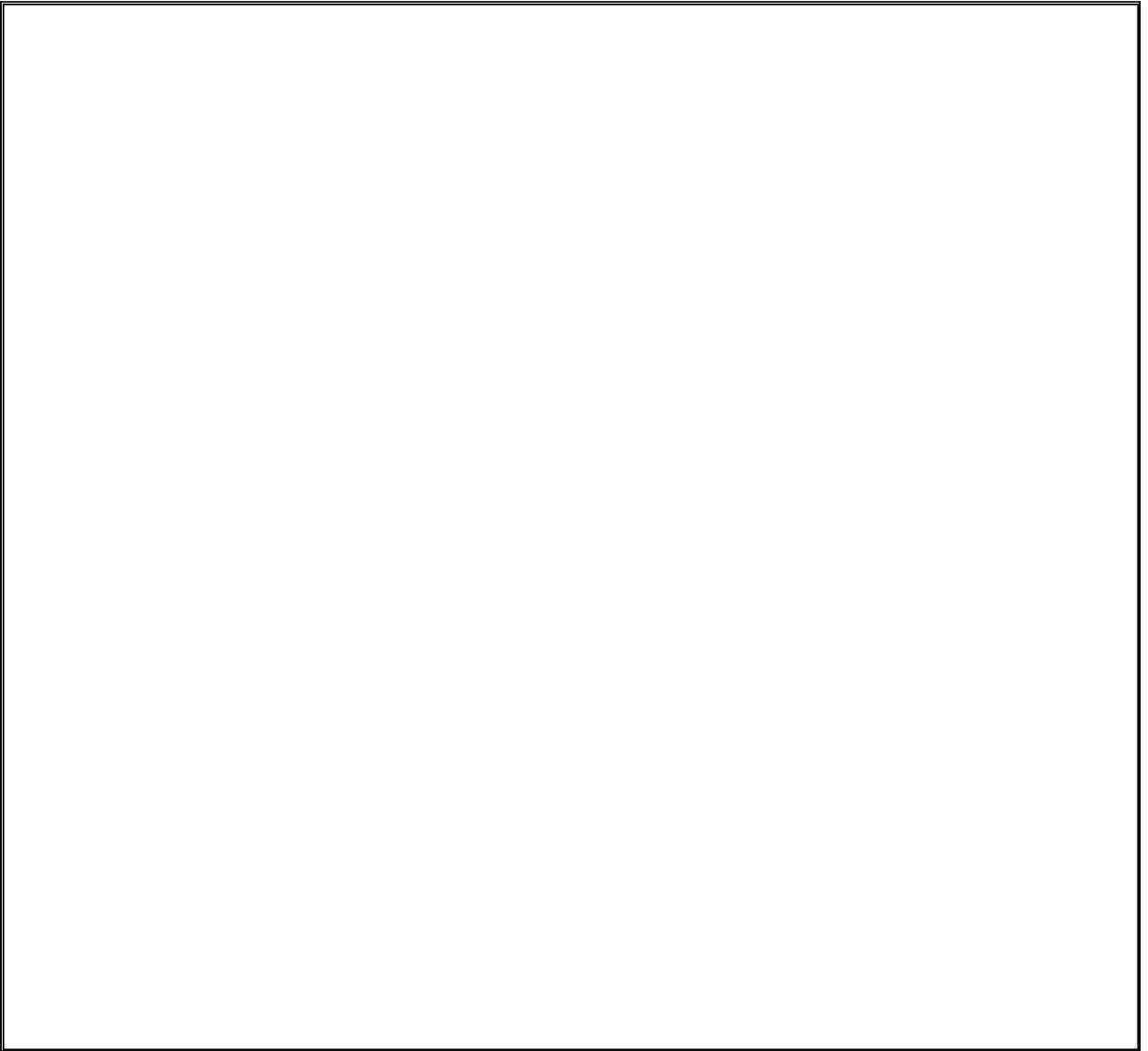
Lauren Pauly

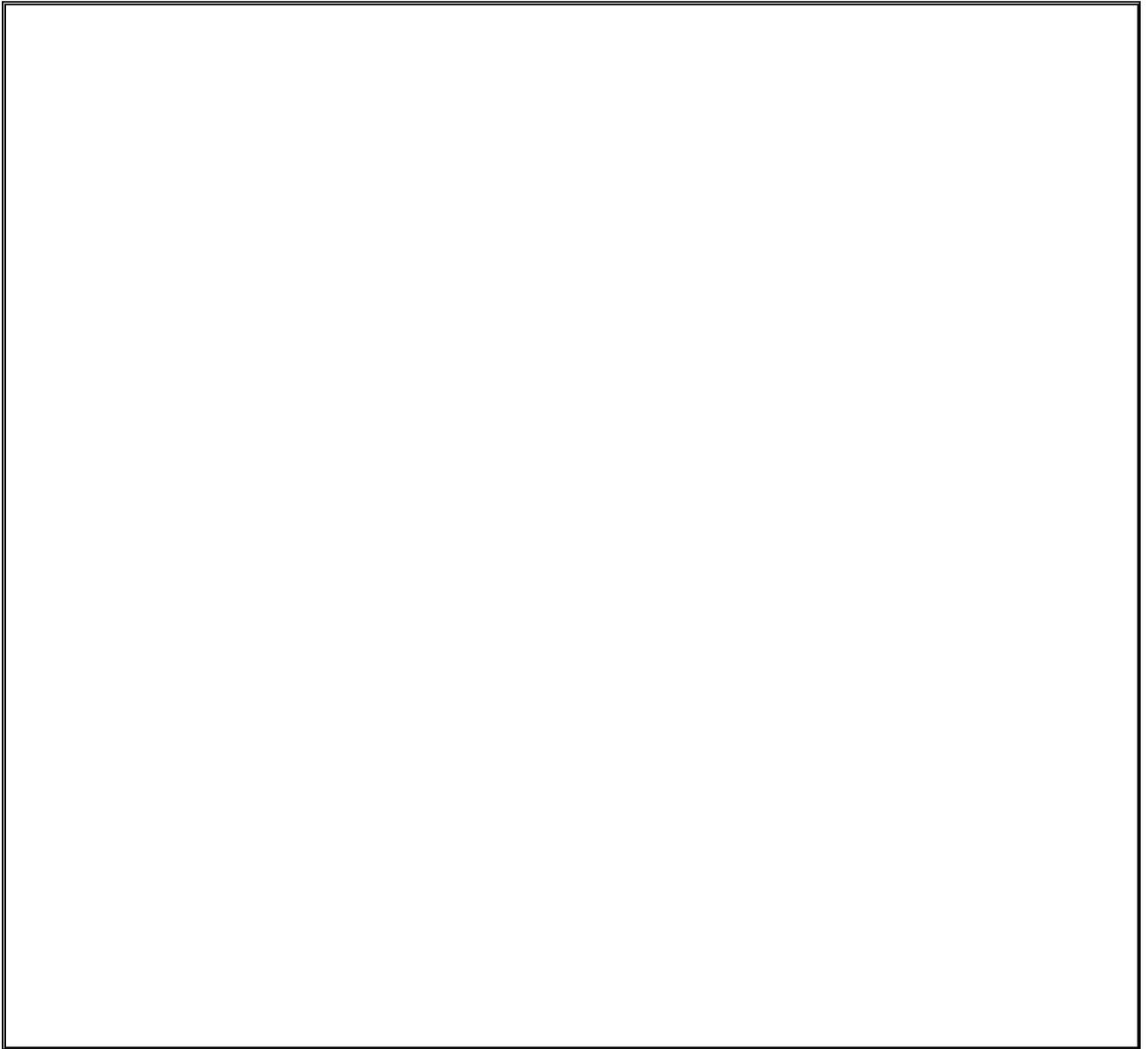
Halle Berg

Marissa Block

Sherwood Forest Bowmen

Michelle Rennie





Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
AARONIN STEEL SALES INC						
3	AARONIN STEEL SALES INC	60911	STEEL PLATE - STORM SEWER RISER	05/24/2019	147.00	90-533-530-3100 SUPPLIES / GRASS SEED - SW
Total AARONIN STEEL SALES INC:					147.00	
ALADTEC INC.						
25	ALADTEC INC.	2019-1415	QTRLY SCHEDULING SOFTWARE - FD	05/22/2019	1,036.07	10-522-530-4400 CONTRACTED SERVICES - FIRE
Total ALADTEC INC.:					1,036.07	
BADGER HOME BUILDERS, INC						
2582	BADGER HOME BUILDERS, INC	S561-18-26	BOND REFUND - WILSON	05/29/2019	2,500.00	10-200-230-1000 SPECIAL DEPOSITS
Total BADGER HOME BUILDERS, INC:					2,500.00	
BATZNER PEST CONTROL						
2580	BATZNER PEST CONTROL	2710213	BUG SPRAYING - TOWN HALL	05/23/2019	165.00	10-516-530-4400 CONTRACTED SERVICES-TOWN HALL
Total BATZNER PEST CONTROL:					165.00	
BIELINSKI HOMES						
