



Agenda
Town Board Meeting
Town of Lisbon, Town Hall
Monday, October 28, 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. October 14 & 21, 2019 Town Board minutes.
 - ii. Barnwood Conservancy Letter of Credit Reduction Request #5.
 - iii. Accept resignation of Ryan Kitzinger from the Park Committee.
 - iv. Adopt Resolution 12-19, A Resolution Amending the Town of Lisbon Land Use Map for the property known as "Brown Property", for the property located at N55W25299 Richmond Road, LSBT 0273.998.
 - v. Ordinance 21-19, "Ordinance Repealing and Recreating Section 2.06(a) of the Town of Lisbon Code Regarding Polling Places".
- 5. Approval of Bills.**
- 6. Announcements/Correspondence.**
 - Meeting Schedule
 - 2020 Appliance and Electronics Recycling Event Flyer
- 7. Department Reports - Presentation of activity statistics and recently attended meetings.**
 - Administrator
 - Clerk
 - 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 to write-off uncollectable debt.
- B. Discussion and necessary action to direct Kunkel Engineering Group to apply on behalf of the Town, to apply for Multimodal Local Supplement (MLS) Funding from the Wisconsin Department of Transportation at a cost not to exceed \$1,500, for the Lake Five Trail Paving Project.
- C. Discussion regarding a citizen's request to restrict drones flying onto private properties.

11. Discussion and necessary action to convene into Closed Session, pursuant to Wis. Stats. 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved with respect to the existing Boundary Stipulation and Wis. Stats. 66.02162 and Cooperative boundary agreements(s) under Wis. Stats. 66.0307. Continuing Closed Session Pursuant to Wisconsin Statute 19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, more specifically, to discuss terms of an agreement and negotiations with the Briohn Corporation involving the possible sale of a portion of Town lands (formerly the Lied's property), and also discussing creating TID #2 on the property known as the "Brown Farm".

12. Discussion and necessary action to reconvene into Open Session for possible action on Closed Session deliberations.

13. 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, October 24, 2019

RECOMMENDATION:

Approval of the Consent Agenda items.

EXPLANATION:

- i. Town Board Meeting Minutes.**
October 14 & 21, 2019 Town Board minutes
- ii. Barnwood Conservancy Letter of Credit Reduction Request #5.**
 - Town Engineer Mitch Leisses of Kunkel Engineering has reviewed the developer's request and recommends approval of the reduction. Engineer Leisses' review letter is on the following page.
- iii. Accept resignation of Ryan Kitzinger from the Park Committee.**
 - Please see Ryan's letter included in the packet. The Park Committee now has two open seats. Both terms expire July 1, 2021.
- iv. Adopt Resolution 12-19, a Resolution Amending the Town of Lisbon Land Use Map for the property known as "Brown Property", for the property located at N55W25299 Richmond Road, LSBT 0273.998.**
 - This resolution was adopted by the Plan Commission and is ready for Town Board approval. It should have been ready for approval prior to the ordinance the Town Board adopted at their last meeting.
- v. Adopt Ordinance 21-19, Repealing and Recreating the Town Code relating to Town Polling Places.**
 - Please see Clerk Green'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
October 14, 2019
6:30 p.m.**

Chairman Osterman called the Town Board meeting to order at 6:31 PM.

Roll Call: Present: Chairman Osterman, Supervisors Gamiño, Plotecher and Beal. Also present: Dan Green, Town Clerk and Joe DeStefano, DPW Director. Supervisors Moonen and Beal were excused.

Comments from citizens present.

Mike Reilly, W259N9116 State Rd. 164 Stated he is the President of Sussex Lisbon Historical Society. Last year he came to the Board to ask for funding in the amount of \$5,000 to help with their budget. This year he is requesting again for \$5,000 to help with the budget deficit along with an additional \$5,000 to be used for digitizing project work for next year. He has become involved with Pauline Haass library personnel in coming up with project to digitize. The Library is willing to work with them to help in this project. He explained the request would be in two steps, \$5,000 for the yearly budget and \$5,000 line item for the digitization project for additional computer storage and a digital scanner. None of these monies would be used by the library. With the State moving toward more digital work, his group feels this is necessary. He is also asking the Village of Sussex for additional funds to cover heating and cooling expenses for the year for a total of \$3,000 but hasn't heard anything yet. Mike stated he will come to the October 21 meeting to talk more about it and would be happy to sit in. He also plans to come to the November 14 meeting.

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. September 23, 2019 Town Board minutes
- ii. Operator's Licenses
- iii. Ordinance No. 14-19 Good Hope Road Right-of-Way Detachment
- iv. Ordinance No. 15-19 Maple Avenue Right-of-Way Detachment
- v. Ordinance No. 16-19 Breitenbach Property Detachment
- vi. Ordinance No. 17-19 Brown Property Comprehensive Plan Amendment

Motion by Supervisor Plotecher to approve the Consent Agenda. Seconded by Supervisor Gamiño. Motion carried, 3-0.

Approval of Bills.

Motion by Supervisor Plotecher to approve the bills dated October 14, 2019. Seconded by Supervisor Gamiño. Motion carried, 3-0.

Announcements/Correspondence.

- Meeting Schedule
- September 21, 2019 Appliance & Electronics Event Drop-Off Report.

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

- Administrator –

Dept. of Administration Border Agreement Public Hearing

This DOA Public Hearing is scheduled for Wednesday, November 6, 2019 from 4pm to 7pm at the Richard Jung Memorial Fire Station. A meeting announcement has been posted on Channel 14, the website and on Facebook as an event encouraged people to attend or write a letter/email. This public hearing is about the Border Agreement only, not the incorporation efforts. Below are the links to the DOA's website for our plan, hearing notice and legal notice published in the papers.

<https://doa.wi.gov/Pages/LocalGovtsGrants/MunicipalBoundaryReviewNews.aspx>
https://doa.wi.gov/DIR/11-6-2019_Agenda_Lisbon-Merton_Public_Hrg.pdf
https://doa.wi.gov/DIR/Public_Hrg_Legal_Notice%2011-6-2019.pdf

- Clerk –

Population Estimates for January 1, 2019

The January final estimates were release by the Department of Administration. The DOA confirmed the final estimate as 10,523.

"Approximately 8,002 of the estimated population for the Town of Lisbon in Waukesha County are of voting age. This approximation is a courtesy estimate that helps you comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the 2010 Census proportion of persons age 18 and over to the final January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate."