1998	BIELINSKI HOMES	S613-18-33	BOND REFUND - CLENDENNING	05/29/2019	2,500.00	10-200-230-1000 SPECIAL DEPOSITS
Total BIELINSKI HOMES:					2,500.00	
CRAMER MULTHAUF & HAMMES LLP						
212	CRAMER MULTHAUF & HAMME	314	REG TOWN LEGAL MATTERS	04/30/2019	2,106.25	10-518-530-4110 LEGAL FEES - GEN GOV'T
212	CRAMER MULTHAUF & HAMME	314	LANNON STONE AGREEMENT (REIMB)	04/30/2019	350.00	10-563-530-4120 TOWN ATTORNEY - PC - REIMB
212	CRAMER MULTHAUF & HAMME	314	CRAIG BALD INR RESEARCH (REIMB)	04/30/2019	742.50	10-563-530-4120 TOWN ATTORNEY - PC - REIMB
212	CRAMER MULTHAUF & HAMME	314	MEYER WEDDING BARN C.U. (REIMB)	04/30/2019	95.00	10-563-530-4120 TOWN ATTORNEY - PC - REIMB
212	CRAMER MULTHAUF & HAMME	314	RESEARCH ORDS, STATUTES, EMAIL	04/30/2019	1,841.75	10-563-530-4110 TOWN ATTORNEY - PC - NON-REIMB
212	CRAMER MULTHAUF & HAMME	314	TIF	04/30/2019	191.25	65-561-530-2100 TID #1 - ATTORNEY
Total CRAMER MULTHAUF & HAMMES LLP:					5,326.75	
DEMLANG BUILDERS						
911	DEMLANG BUILDERS	S563-18-27	BOND REFUND - AVERBECK	05/29/2019	2,440.00	10-200-230-1000 SPECIAL DEPOSITS
Total DEMLANG BUILDERS:					2,440.00	