- Fire Department –

Chairman Osterman gave the Fire Chief's report which included special events from September including the September 9 Blood Drive, stand by for the Hamilton home football games, and the burning of the Hillside House on September 21st. He also reviewed a list of meetings attended by the Chief in September.

- Parks Department –

Supervisor Gamiño reviewed work that the Park staff had done in September including relining soccer fields and spraying baseball infields for weeds, aeration of sport field turf, attending Greenfield Safety Day, Working on the 911 Memorial lights, installing a memorial tree and plaque at Community Park, maintaining equipment and fleet and performing weekly mowing.

- Public Works Department –

Joe DeStefano reviewed work that the Public Works Department have done the past month including resetting five storm sewer catch basins, repairing the track on the track loader, filling shoulder washouts, trimming branches in the ROW and performing duties at the compost site. He also reviewed meetings he attended in September.

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.

Unfinished Business.

None

New Business.

Discussion and necessary action to adopt Resolution 14-19, Resolution Approving Cooperative Plan with the Village of Lannon.

Motion by Chairman Osterman to adopt Resolution 14-19, Resolution Approving Cooperative Plan with the Village of Lannon. Seconded by Supervisor Gamiño. Motion carried, 3-0.

Discussion and necessary action on the Town Improvement Fund carryover monies purchase requests.

Motion by Chairman Osterman to postpone "Discussion and necessary action on the Town Improvement Fund carryover monies purchase requests" until the next meeting. Seconded by Supervisor Gamiño. Motion carried, 3-0.

Discussion and necessary action on the purchase of two medium duty patrol truck dump trucks with plow, wing and salter package using Sinking Fund monies.

Joe DeStefano explained that one of the new trucks would replace the oldest truck in their fleet. The other truck would replace one of their fleet trucks that has been leaking money in repair costs. He did some number crunching and the purchase of two trucks would be doable. It would create a \$53,000 deficit in the budget which they could recoup by the sale of the two trucks that are being replaced. He explained that trade in value alone of those two trucks would be \$47,000 and he thinks the worst case scenario would be breaking event at \$53,000. The second part of his request is deciding which trucks based on the quotes provided. He explained that Mach provides a great service by sending a technician on site for repairs through the life of the truck. They also have a mobile parts person who will go through and break down the parts we need on the spot. Currently they have a Mach truck and they visit the town on a bi-monthly basis. These services are included in the cost of the truck. He broke it down and it would cost \$153 dollars extra per year to get the Mach which he thought was worth it.

Chairman Osterman asked if these trucks would be purchased next year. Joe DeStefano stated yes and originally the quoted prices were a lot higher but he was able to talk him down. The Chairman also asked the Board if they are willing to spend a little more money for the extra service Mach provides. The Board was okay with that option.

Motion by Chairman Osterman to approve the purchase of two medium duty patrol truck dump trucks with plow, wing and salter package using Sinking Fund monies for a not to exceed cost of \$384,290.90. Seconded by Supervisor Plotecher. Motion carried, 3-0.

Adjournment.

Motion by Supervisor Gamiño to adjourn the Monday, October 14, 2019 Town Board of Supervisors meeting at 6:57 PM. Seconded by Supervisor Plotecher. Motion carried, 3-0.

Respectfully submitted,

Dan Green, WCMC/CMC
Town Clerk

**Minutes of the Town Board Meeting
Town of Lisbon, Town Hall
October 21, 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: 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. Operator's Licenses.
- ii. Request from Neumann Companies to return the Hillside Ridge development's Letter of Credit to the bank in full.

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

Unfinished Business.

New Business.

Discussion and necessary action to reconsider the motion made by Ordinances No. 14-19 and No. 15-19 relating to the Good Hope Road and Maple Avenue Right-of-Way Detachments.

Motion by Chairman Osterman to approve the action to reconsider the motion made by Ordinances No. 14-19 and No. 15-19 relating to the Good Hope Road and Maple Avenue Right-of-Way Detachments. Seconded by Supervisor Beal. Motion carried, 5-0.

Discussion and necessary action on the following requests from Kwik Trip, Inc., for the property located at N67W27619 Silver Spring Drive, LSBT 0219.994.001, 0219.994.002 & 0219.994.003:

1. Conditional Use Permit Amendment

Motion by Chairman Osterman to approve the request from Kwik Trip, Inc., for the property located at N67W27619 Silver Spring Drive, LSBT 0219.994.001, 0219.994.002 & 0219.994.003 for a Conditional Use Permit. Seconded by Supervisor Beal. Motion carried, 5-0.

Adjournment.

Motion by Supervisor Gamiño to adjourn the Monday, September 23, 2019 Town Board of Supervisors meeting at 6:43 PM. Seconded by Supervisor Beal. Motion carried, 5-0.

Respectfully submitted,

Dan Green, WCMC/CMC
Town Clerk



1115 S. Main Street
West Bend, WI 53095
262-384-4406
kunkelengineering.com

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RECEIVED

By Gina Gresch at 8:35 pm, Oct 14, 2019

October 14, 2019

Ms. Gina C. Gresch
Town of Lisbon Administrator
W234N8676 Woodside Road
Lisbon, WI 53089-1545

VIA EMAIL ONLY

**Re: Barnwood Conservancy
Letter of Credit SB95151 - Reduction Request #5**

Dear Ms. Gresch:

Construction of the Barnwood Conservancy development has completed the majority of the construction, with the exception of the surface course of asphalt and miscellaneous punch list items. Our office is in receipt of invoices from Gallitz Grading, Inc., dated September 16, 2019, in the amounts of \$175,829.67 and \$8,325.00. In addition, with the completion of the gravel shoulder and the asphalt pedestrian path, Payne & Dolan has also submitted invoices dated June 28, 2019 and September 10, 2019, in the amount of \$29,625.00 and \$65,100.00, respectively. In accordance with the development agreement the Town is in position to reduce the letter of credit in the amount of \$215,212.00 computed as follows:

Letter of Credit Reduction

- Total Letter of Credit (Includes 20% Financial Guarantee) = \$1,725,433.32
- Amount of previous reductions = \$958,797.08
- Total amount of construction completed = \$1,174,009.08
- Amount Approved this request = \$215,212.00
- Balance of Letter of Credit = \$551,424.24

Please note, the amount approved within this letter of credit reduction does not total the same as invoiced by the Developer's Contractors. Per Section X of the Developer's Agreement, the letter of credit will be reduced from time to time providing that the remaining letter of credit is sufficient to secure payment for the remaining improvements. At this time, I feel there is still a significant amount of work required for the completion of the roadway (asphalt surface course and final shoulder work), and miscellaneous work on the ponds and restoration, so no additional reduction shall occur until those work efforts are complete.