Town of Lisbon WI

Payment Approval Report
Report dates: 5/29/2019-6/7/2019

Page: 2
Jun 07, 2019 09:11AM

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
DENSON'S CATERING						
2584	DENSON'S CATERING	06222019	COMMUNITY FESTIVAL FOOD VENDO	06/03/2019	350.00	20-552-530-3881 FESTIVAL EXPENSES
Total DENSON'S CATERING:					350.00	
FALLS AUTO PARTS & SUPPLIES						
307	FALLS AUTO PARTS & SUPPLIE	582469	OIL FILTER - FD	05/20/2019	7.40	10-522-530-5500 VEHICLE MAINTENACE - FIRE DEPT
307	FALLS AUTO PARTS & SUPPLIE	582629	BATTERIES - FD	05/22/2019	112.80	10-522-530-5500 VEHICLE MAINTENACE - FIRE DEPT
307	FALLS AUTO PARTS & SUPPLIE	582899	OIL FILTERS - FD	05/29/2019	77.39	10-523-530-5500 AMBULANCE MAINTENANCE
Total FALLS AUTO PARTS & SUPPLIES:					197.59	
FLEMING'S FIRE 1 INC.						
330	FLEMING'S FIRE 1 INC.	110859	ANNUAL FIRE EXT INSPECTION - DP	03/12/2019	194.96	10-533-530-4400 CONTRACTED SERVICES - HIGHWAY
330	FLEMING'S FIRE 1 INC.	110862	ANNUAL FIRE EXT INSPECTION - PAR	02/28/2019	50.04	10-522-530-4400 CONTRACTED SERVICES - FIRE
330	FLEMING'S FIRE 1 INC.	111286	ANNUAL FIRE EXT INSPECTION - TO	03/12/2019	35.69	10-516-530-4400 CONTRACTED SERVICES-TOWN HALL
Total FLEMING'S FIRE 1 INC.:					280.69	
GATEWAY TECHNICAL COLLEGE						
2489	GATEWAY TECHNICAL COLLEG	24620	PARAMEDIC CLASSES -DEANN MONT	05/21/2019	2,708.86	10-522-530-7700 TRAIN/SEM/CONVENTIONS - FIRE
Total GATEWAY TECHNICAL COLLEGE:					2,708.86	
ITU ABSORB TECH INC.						
469	ITU ABSORB TECH INC.	7248758	MATS & RUGS	05/24/2019	72.99	10-516-530-4400 CONTRACTED SERVICES-TOWN HALL
Total ITU ABSORB TECH INC.:					72.99	
JASON HORNE						
2586	JASON HORNE	REIMB	EMPLOYEE REIMB - FITTINGS, BREA	06/01/2019	58.72	10-522-530-5200 BLDG MAINTENANCE - FIRE DEPT
Total JASON HORNE:					58.72	
JEFF HORWATH FAMILY HOME						
1204	JEFF HORWATH FAMILY HOME	S440-18-20	BOND REFUND - EVANS	05/29/2019	2,440.00	10-200-230-1000 SPECIAL DEPOSITS
Total JEFF HORWATH FAMILY HOME:					2,440.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
JENSEN EQUIPMENT CO. INC.						
483	JENSEN EQUIPMENT CO. INC.	J-640433	PROPANE TANKS FILLED FOR PAVER	05/23/2019	40.32	10-533-530-3570 IN-HOUSE PAVING - HIGHWAY
Total JENSEN EQUIPMENT CO. INC.:					40.32	
KERSHEK LAW OFFICES						
509	KERSHEK LAW OFFICES	05/19 18472	WILLIAMS APPEAL	05/30/2019	52.50	10-518-530-4120 LEGAL FEES - MUNICIPAL COURT
509	KERSHEK LAW OFFICES	05/19 18478	Prosecutorial Services	05/30/2019	750.00	10-518-530-4120 LEGAL FEES - MUNICIPAL COURT
Total KERSHEK LAW OFFICES:					802.50	
KUNKEL ENGINEERING GROUP						
370	KUNKEL ENGINEERING GROUP	0235316	COMPLETE 2018 PROGRAM SURETY	05/13/2019	93.75	70-516-570-8100 EQUIPMENT - TOWN HALL
370	KUNKEL ENGINEERING GROUP	0235317	BARNWOOD L.O.C. & WKLY SITE VISI	05/13/2019	3,232.50	10-563-530-4350 TOWN ENGINEER - PC - REIMB
370	KUNKEL ENGINEERING GROUP	0235317	PYKA MAJOR GRADING C.U. REVIEW	05/13/2019	900.00	10-563-530-4350 TOWN ENGINEER - PC - REIMB
370	KUNKEL ENGINEERING GROUP	0235317	MARTINO C.U. REVIEW (REIMB)	05/13/2019	335.00	10-563-530-4350 TOWN ENGINEER - PC - REIMB
370	KUNKEL ENGINEERING GROUP	0235317	SWMP MAINT AGRMTS DNR COMPLIA	05/13/2019	1,980.00	90-563-530-4400 ENGINEERING CONSULTANT - SW
370	KUNKEL ENGINEERING GROUP	0235317	HICKORY CT, MEADOW CT, HILLSIDE	05/13/2019	600.00	90-533-530-6600 CULVERT INSPECTIONS - SW
370	KUNKEL ENGINEERING GROUP	0235317	PREPARE 2019 PROGRAM DOCS	05/13/2019	1,420.00	70-516-570-8100 EQUIPMENT - TOWN HALL
370	KUNKEL ENGINEERING GROUP	0235325	CSM, TIA, DNR/CTW	05/13/2019	8,227.50	65-561-530-2100 TID #1 - ATTORNEY
Total KUNKEL ENGINEERING GROUP:					16,788.75	
LAKESIDE INTERNATIONAL LLC						
548	LAKESIDE INTERNATIONAL LLC	3043902	EMISSION REPAIRS - INTERNATIONAL	05/28/2019	1,501.91	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total LAKESIDE INTERNATIONAL LLC:					1,501.91	
LANNON STONE PRODUCTS INC.						
554	LANNON STONE PRODUCTS IN	1214784	GRAVEL - DRIVEWAY CULVERT REPL	05/27/2019	88.34	10-533-530-3550 GRAVEL - HIGHWAY
Total LANNON STONE PRODUCTS INC.:					88.34	
MENARDS -- PEWAUKEE						
607	MENARDS -- PEWAUKEE	45577	SHOP SUPPLIES - PARKS	05/23/2019	39.67	10-552-530-3140 SUPPLIES - GENERAL OPERATING
Total MENARDS -- PEWAUKEE:					39.67	
MERRY MAIDS						
612	MERRY MAIDS	72079943/44	TOWN HALL CLEANING - MAY	06/03/2019	218.00	10-516-530-4400 CONTRACTED SERVICES-TOWN HALL

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total MERRY MAIDS:					218.00	
NEU'S BUILDING CENTER INC.						
672	NEU'S BUILDING CENTER INC.	3958637	BROOM & LUTE - DPW	06/05/2019	69.94	90-533-530-3100 SUPPLIES / GRASS SEED - SW
672	NEU'S BUILDING CENTER INC.	3958637	NUTSERT KIT - DPW	06/05/2019	134.99	10-533-530-3150 SHOP TOOLS - HIGHWAY
Total NEU'S BUILDING CENTER INC.:					204.93	
OFFICE COPYING EQUIPMENT LTD						
686	OFFICE COPYING EQUIPMENT	AR86715	FD-COPIER LEASE-RICHMOND-APRIL	05/31/2019	76.17	10-522-530-4400 CONTRACTED SERVICES - FIRE
Total OFFICE COPYING EQUIPMENT LTD:					76.17	
PITNEY BOWES						
731	PITNEY BOWES	1005990480	POSTAGE METER SLA TERM JULY-DE	12/11/2017	246.54	10-518-530-4100 DUES/FEES/SUBSCR - GEN GOV'T
731	PITNEY BOWES	1007610924	POSTAGE METER SLA TERM JAN-JUN	06/10/2018	246.54	10-518-530-4100 DUES/FEES/SUBSCR - GEN GOV'T
731	PITNEY BOWES	1012854073	POSTAGE METER INK - TOWN HALL	05/24/2019	226.08	10-516-530-3100 SUPPLIES -- TOWN HALL
Total PITNEY BOWES:					719.16	
POMP'S TIRE SERVICE INC						
738	POMP'S TIRE SERVICE INC	60178850	4 NEW TIRES INSTALLED - TRUCK #3	05/23/2019	1,302.00	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total POMP'S TIRE SERVICE INC:					1,302.00	
PREMIER BLDG INSPECTIONS LLC						
745	PREMIER BLDG INSPECTIONS	MAY 2019	MAY CONTRACT SERV BLDG INSPEC	05/31/2019	14,963.60	10-524-530-4400 CONTRACTED SVCS - BLDG INSPECT
745	PREMIER BLDG INSPECTIONS	MAY 2019	MAY MEETING/ENFORCEMENT	05/31/2019	192.00	10-524-530-4500 MEETING/ENFORCEMENT ISSUES
745	PREMIER BLDG INSPECTIONS	MAY 2019	MAY REINSPECTION FEES	05/31/2019	120.00	10-200-230-1000 SPECIAL DEPOSITS
Total PREMIER BLDG INSPECTIONS LLC:					15,275.60	
REINDERS INC.						
775	REINDERS INC.	1785220-00	REPLACEMT PARTS - TORO 4000 GR	05/24/2019	123.90	10-552-530-5410 EQUIP MAINTENANCE - PARKS
Total REINDERS INC.:					123.90	
SAMANTHA MARSHALL						
2583	SAMANTHA MARSHALL	06222019	COMMUNITY FESTIVAL BAND	06/03/2019	900.00	20-552-530-3881 FESTIVAL EXPENSES