Gina, the remaining construction dollars are subject to the 20% financial guarantee, as outlined within the developer's agreement. The balance of the letter of credit will be eliminated once the construction of the subdivision improvements has been completed and accepted by the Town, all lien waivers have been received for contractors, subcontractors and suppliers, and finally all Town invoices for administrative costs and inspection fees have been paid.

Should either you or the Town Board have any further questions please contact me.

Sincerely,

KUNKEL ENGINEERING GROUP

Mitchell Leisses, Office/Project Manager

Enclosures



PAYNE & DOLAN
INCORPORATED
 A WALBEC GROUP COMPANY

INVOICE

TO: Miller Marriott Construction Co LLC
 240 Pawling Ave, Ste 201
 Hartland, WI 53029

DATE: June 28, 2019
 PROJECT MANAGER: Parker Sovey
 CUSTOMER #: 818727
 INVOICE #: 204915-02

JOB NAME: **Barnwood Conservancy**

For furnishing the necessary labor, materials and equipment to complete the above named project as follows:

Shouldering -	\$ 29,625.00
TOTAL AMOUNT DUE THIS INVOICE	\$ 29,625.00
	JRS

*If you have any questions or concerns on this invoice, please contact me @ 262-366-5587
 Thank you.*

Remit To: P.O. Box 781 - Waukesha, WI 53187-0781
 262-524-1700 - FAX 262-524-1845

INVOICE DUE NET UPON RECEIPT



PAYNE & DOLAN
 INCORPORATED
 A WALBEC GROUP COMPANY

INVOICE

TO: Miller Marriott Construction Co LLC
 240 Pawling Ave, Ste 201
 Hartland, WI 53029

DATE: September 10, 2019
 PROJECT MANAGER: Parker Sovey
 CUSTOMER #: 818727
 INVOICE #: 204915-03

JOB NAME: Barnwood Conservancy

For furnishing the necessary labor, materials and equipment to complete the above named project as follows:

Path and Driveway -	\$	65,100.00
TOTAL AMOUNT DUE THIS INVOICE	\$	65,100.00
		<i>JPS</i>

*If you have any questions or concerns on this invoice, please contact me @ 262-524-1879
 Thank you.*

Remit To: P.O. Box 781 - Waukesha, WI 53187-0781
 262-524-1700 - FAX 262-524-1845

INVOICE DUE NET UPON RECEIPT

Gallitz Grading, Inc.
 N6131 Cty Rd Y
 Johnson Creek, WI 53038
 Phone # 920-699-9347

Invoice

DATE	INVOICE #
9/16/2019	10565

BILL TO
Miller Marriott Custom Homes, LLC 249 Pawling Ave., Ste. 201 Hartland, WI 53029

P.O. NO.	TERMS	PROJECT
Barnwood	30-Days	

QUANTITY	DESCRIPTION	RATE	AMOUNT
	Landscaping (Ground Affects) to date per estimate *Add'l straw wattles & seeding after WE Energies	100,491.87 4,750.00	100,491.87 4,750.00
14,127	Tons of 3" stone ~ Add'l stone cost due to Lannon Stone not honoring price quote from Halquist after sale of pit	2.25	<i>travel</i> 31,785.75
1,698.5	Tons of 3" stone ~ undercut soft areas in road grade (per town engineer)	13.50	<i>pay grading</i> 22,929.75
1,380.2	Tons of stone for walkpath (not in estimate) <i>in Bid</i> Sales Tax - Waukesha Co	11.50 5.10%	15,872.30 0.00
Thank you for your business! 1.5% Interest Charged Per Month After 30 days.		Total	\$175,829.67

Fax #	E-mail	Web Site
920-699-3299	office@gallitzgradinginc.com	www.gallitzgradinginc.com

We accept Mastercard & Visa and there is a \$5,000 charge limit.

Gallitz Grading, Inc.

N6131 Cty Rd Y

Johnson Creek, WI 53038

Phone # 920-699-9347

Invoice

DATE	INVOICE #
9/16/2019	10568

BILL TO

Miller Marriott Custom Homes, LLC
 249 Pawling Ave., Ste. 201
 Hartland, WI 53029

P.O. NO.	TERMS	PROJECT
Barnwood	30-Days	

QUANTITY	DESCRIPTION	RATE	AMOUNT
	Site work clean up & regrade after WE Energies (machine time)	8,325.00	8,325.00
	5/30/19 clean up ditch after electrical install 7.5 hrs. CAT 336F loading spoils & clean up @ \$200/hr. \$1500 8 hrs 850K regrade ditches & clean up @ \$175/hr. \$1400 5 hrs D5K regrade ditches & clean up @ \$140/hr. \$700		
	6/6/19 more clean up from WE 6 hrs 850K regrade ditches & clean up @ \$175/hr. \$1050 2 hrs D5K regrade ditches & clean up @ \$140/hr. \$280		
	7/12/19 clean up after WE gas install 8 hrs regrade ditches & clean up @ \$140/hr \$1120 10 hrs 1600 loading topsoil & clean up @ \$140/hr \$1400		
	7/15/19 clean up after WE gas install 5 hrs 850K regrade topsoil in ditches @ \$175/hr \$875 Sales Tax - Waukesha Co	5.10%	0.00
Thank you for your business! 1.5% Interest Charged Per Month After 30 days.		Total	\$8,325.00

Fax #	E-mail	Web Site
920-699-3299	office@gallitzgradinginc.com	www.gallitzgradinginc.com

We accept Mastercard & Visa and
 there is a \$5,000 charge limit.

WAIVER OF LIEN

October 8, 2019

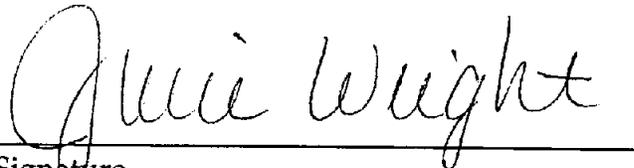
For Value Received, we hereby waive rights and claims for lien on hand and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

FOR: Barnwood Conservancy owner,

BY: Gallitz Grading, Inc.