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total SAMANTHA MARSHALL:					900.00	
SERVICE SANITATION WISCONSIN, INC						
2576	SERVICE SANITATION WISCON	7688530	PORTABLE RESTROOM - TOWN HALL	05/31/2019	190.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7688534	PORTABLE RESTROOM - STONE FAMI	05/31/2019	71.43	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7688536	PORTABLE RESTROOM - STONEY HA	05/31/2019	71.43	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7688537	PORTABLE RESTROOM - FRED KELLE	05/31/2019	71.43	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7688539	PORTABLE RESTROOM - LISBON OAK	05/31/2019	71.43	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7688541	PORTABLE RESTROOM - COMMUNIT	05/31/2019	71.43	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7737111	PORTABLE RESTROOM - COMPOST S	05/31/2019	80.00	35-561-530-4400 CONTRACTED SVCS - GRINDER
2576	SERVICE SANITATION WISCON	7737112	PORTABLE RESTROOM - TOWN HALL	05/31/2019	190.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7737113	PORTABLE RESTROOM - STONE FAMI	05/31/2019	80.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7737114	PORTABLE RESTROOM - STONEY HA	05/31/2019	80.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7737115	PORTABLE RESTROOM - FRED KELLE	05/31/2019	80.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7737116	PORTABLE RESTROOM - LISBON OAK	05/31/2019	80.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7737117	PORTABLE RESTROOM - COMMUNIT	05/31/2019	80.00	10-552-530-4400 CONTRACTED SVCS - PARKS
Total SERVICE SANITATION WISCONSIN, INC:					1,217.15	
SNAP-ON INDUSTRIAL						
2581	SNAP-ON INDUSTRIAL	ARV/39981308	TEST LIGHT & RATCHET - DPW	05/22/2019	201.83	10-533-530-3150 SHOP TOOLS - HIGHWAY
2581	SNAP-ON INDUSTRIAL	ARV/39999437	AIR HAMMER - DPW	05/23/2019	265.82	10-533-530-3150 SHOP TOOLS - HIGHWAY
Total SNAP-ON INDUSTRIAL:					467.65	
STAPLES ADVANTAGE						
865	STAPLES ADVANTAGE	7219383331	OFFICE SUPPLIES - FILES, WHITEOU	05/28/2019	14.19	10-522-530-3100 SUPPLIES - FIRE DEPT
Total STAPLES ADVANTAGE:					14.19	
STEVEN MIKSCH						
2585	STEVEN MIKSCH	06222019	COMMUNITY FESTIVAL POLICE SERVI	06/03/2019	150.00	20-552-530-3881 FESTIVAL EXPENSES
Total STEVEN MIKSCH:					150.00	
SUSSEX ACE HARDWARE						
7	SUSSEX ACE HARDWARE	186078	KEEP OUT SIGNS FOR COMMUNITY P	06/04/2019	14.31	10-552-530-3150 PARK SIGNAGE
7	SUSSEX ACE HARDWARE	186086	TRU FUEL FOR SAWS - FD	06/04/2019	14.38	10-522-530-3700 GAS/OIL/GREASE - FIRE DEPT

Town of Lisbon WI

Payment Approval Report
Report dates: 5/29/2019-6/7/2019

Page: 6
Jun 07, 2019 09:11AM

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total SUSSEX ACE HARDWARE:					28.69	
SUSSEX AUTO INC.						
896	SUSSEX AUTO INC.	12581	TEST AMBO ALT BATTERIES -FD	03/04/2019	913.50	10-523-530-5500 AMBULANCE MAINTENANCE
896	SUSSEX AUTO INC.	12684	ALTERNATOR FOR 2686 - FD	05/22/2019	371.85	10-522-530-5500 VEHICLE MAINTENACE - FIRE DEPT
Total SUSSEX AUTO INC.:					1,285.35	
SWIMMING POOL SERVICES INC						
900	SWIMMING POOL SERVICES IN	116-18	BOND REFUND - LANG	05/29/2019	1,000.00	10-200-230-1000 SPECIAL DEPOSITS
Total SWIMMING POOL SERVICES INC:					1,000.00	
UNIFIRST CORPORATION						
2349	UNIFIRST CORPORATION	096 1073048	DPW UNIFORMS & MATS	05/20/2019	35.18	10-533-530-3630 UNIFORMS/MATS - HIGHWAY
2349	UNIFIRST CORPORATION	096 1075188	DPW UNIFORMS & MATS	06/03/2019	70.37	10-533-530-3630 UNIFORMS/MATS - HIGHWAY
Total UNIFIRST CORPORATION:					105.55	
WAUKESHA COUNTY						
2404	WAUKESHA COUNTY	MAY 2019	COUG, CERTIFIED COPY - MEYERS	05/02/2019	37.00	10-563-530-3100 SUPPLIES - PLAN COMMISSION
2404	WAUKESHA COUNTY	MAY 2019	CERM, CERTIFIED COPY - SCHNEIDE	05/02/2019	37.00	10-563-530-3100 SUPPLIES - PLAN COMMISSION
Total WAUKESHA COUNTY:					74.00	
WAUKESHA COUNTY TREASURER						
2390	WAUKESHA COUNTY TREASUR	2019-0000010	FLASH & TUNE RADIO - FD	05/15/2019	80.46	10-522-530-5420 RADIO MAINTENANCE - FIRE DEPT
Total WAUKESHA COUNTY TREASURER:					80.46	
WESTERN CULVERT & SUPPLY INC.						
2421	WESTERN CULVERT & SUPPLY	057816	CULVERT FOR DRIVEWAY - GOOD HO	05/21/2019	421.00	90-533-530-6600 CULVERT INSPECTIONS - SW
Total WESTERN CULVERT & SUPPLY INC.:					421.00	
WISCONSIN DNR - ENVIRONMENTAL						
2445	WISCONSIN DNR - ENVIRONME	268485470-20	YEARLY NR216 FEE	05/23/2019	1,000.00	90-518-530-2000 INFORMATIVE/EDUCATION PROGRAMS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
			Total WISCONSIN DNR - ENVIRONMENTAL:		1,000.00	
			Grand Totals:		64,148.96	

Dated: _____

TOP 5 EXPENDITURES

Chairman: _____	\$ 16,788.75	Kunkel - P.C. REIMB, SWMP, Culvert Inspections, 2019 Docs, TIF
Board Member #1: _____	\$ 15,275.60	Premier Building Inspections - Contract Services, Mtg/Enforcemt, Reinspect fees
Board Member #2: _____	\$ 5,326.75	Cramer, Multhauf & Hammes - Town Legal Fees, TIF, Research Ord/Statutes, P.C. REIMB
Board Member #3: _____	\$ 2,708.86	Gateway Technical College - Paramedics Classes
Board Member #4: _____	\$ 1,501.91	Lakeside International - Emission Repairs, DPW Truck

Report Criteria:
 Detail report.
 Invoices with totals above \$0.00 included.
 Only unpaid invoices included.



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

Tuesday, June 04, 2019

Dear Board Members:

This is to notify you of the Town of Lisbon meetings, office closures and elections from **June 10, 2019 through July 31, 2019** at the Town Hall, W234N8676 Woodside Road, unless indicated otherwise.

Wednesday, June 12, 2019	Annual Board of Review @ 6:00 P.M.
Wednesday, June 12, 2019	Sanitary District Committee at 7:30 P.M. or following the adjournment of the Board of Review.
Thursday, June 13, 2019	Plan Commission at 6:30 P.M.
Monday, June 17, 2019	Park Committee at 6:30 P.M. (Richard Jung Memorial Fire Station)
Monday, June 24, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M.
Thursday, July 4, 2019 & Friday, July 5, 2019	OFFICES CLOSED - INDEPENDENCE DAY
Monday, July 8, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M.
Tuesday, July 9, 2019	TENTATIVE – Lisbon / Merton Joint Border Agreement Public Hearing at 6:30 P.M.
Thursday, July 11, 2019	Plan Commission at 6:30 P.M.
Monday, July 15, 2019	Park Committee at 6:30 P.M. (Richard Jung Memorial Fire Station)
Wednesday, July 17, 2019	Sanitary District Committee at 7:30 P.M.
Monday, July 22, 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)



ADMINISTRATOR REPORT

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, June 6, 2019

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.

ACH & AUTOPAYS CHECKLIST

MAY 2019

VENDOR	AMT	DATE PAID	DATE JE DONE	PRINT PAYMENT FOR		NOTES
				AMY		
WE ENERGIES						
Community Park	\$	100.63	2019-05-21		Y	
Down Under Shelter	\$	16.25	2019-05-21		Y	
Hilltop Shelter	\$	16.25	2019-05-21		Y	
Hwy Elec	\$	281.29	2019-05-28		Y	
Park Maint Bldg	\$	88.26	2019-05-21		Y	
Park Dept Gas	\$	86.54	2019-05-21		Y	
Pump House	\$	16.25	2019-05-21		Y	
Richmond St Elec	\$	-	2019-06-01		Y	April pulled 4/1 & 4/30, May skipped, June 1 is next
Richmond St Gas	\$	222.40	2019-05-21		Y	
Rivers End Street Lights	\$	10.87	2019-05-20		Y	
Stone Family Park	\$	16.14	2019-05-01		Y	
Street Lights	\$	2,200.28	2019-05-20		Y	
Town Hall Pavillion	\$	37.89	2019-05-06		Y	
911 Memorial					Y	
Town Hall Elec	\$	226.65	2019-05-06		Y	
Town Hall Garage	\$	24.85	2019-05-21		Y	
Town Hall Gas	\$	116.47	2019-05-06		Y	
Good Hope Fire Elec (TOL)					Y	
Good Hope Fire Gas (TOL)	\$	660.47	2019-05-21		Y	
Good Hope Hwy Gas (TOL)					Y	
GRAND TOTAL WE ENERGIES	\$	4,121.49		2019-05-16		JE for all WE accts done 5-16-19
AT&T						
Town Hall	\$	99.21	2019-05-13	2019-05-06	Y	
Fire Station						
US CELLULAR						
Park Director						
Compost Site	\$	268.42	2019-05-07	2019-05-06	Y	March & April, no payment last mo
Fire Chief						
SPECTRUM						
Server	\$	174.46	2019-05-02	2019-05-21	Y	
Good Hope DPW / FD	\$	114.98	2019-05-24	2019-05-21	Y	
Parks	\$	99.99	2019-05-24	2019-05-21	Y	
Town Hall	\$	141.32	2019-05-24	2019-05-21	Y	lowered bill

PRINT PAYMENT FOR AMY						
VENDOR	AMT	DATE PAID	DATE JE DONE			NOTES
VERIZON						
(5) Account	\$ 378.00	5/2 & 5/30	5/6/2019, edited 6/3		Y	4-30 payment didn't autopay, manual payment 05-02. Autopay started 5-30
(6) Account	\$ (98.37)	2019-05-15			Y	1st autopay will process 06-13
ANTHEM						
Insurance	\$ 7,613.87	2019-05-15	2019-05-06		Y	
DELTA DENTAL						
Insurance	\$ 834.18	2019-05-01	2019-05-08		Y	
UHC						
Insurance	\$ 158.11	2019-05-15	2019-05-09		Y	
AFLAC						
KP	\$ 183.48	2019-05-15	2019-05-06		Y	