FOR: Site work, grading and landscaping

same being situated in Waukesha, State of Wisconsin, described as Lake Five and Silver Spring Rd., Town of Lisbon, WI, or all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, except NONE.

A handwritten signature in cursive script, reading "Julie Wight", is written over a solid horizontal line.

Signature

Gallitz Grading, Inc.

RECEIVED

By Gina Gresch at 11:05 am, Oct 09, 2019

014



PAYNE & DOLAN
INCORPORATED
A WALBEC GROUP COMPANY

INVOICE

TO: Miller Marriott Construction Co LLC
240 Pawling Ave, Ste 201
Hartland, WI 53029

DATE: June 28, 2019
PROJECT MANAGER: Parker Sovey
CUSTOMER #: 818727
INVOICE #: 204915-02

JOB NAME: **Barnwood Conservancy**

For furnishing the necessary labor, materials and equipment to complete the above named project as follows:

Shouldering -	\$	29,625.00
TOTAL AMOUNT DUE THIS INVOICE	\$	29,625.00

JRS

*If you have any questions or concerns on this invoice, please contact me @ 262-366-5587
Thank you.*

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		<i>JPS</i>

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Gallitz Grading, Inc.

N6131 Cty Rd Y
 Johnson Creek, WI 53038
 Phone # 920-699-9347

Invoice

DATE	INVOICE #
9/16/2019	10565

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Miller Marriott Custom Homes, LLC 249 Pawling Ave., Ste. 201 Hartland, WI 53029

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Gallitz Grading, Inc.

N6131 Cty Rd Y

Johnson Creek, WI 53038

Phone # 920-699-9347

Invoice

DATE	INVOICE #
9/16/2019	10568

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Miller Marriott Custom Homes, LLC
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WAIVER OF LIEN

October 8, 2019

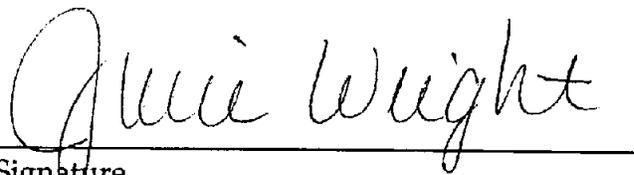
For Value Received, we hereby waive rights and claims for lien on hand and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

FOR: Barnwood Conservancy owner,

BY: Gallitz Grading, Inc.

FOR: Site work, grading and landscaping

same being situated in Waukesha, State of Wisconsin, described as Lake Five and Silver Spring Rd., Town of Lisbon, WI, __ or all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, except NONE.



Handwritten signature of Julie Wight in cursive script, positioned above a horizontal line.

Signature

Gallitz Grading, Inc.

October 21st, 2019

Marlene Kumitsch
Lisbon Park Committee Lead
N59W26260 Mountain Shadows Drive
Sussex, WI 53089

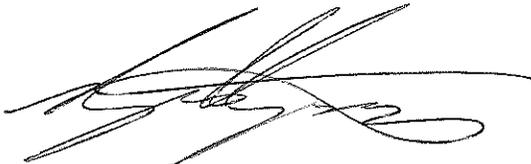
Dear Mrs. Marlene Kumitsch,

Please accept the following letter as official notice that I will be resigning from my position on the Town of Lisbon Parks Committee effective October 21st, 2019.

It is hard to express how much this organization has meant to me during my time spent as a sitting member of the committee. Truthfully, it has been a privilege to be a part of this group, and I will always be grateful for my time spent here. Unfortunately, time constraints and familial responsibilities have made it increasingly difficult for me to fulfill my membership obligations. Should the need for any additional assistance arise, I would be more than happy to continue to serve as a community volunteer as time permits.

Wishing everyone the very best and thank you very much for everything.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ryan Kitzinger', with a large, sweeping flourish at the end.

Ryan Kitzinger

STATE OF WISCONSIN

TOWN OF LISBON

WAUKESHA COUNTY

RESOLUTION 12-19**TOWN OF LISBON LAND USE MAP AMENDMENT APPROVAL**

WHEREAS, The Town of Lisbon Plan Commission adopted the Town of Lisbon Land Use Plan for the Town of Lisbon pursuant to the authority granted the Plan Commission under Section 62.23(3), Wisconsin Statutes, on October 7, 2004; and

WHEREAS, on September 12, 2019, the Town of Lisbon Plan Commission and the Town Board held a Joint Public Hearing to receive testimony on the proposed land use map amendment to the Town of Lisbon Land Use Plan regarding LSBT 0273.998, known as the "Brown Property"; and

WHEREAS, the Town of Lisbon Plan Commission on September 12, 2019, considered said land use amendment and a decision thereon reported to the Town Board of Supervisors, which was for approval as presented in Exhibit A, amending the Comprehensive Plan for a portion of the property located at LSBT 0273.998 from Low Density Residential and other Open Lands to be Preserved to Industrial and Low Density Residential.

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF LISBON PLAN COMMISSION that the map amendment is hereby approved for the Town of Lisbon Land Use Map by majority vote of the Plan Commission as described in Wisconsin Statutes 66.1001(4)(b) subject to the approval of the Village of Sussex as this change differs from Exhibit H of the Boundary Stipulation and Intergovernmental Cooperative Agreement dated January 22, 2001.

BE IT FURTHER RESOLVED that Exhibit H of the Lisbon-Sussex Boundary Stipulation, "Projected Land Uses Added Services Areas (ASA) In Town of Lisbon Receiving Village Sewer Service" is to be amended and be consistent with the proposed land use amendment upon approval of all government authorities involved.

BE IT FURTHER RESOLVED that the detailed land use map amendment exhibit is on file in the office of the Town of Lisbon and is attached Exhibit A.

BE IT FURTHER RESOLVED that the Secretary of the Plan Commission shall file a certified copy of this resolution with the Town Board.

PASSED AND ADOPTED by the Plan Commission of the Town of Lisbon, Waukesha County, Wisconsin this 10th day of October, 2019.

**PLAN COMMISSION, TOWN OF LISBON
WAUKESHA COUNTY, WISCONSIN**

BY: _____
Chairman Joseph Osterman

This resolution was adopted on a motion by Chairman Osterman, seconded by Commissioner Stadler, the affirmative votes of not less than a majority of all the members of the Town Plan Commission being required for approval of the Comprehensive Plan Amendment.