MAY 2019 DPW MONTHLY REPORT



TOWN BOARD & ADMINISTRATOR,

- Staff completed the 2019 Annual Brush Pick Up
 - Staff completed sod damage repairs from the plow season
 - Staff reset the shop and cold storage into summer mode
 - Staff performed the weekly duties of maintaining the Compost Site
 - Staff replaced a driveway culvert on Good Hope
 - Staff added shoulder material and pulled shoulders back as needed
 - Staff reset a catch basin in Ironwood East
 - Staff repaired pot holes and performed small asphalt jobs as needed
 - Staff cleaned up fallen trees from storm damage
 - Staff cleaned storm sewer grates and culverts as needed with all the rain
 - Staff started the first round of roadside mowing towards the end of the month
 - Staff performed repairs and preventive maintenance on trucks and equipment as needed
-
- I attended the monthly WCPWA meeting
 - I attended 1 board meeting
 - We had the bid opening at the Town Hall for the 2019 Crack Filling Contract
 - I hosted a plow's appreciation lunch at the DPW
 - I met with a roofer to quote out the chimney removal at the Town Hall
 - I helped with the newer staff, at the FD, to train them on using the truck hoist at the DPW and perform PM's on the ambulances
 - Staff and I sat down with a Waukesha County Sherriff and a WI State Trooper to go over CDL regulations for municipal employees since we do not fall under the federal regulations
 - I worked with staff throughout the month on truck maintenance, brush pick-up, shouldering and culvert replacement

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

June 2019 Parks Report

Park Staff duties:

- ☺ Daily sport field maintenance operations on all baseball fields
- ☺ Daily seasonal mowing operations of our parks & municipal grounds.
- ☺ Equipment & Fleet maintenance
- ☺ Removal tree limbs that came down due to passing storms this past month in Community Park, Plainview Parkway, Stoney Halquist and Stone family parks.
- ☺ removed the merry go round in Lisbon Oaks Park. Dugout out old concrete footings and frame up new footings then poured 2 yards of concrete creating the new footing for the Global Motion Playground that will be installed after footing cures.
- ☺ Repaired the water mister in Community Park, repaired the water fountain at 911 Memorial Town Hall Park.
- ☺ Weekly cleaning of open air shelters after each use throughout the Lisbon Park system.
- ☺ De-weeding planting beds throughout the parks and municipal grounds.
- ☺ Weekly garbage collection and restroom cleaning.

Superintendent duties:

- Planning and preparing for the upcoming (Lisbon Community Festival Event) on June 22, 2019 Lisbon Community Park from 11:00am till 4:00pm
- Planning and preparing for the (Lions Ride for the Blind Event) on June15, 2019 Lisbon Community Park 9:00 am- 2:00 pm.
- Training 3 new seasonal workers
- Worked on water system problems with the fountain mister, bubblers and hydrants in Community Park.
- Superintendent works with staff on park duties/projects on a daily bases.

Submitted by:

John Greiten

Lisbon Park Superintendent



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Oakwood Road Speed Limit Reduction Request

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, June 6, 2019

RECOMMENDATION: Adopt Ordinance 12-19

EXPLANATION

The Town received a request from Joe Schartle to reduce the speed limit on Oakwood Road, which was forwarded to Public Works Director DeStefano and Engineer Leisses. The following page is the email chain regarding this request. Engineer Leisses agrees the speed limit can be reduced, which is done by an ordinance.

Normally the Public Safety Committee would review requests like this but since this is a cut and dry approval allowed by the State Statutes, Supervisor Plotecher and I discussed it and decided to send this right to the Town Board.

[Click here](#) to view the speed limit regulations and allowances for reductions.

I recommend approval.

Gina Gresch

From: Leisses, Mitchell
Sent: Wednesday, May 29, 2019 11:36 AM
To: Gina Gresch; Joe DeStefano Jr.
Subject: Re: Lisbon Public Safety Committee, Requested Action, revision 5/28/2019

Good Morning Gina,

In looking at the Town Ordinances, just about every subdivision roadway is 25 mph with the exception of a couple. This road is a dead end that also provides access to Lisbon Community Park. I'm not sure if there are Town records that indicate the reason for posting this as 35 mph, but I don't think it is a stretch to reduce this to 25 mph when looking at some of the other roadways and subdivisions around it. Especially with a park system across the street. The Town can accomplish this by passing an ordinance. I also don't believe it requires state approval, per 349.11 (3)(c) of the state statutes.

Mitchell Leisses

Office/Project Manager

Kunkel Engineering Group**a Geo-Logic Company**

1115 South Main Street

West Bend, WI 53095

Office: (920)356-9447 | Direct: (920)210-6330

mleisses@kunkelengineering.com or mleisses@geo-logic.com

www.kunkelengineering.com | www.geo-logic.com

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From: Gina Gresch <ggresch@townoflisbonwi.com>
Sent: Wednesday, May 29, 2019 9:29 AM
To: Joe DeStefano Jr.; Leisses, Mitchell
Subject: FW: Lisbon Public Safety Committee, Requested Action, revision 5/28/2019

Good Morning Joe and Mitch, please see the email below from Mr. Schartle about reducing a speed limit. Mitch would you be the engineer to review this or do you have a traffic person? Below is the link to a transportation bulletin outlining when speed limits can be raised or lowered. Oakwood Road does lead to Community Park so I think we could lower it by 10mph just because of that. Please let me know what you recommend and we'll get a Public Safety Committee meeting together. Thank you!

https://www.wisctowns.com/documents/speed-limits-bulletin_2009.pdf

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

-----Original Message-----

From: Joe Lumi Schartle <jschartle@wi.rr.com>
 Sent: Tuesday, May 28, 2019 10:56 PM
 To: dgreen@townoflisbonwi.com
 Cc: ggresch@townoflisbonwi.com; Joe Lumi Schartle <jschartle@wi.rr.com>;
 jgreiten@townoflisbonwi.com
 Subject: Lisbon Public Safety Committee, Requested Action, revision
 5/28/2019

Dear Mr. Dan Green,

Thank you for speaking with me in person this afternoon at the Lisbon Town Hall regarding the 35 MPH speed limit on Oakwood Road. Per your advice I submit the following request to the Public Safety Committee:

REQUESTED ACTION

Please consider lowering the posted speed limit on Oakwood Road from 35 MPH to 25 MPH.

RATIONALE

Please note that when I refer to “we” and “us” I am referring to the property Owners on Oakwood Road and Oakwood Court that support this requested change.

1. Lake 5 Road is 35MPH and a wider road with stripes and signage. In my opinion 35MPH is the correct safe speed for Lake 5 Road. (Side Note: There is a rumor that you are considering to raise this limit to 40MPH. Please do not raise this limit; especially in light of the hill and dangerous turn onto Oakwood Road.)
2. Oakwood Road is also posted 35MPH but has no stripes, is more narrow, and accesses only residential homes i.e.: It is an internal subdivision road. Is there any other examples of internal subdivision roads posted at 35MPH? The ones I notice are all posted 25MPH.
4. There are two vertical curves on Oakwood that create two blind spots. One high curve (hill) just East of the park entrance and one low curve (valley) just East of Oakwood COURT. These are BLIND spots meaning a driver cannot see what is beyond.
5. I request the PSC members to drive 35MPH on Oakwood Road, they will

immediately realize it is an unsafe speed. Add a little ice and snow to the equation...

3. Lisbon Community Park has an essentially identical road posted at 15MPH, which I think is the correct safe speed limit for the park.

THEREFORE

It seems reasonable to request the Public Safety Committee to consider lowering the speed limit on Oakwood Road to 25MPH.

Thank you for your general service to our Community, and specifically for your consideration of this safety concern.

Humbly submitted,
Joseph Schartle
30 year Oakwood Road Property Owner
414 651 2720
jschartle@wi.rr.com

STATE OF WISCONSIN

TOWN OF LISBON

WAUKESHA COUNTY

Ord. 12-19

**ORDINANCE REDUCING THE SPEED LIMIT ON OAKWOOD ROAD
FROM 35MPH TO 25MPH IN THE TOWN OF LISBON,
WAUKESHA COUNTY, WISCONSIN**

SECTION 1: The Town Board of the Town of Lisbon, Waukesha County, Wisconsin, has the specific authority under s. [349.11](#), Wis. stats., to adopt this ordinance; and

WHEREAS, this ordinance, adopted by a majority of the Town Board on a roll call vote with a quorum present and voting and proper notice having been given, provides for the reduction of the speed limits on certain town highways in the town as follows:

- A. Pursuant to s. [349.11](#), Wis. stats., effective June 11, 2019, speed limits on certain Town of Lisbon town highways are reduced or modified as follows:

25 MPH – OAKWOOD ROAD FROM LAKE FIVE ROAD TO THE TERMINUS.

- B. Pursuant to s. [349.11 \(5\)](#), Wis. stats., the Town Chairperson, or his or her designee, shall place appropriate traffic signs at the above-described locations on or before the effective date of this ordinance.*
- C. No person may operate any vehicle on the above-noted town highways in violation of the above-noted speed limits. Any violation shall be subject to penalties under s. [346.60](#), Wis. stats.

This ordinance is effective on Tuesday, June 11, 2019.

The Town Clerk shall properly post or publish this ordinance as required under s. [60.80](#),

SECTION 2: All ordinances or parts of ordinances conflicting with or contravening the provisions of this ordinance are hereby repealed.

SECTION 3: This ordinance shall take effect upon passage and posting as provided by law.

PASSED AND ADOPTED by the Town Board of the Town of Lisbon, Waukesha County, Wisconsin this 10th day of June, 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: _____
Dan Green, WCMC
Town Clerk



** Note: Sign placement is governed by the Manual on Uniform Traffic Control Devices authorized under s. 84.02 (4) (e), Wis. stats. The manual may be accessed at the Department of Transportation Website*

Administrative Offices
W220 N6151 Town Line Road
Sussex, Wisconsin
53089-3999

Telephone — 262 246 1973
Facsimile — 262 246 6552
www.hamilton.k12.wi.us



Paul Mielke, Ph.D.
Superintendent x 1107

June 6, 2019

Ms. Gina Gresch
Town Administrator
W234N8676 Woodside Road
Lisbon, WI 53089

Dear Ms. Gresch:

I am contacting you on behalf of the Hamilton School District inquiring as to the availability of a portion of the vacant land owned by the Town of Lisbon (formerly the Lied's property). The District may be interested in obtaining a few acres of the land which is connected to the Hamilton High School campus. If there is any potential for the district to acquire a portion of the land, I would like to meet to discuss in more detail and explore any possibilities that might exist.

Please contact me with any questions or ideas you may have concerning this request.

Sincerely,

A handwritten signature in blue ink that reads "Paul Mielke".

Paul Mielke, Ph.D.
District Administrator
Hamilton School District

Serving the Communities of:

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