Town Board Endorsement

The Town of Lisbon Land Use Plan was amended, after adoption by the Plan Commission of the above resolution. The resolution was certified to the Town Board by the Secretary of the Plan Commission. The Town Board does hereby endorse the amendment by a motion made by Supervisor _____, seconded by Supervisor _____.

Certification

I, Jane Stadler, Secretary of the Town of Lisbon Plan Commission, hereby certify to the Town Board a copy of this Town of Lisbon Land Use Plan map amendment for the Town of Lisbon approved by the Plan Commission of the Town of Lisbon by resolution on October 10, 2019.

BY: _____
Plan Commission Secretary Jane Stadler





REQUEST FOR CONSIDERATION

PREPARED BY: Dan Green, Town Clerk

ITEM DESCRIPTION: Amendment to Chapter 2, General Government Section 2.06(a)

REPORT DATE: Monday, October 28, 2019

RECOMMENDATION: Adopt Ordinance 21-19, Repealing and Recreating Section 2.06(a) of the Town Code Regarding Polling Places

EXPLANATION

In September the Town Board approved changing Wards 2 and 3 polling location from Hamilton High School to Redeemer United Church of Christ. Chapter 2 of the Town Code has a specific section describing the Town's Polling Places. I am requesting this section be amended to reflect the new location described below.

- Redeemer United Church of Christ, W220N4915 Town Line Road, is designated as the polling place for wards 2 and 3.

RECOMMENDATION

I recommend adopting Ordinance 21-19, An Ordinance Repealing and Recreating Section 2.06(a) of the Town of Lisbon Code Regarding Polling Places.

STATE OF WISCONSIN

TOWN OF LISBON

WAUKESHA COUNTY

Ord. 21-19

ORDINANCE REPEALING AND RECREATING SECTION 2.06(a) OF THE TOWN OF LISBON CODE REGARDING POLLING PLACES

The Town Board of the Town of Lisbon, Waukesha County, Wisconsin, does ordain as follows:

SECTION 1: Section 2.06(a) of the Town of Lisbon Code is hereby repealed and recreated as follows:

2.06 POLLING PLACES.

(a) The Town of Lisbon is divided into three polling places described and designated as follows:

- Town Hall, W234N8676 Woodside Road, is designated as the polling place for wards 1 and 6.
- Redeemer United Church of Christ, W220N4915 Town Line Road, is designated as the polling place for wards 2 and 3.
- Richard Jung Memorial Fire Station, N54W26455 Lisbon Road, is designated as the polling place for wards 4 and 5.

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 28th day of October, 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, CMC/WCMC
Town Clerk



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
1ST AYD CORPORATION						
2	1ST AYD CORPORATION	PSI310297	DEGREASER, BATHRM, RUST SPRY, P	10/04/2019	390.57	10-533-530-3100 SUPPLIES - HIGHWAY
Total 1ST AYD CORPORATION:					390.57	
ADVANCED DISPOSAL SERVICES						
13	ADVANCED DISPOSAL SERVIC	SEPT 2019	GARBAGE & RECYC COLLECTION	09/30/2019	66,984.51	10-546-530-4810 CONTRACT SVCS - REFUSE COLLECT
Total ADVANCED DISPOSAL SERVICES:					66,984.51	
BATZNER PEST CONTROL						
2580	BATZNER PEST CONTROL	2783507	TOWN HALL MONTHLY INSECT CONT	10/15/2019	40.00	10-516-530-4400 CONTRACTED SVS -TOWN HALL
Total BATZNER PEST CONTROL:					40.00	
BOUCHER CHEVROLET OF WAUKESHA						
129	BOUCHER CHEVROLET OF WA	719855C	FRONT END ALIGNMT 2652	10/18/2019	502.58	10-523-530-5500 MAINTENANCE - AMBO
Total BOUCHER CHEVROLET OF WAUKESHA:					502.58	
BOUND TREE MEDICAL LLC						
130	BOUND TREE MEDICAL LLC	83373829	BLOOD SUGAR TEST STRIPS	10/07/2019	71.45	10-523-530-3860 MEDICAL SUPPLIES - AMBO
130	BOUND TREE MEDICAL LLC	83373830	SANI WIPES AMBO	10/07/2019	60.72	10-523-530-3860 MEDICAL SUPPLIES - AMBO
130	BOUND TREE MEDICAL LLC	83377099	MEDICAL SUPPLIES MISC	10/09/2019	214.65	10-523-530-3860 MEDICAL SUPPLIES - AMBO
Total BOUND TREE MEDICAL LLC:					346.82	
BURRIS EQUIPMENT CO.						
152	BURRIS EQUIPMENT CO.	PI02815	BUSHINGS - SMITHCO GROOMER	10/12/2019	28.06	10-552-530-5410 EQUIP MAINTENANCE - PARKS
152	BURRIS EQUIPMENT CO.	PI02930	2ND SET BUSHING - SMITHCO GROO	10/16/2019	29.06	10-552-530-5410 EQUIP MAINTENANCE - PARKS
Total BURRIS EQUIPMENT CO.:					57.12	
CANON FINANCIAL SERVICES INC						
157	CANON FINANCIAL SERVICES I	20664950	TOWN HALL COPIER CONTRACT	10/13/2019	286.79	10-518-530-4000 EQUIPMENT LEASES - GEN GOV'T
Total CANON FINANCIAL SERVICES INC:					286.79	
CHALLENGER BATTERY SERVICE						
170	CHALLENGER BATTERY SERVI	217136	2 BATTERIES TRUCK#18	10/15/2019	190.00	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total CHALLENGER BATTERY SERVICE:					190.00	
CJ & ASSOCIATES INC						
2500	CJ & ASSOCIATES INC	0226320-IN	DESK CHAIR	08/09/2019	353.62	10-516-530-3100 OFFICE SUPPLIES - TOWN HALL
Total CJ & ASSOCIATES INC:					353.62	
COREY OIL LTD						
205	COREY OIL LTD	149025	DEF, ENGINE OIL & MIX GAS	10/16/2019	862.86	10-533-530-3700 GAS/OIL/GREASE - HIGHWAY
Total COREY OIL LTD:					862.86	
CRAMER MULTHAUF & HAMMES LLP						
212	CRAMER MULTHAUF & HAMME	320	REG TOWN LEGAL ISSUES	09/30/2019	1,661.25	10-518-530-4110 LEGAL FEES - GEN GOV'T
212	CRAMER MULTHAUF & HAMME	320	FINCO CSM & DRIVEWAY AGRMT	09/30/2019	123.75	10-563-530-4120 ATTORNEY - PC - REIMB
212	CRAMER MULTHAUF & HAMME	320	NEUMANN HILLSIDE DA & PLAT RVW	09/30/2019	295.75	10-563-530-4120 ATTORNEY - PC - REIMB
212	CRAMER MULTHAUF & HAMME	320	NEUMANN PRSRV DA & PLAT RVW	09/30/2019	239.50	10-563-530-4120 ATTORNEY - PC - REIMB
212	CRAMER MULTHAUF & HAMME	320	PC MTG ATTENDANCE & RVW PACKE	09/30/2019	855.00	10-563-530-4110 ATTORNEY - PC - NON-REIMB
212	CRAMER MULTHAUF & HAMME	320	WKLY PHONE CALL RVW PC MATTER	09/30/2019	815.00	10-563-530-4110 ATTORNEY - PC - NON-REIMB
212	CRAMER MULTHAUF & HAMME	320	ZONING CODE ORDINANCE RVWS	09/30/2019	873.75	10-563-530-4110 ATTORNEY - PC - NON-REIMB
212	CRAMER MULTHAUF & HAMME	320	RADIO TOWER OVERSIGHT	09/30/2019	263.00	10-563-530-4110 ATTORNEY - PC - NON-REIMB
212	CRAMER MULTHAUF & HAMME	320	TID #1 LEGAL WORK	09/30/2019	1,800.00	65-561-530-2100 TID #1 - ATTORNEY
212	CRAMER MULTHAUF & HAMME	320	BORDER AGRMT/INCORPORATION W	09/30/2019	1,215.00	10-511-530-8000 INCORPORATION EFFORTS
212	CRAMER MULTHAUF & HAMME	320	DNR STORMW MAINT AGRMT UPDAT	09/30/2019	142.50	90-563-530-4400 ENGINEERING CONSULTANT - SW
212	CRAMER MULTHAUF & HAMME	9	TID #1 LEGAL WORK - BRIOHN	09/30/2019	731.25	65-561-530-2100 TID #1 - ATTORNEY
212	CRAMER MULTHAUF & HAMME	INV 1	BATZLER LITIGATION	09/30/2019	449.50	10-518-530-4110 LEGAL FEES - GEN GOV'T
Total CRAMER MULTHAUF & HAMMES LLP:					9,465.25	
DENNIS PLOTECHER						
736	DENNIS PLOTECHER	OCT 2019	BOA MTG PAY	10/17/2019	25.00	10-563-530-4500 BOARD OF APPEALS MTG PAY (AP)
Total DENNIS PLOTECHER:					25.00	
DNESCO ELECTRIC INC.						
250	DNESCO ELECTRIC INC.	5337	CK 911 TIMER & 2 LED LIGHT FIXTUR	10/15/2019	282.76	25-550-530-5200 MEMORIAL MAINTENANCE
Total DNESCO ELECTRIC INC.:					282.76	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
FALLS AUTO PARTS & SUPPLIES						
307	FALLS AUTO PARTS & SUPPLIE	589586	V BELT 2695	10/10/2019	40.12	10-522-530-5500 VEHICLE MAINTENACE - FD
307	FALLS AUTO PARTS & SUPPLIE	589786	BATTERY BOX & HLD DWN - ASPHLT	10/15/2019	15.98	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
307	FALLS AUTO PARTS & SUPPLIE	589887	OIL - JOHN DEERE TRACTOR	10/16/2019	71.94	10-552-530-5410 EQUIP MAINTENANCE - PARKS
307	FALLS AUTO PARTS & SUPPLIE	590211	ALLEN WRENCHES	10/22/2019	36.49	10-533-530-3150 SHOP TOOLS - HIGHWAY
307	FALLS AUTO PARTS & SUPPLIE	590211	FILTERS & CLAMPS - TRUCK#18	10/22/2019	92.57	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total FALLS AUTO PARTS & SUPPLIES:					257.10	
HEARTSMART.COM						
2632	HEARTSMART.COM	119877	REPLACE DEFIB PADS	10/17/2019	60.30	10-522-530-3100 SUPPLIES - FD
Total HEARTSMART.COM:					60.30	
INTERSTATE PUMP & TANK LLC						
466	INTERSTATE PUMP & TANK LLC	11420	KEY READER INSTALLED DPW FUEL	10/15/2019	287.00	10-533-530-3700 GAS/OIL/GREASE - HIGHWAY
Total INTERSTATE PUMP & TANK LLC:					287.00	
ITU ABSORB TECH INC.						
469	ITU ABSORB TECH INC.	7338285	MATS & RUGS TOWN HALL	10/14/2019	72.99	10-516-530-4400 CONTRACTED SVS -TOWN HALL
Total ITU ABSORB TECH INC.:					72.99	
JANE STADLER						
863	JANE STADLER	OCT 2019	OCT PLAN COMMISSION MTG	10/10/2019	25.00	10-563-510-1100 SALARIES - PC
Total JANE STADLER:					25.00	
JOHN GEHRKE						
363	JOHN GEHRKE	OCT 2019	BOA MTG PAY	10/17/2019	25.00	10-563-530-4500 BOARD OF APPEALS MTG PAY (AP)
Total JOHN GEHRKE:					25.00	
JOURNAL SENTINEL INC.						
541	JOURNAL SENTINEL INC.	2852608	PUBLISH LEGAL NOTICES - SEPT	09/30/2019	74.64	10-518-530-3600 LEGAL NOTICES PUBLICATIONS
Total JOURNAL SENTINEL INC.:					74.64	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
JX ENTERPRISES INC.						
499	JX ENTERPRISES INC.	1287620P	CLEARANCE LIGHTS - ASPHLT HTBX	10/16/2019	60.28	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
499	JX ENTERPRISES INC.	1287739P	LED PIGTAILS - ASPHLT HTBX WGN	10/17/2019	25.25	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
Total JX ENTERPRISES INC.:					85.53	
KETTLE MORAINÉ HARDWOODS, INC						
2633	KETTLE MORAINÉ HARDWOOD	64597	SIDE BOARD - TRUCK#3	10/15/2019	61.60	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total KETTLE MORAINÉ HARDWOODS, INC:					61.60	
LAKESIDE INTERNATIONAL						
547	LAKESIDE INTERNATIONAL	1293168P	SENDING UNIT TRUCK#17	10/10/2019	141.23	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
547	LAKESIDE INTERNATIONAL	3074322P	SENSORS & GASKETS DPF - TRK#17	10/15/2019	422.99	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total LAKESIDE INTERNATIONAL:					564.22	
LANGE ENTERPRISES INC.						
552	LANGE ENTERPRISES INC.	70600	STREET SIGNS - BARNWOOD CONSE	10/09/2019	368.20	10-533-530-3540 SIGNS - HIGHWAY
552	LANGE ENTERPRISES INC.	70659	STREET SIGN CAPS & CROSS PIECE	10/09/2019	215.20	10-533-530-3540 SIGNS - HIGHWAY
Total LANGE ENTERPRISES INC.:					583.40	
LISBON SANITARY DISTRICT #1						
575	LISBON SANITARY DISTRICT #1	SEPT 2019	SEWER FLOW FROM SUSSEX	10/16/2019	47.31	10-522-530-7250 SEWER FLOW SUSSEX - FD
575	LISBON SANITARY DISTRICT #1	SEPT 2019	SANITARY DIST SEPT SERVICES	10/16/2019	1,090.34	10-522-530-7260 SEWER MAINTENANCE - FD
Total LISBON SANITARY DISTRICT #1:					1,137.65	
MENARDS -- PEWAUKEE						
607	MENARDS -- PEWAUKEE	52796	PAINT SUPPLIES	10/04/2019	62.20	10-522-530-5200 BLDG MAINTENANCE - FD
607	MENARDS -- PEWAUKEE	53172	SPONGES, FLOOR NOZZLE, SHOPVA	10/11/2019	54.47	10-552-530-3140 GENERAL OPERATING SUP - PARKS
607	MENARDS -- PEWAUKEE	53316	BATTERIES, 2 TRAIL CAMS, SD READ	10/14/2019	290.79	10-552-530-3140 GENERAL OPERATING SUP - PARKS
607	MENARDS -- PEWAUKEE	53379	HAND TOWELS & GREAT STUFF	10/15/2019	31.43	10-552-530-3140 GENERAL OPERATING SUP - PARKS
607	MENARDS -- PEWAUKEE	53748	WAX, BED LINER SPRAY, BLK PAINT	10/22/2019	56.83	10-552-530-5500 VEHICLE MAINTENANCE - PARKS
Total MENARDS -- PEWAUKEE:					495.72	
MIDOU GUEYE						
2634	MIDOU GUEYE	OCT 2019	REIMB BOOTS & SUSPENDERS	10/21/2019	397.00	10-522-530-3810 UNIFORMS - FD

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total MIDOU GUEYE:					397.00	
MOTION AND CONTROL ENTERPRISES LLC						
787	MOTION AND CONTROL ENTER	X91867-001	HOSE & FITTINGS - WINTER TRK PRE	10/17/2019	579.31	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total MOTION AND CONTROL ENTERPRISES LLC:					579.31	
PARTSMASTER						
704	PARTSMASTER	23472005	CUTOFF WHEELS & SHIPPING	10/09/2019	99.29	10-533-530-3100 SUPPLIES - HIGHWAY
704	PARTSMASTER	23472005	WIRE CRIMPER, DRILL BITS, TOOL SE	10/09/2019	238.20	10-533-530-3150 SHOP TOOLS - HIGHWAY
Total PARTSMASTER:					337.49	
PIRTEK MENOMONEE FALLS						
730	PIRTEK MENOMONEE FALLS	S3025316.001	LINE FLARED & NUT - TRK#17	10/10/2019	11.54	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total PIRTEK MENOMONEE FALLS:					11.54	
ROAD EQUIPMENT PARTS CENTER						
791	ROAD EQUIPMENT PARTS CEN	907879	QUICK RELEASE VALVE - TRUCK#5	10/03/2019	25.31	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
791	ROAD EQUIPMENT PARTS CEN	908499	BRAKE CHAMBERS & RLS VLV TRK#7	10/15/2019	211.94	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
791	ROAD EQUIPMENT PARTS CEN	908869	BRAKE HOSE - TRUCK#11	10/21/2019	8.63	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total ROAD EQUIPMENT PARTS CENTER:					245.88	
SCHAEFFER MFG. CO						
814	SCHAEFFER MFG. CO	TXL4805-INV1	CITROL AEROSOL FOR ASPHLT TOOL	10/04/2019	234.76	10-533-530-3570 IN-HOUSE PAVING - HIGHWAY
Total SCHAEFFER MFG. CO:					234.76	
SERVICE SANITATION WISCONSIN, INC						
2576	SERVICE SANITATION WISCON	7833697	PORTABLE RESTROOM - COMPOST S	10/18/2019	80.00	35-561-530-4400 CONTRACTED SVCS - GRINDER
2576	SERVICE SANITATION WISCON	7833698	PORTABLE RESTROOM - TOWN HALL	10/18/2019	190.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7833699	PORTABLE RESTROOM - STONE FAMI	10/18/2019	80.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7833700	PORTABLE RESTROOM - STONEY HA	10/18/2019	80.00	10-552-530-4400 CONTRACTED SVCS - PARKS
2576	SERVICE SANITATION WISCON	7833701	PORTABLE RESTROOM - LISBON OAK	10/18/2019	80.00	10-552-530-4400 CONTRACTED SVCS - PARKS
Total SERVICE SANITATION WISCONSIN, INC:					510.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
STAPLES ADVANTAGE						
865	STAPLES ADVANTAGE	3427361682	OFFICE SUPPLIES	10/05/2019	105.61	10-522-530-3100 SUPPLIES - FD
Total STAPLES ADVANTAGE:					105.61	
STARK ASPHALT						
866	STARK ASPHALT	50047883	ASPHLT&TACK PATCHING RUT - PLNV	10/15/2019	1,411.63	10-533-530-3570 IN-HOUSE PAVING - HIGHWAY
866	STARK ASPHALT	50047883	RCYCLD ASPHLT SHOULDERING	10/15/2019	77.28	10-533-530-3550 GRAVEL - HIGHWAY
Total STARK ASPHALT:					1,488.91	
STRAIGHT LINE AUTOMOTIVE						
880	STRAIGHT LINE AUTOMOTIVE	100319	REPAIR TURNOUT PANTS	10/03/2019	40.00	10-522-530-3810 UNIFORMS - FD
Total STRAIGHT LINE AUTOMOTIVE:					40.00	
SUSSEX ACE HARDWARE						
7	SUSSEX ACE HARDWARE	188482	PAINT SUPPLIES	10/10/2019	7.89	10-522-530-5200 BLDG MAINTENANCE - FD
7	SUSSEX ACE HARDWARE	188544	WRENCH	10/14/2019	26.98	10-522-530-5410 EQUIPMENT MAINTENANCE - FD
7	SUSSEX ACE HARDWARE	188556	HARDWARE MOUNTING - ASPHLT WG	10/15/2019	3.60	10-533-530-5410 EQUIP MAINTENANCE - HIGHWAY
7	SUSSEX ACE HARDWARE	188570	FURNACE AIR FILTERS	10/16/2019	29.94	10-522-530-5200 BLDG MAINTENANCE - FD
7	SUSSEX ACE HARDWARE	188583	BAKING SODA DEODORIZER	10/16/2019	5.80	10-522-530-5200 BLDG MAINTENANCE - FD
7	SUSSEX ACE HARDWARE	188656	HAND TOOLS FOR MPO CABINET	10/21/2019	86.30	10-522-530-5410 EQUIPMENT MAINTENANCE - FD
Total SUSSEX ACE HARDWARE:					160.51	
SUSSEX AUTO INC.						
896	SUSSEX AUTO INC.	12921	BRAKES 2653	10/17/2019	735.95	10-523-530-5500 MAINTENANCE - AMBO
Total SUSSEX AUTO INC.:					735.95	
THE SHERWIN WILLIAMS CO.						
838	THE SHERWIN WILLIAMS CO.	5007-3	PAINT GRAFFITI TOWNLINE RR BRDG	10/09/2019	395.80	10-533-530-3510 IN-HOUSE STRIPING - HIGHWAY
Total THE SHERWIN WILLIAMS CO.:					395.80	
UNIFIRST CORPORATION						
2349	UNIFIRST CORPORATION	096 1095683	DPW UNIFORMS & MATS	10/14/2019	76.85	10-533-530-3630 UNIFORMS/MATS - HIGHWAY
2349	UNIFIRST CORPORATION	096 1096747	DPW UNIFORMS & MATS	10/21/2019	76.85	10-533-530-3630 UNIFORMS/MATS - HIGHWAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total UNIFIRST CORPORATION:					153.70	
WAUKESHA COUNTY TREASURER						
2390	WAUKESHA COUNTY TREASUR	2019-0000010	NOV 2019 POLICE SERVICES	10/16/2019	58,970.88	10-521-530-4400 CONTRACTED SERVICES - WCS
2390	WAUKESHA COUNTY TREASUR	2019-0000017	SEPT 2019 PRISONER HOUSING	10/09/2019	34.02	10-521-530-4407 HOUSING - WCS
Total WAUKESHA COUNTY TREASURER:					59,004.90	
WIZA DPF CLEANING						
2485	WIZA DPF CLEANING	2082	DPF & DOC CLEANED - TRUCK#18	10/16/2019	450.00	10-533-530-5500 VEHICLE MAINTENANCE - HIGHWAY
Total WIZA DPF CLEANING:					450.00	
Grand Totals:					<u>148,369.39</u>	

Dated: _____

TOP 5 EXPENDITURES

- \$ 66,984.51 ADVANCED DISPOSAL SERVICES - Sept Garbage/Recyc Collection
- \$ 59,004.90 WAUKESHA COUNTY TREASURER - Nov Police Services
- \$ 9,465.25 CRAMER MULTHAUF & HAMMES - Legal, TID & Briohn, Borders/Inc, Zoning, Mtg/Call
- \$ 1,488.91 STARK ASPHALT - Rut Patching on Plainview
- \$ 1,137.65 LISBON SANITARY DISTRICT #1 - Sept Services

Chairman: _____

Board Member #1: _____

Board Member #2: _____

Board Member #3: _____

Board Member #4: _____

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
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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

Thursday, October 24, 2019

Dear Board Members:

This is to notify you of the Town of Lisbon meetings, office closures and elections from **November 6, 2019 through November 29, 2019** at the Town Hall, W234N8676 Woodside Road, unless indicated otherwise.

Wednesday, November 6, 2019	Department of Administration Public Hearing – Merton/Lisbon Border Agreement @4:00 P.M. (Richard Jung Memorial Fire Station)
Monday, November 11, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M. (Town Hall)
Wednesday, November 13, 2019	2020 Budget Public Hearing and Special Town Meeting of the Electors @7:00 P.M. (Town Hall)
Thursday, November 14, 2019	Plan Commission at 6:30 P.M. (Town Hall)
Monday, November 18, 2019	Park Committee at 6:30 P.M. (Richard Jung Memorial Fire Station)
Wednesday, November 20, 2019	Sanitary District Committee at 7:30 P.M. following the Budget Public Hearing (Town Hall)
Monday, November 25, 2019	Supervisor's Office Hours at 6:00 P.M. followed by Town Board at 6:30 P.M. (Town Hall)
Thursday, November 28, 2019	OFFICES CLOSED – THANKSGIVING
Friday, November 29, 2019	OFFICES CLOSED - THANKSGIVING

Sincerely,

Dan Green, CMC/WCMC
Town of Lisbon Clerk

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)

Town of Lisbon is hosting two Appliance & Electronic Recycling Events!!

MARK YOUR CALENDARS!!!

WHEN:

April 11, 2020 from 9:00am – 12:00pm
September 19, 2020 from 9:00am – 12:00pm

WHERE:

DPW Municipal Garage
N72W24958 Good Hope Road
Lisbon, WI 53089

APPLIANCES & LAWN EQUIPMENT:

- | | | |
|---|---|--------------------|
| ✓ Air Conditioners | ✓ Boilers | ✓ Car batteries |
| ✓ Commercial A/C Units | ✓ Dehumidifiers | ✓ Dishwashers |
| ✓ Dryers | ✓ Exercise Equipment | ✓ Freezers |
| ✓ Furnaces | ✓ Grills * (No Propane Tanks Accepted) | ✓ Lawn Mowers * |
| ✓ Microwaves | ✓ Range Tops | ✓ Refrigerators |
| ✓ Snow Blowers * | ✓ Stoves | ✓ Vending Machines |
| ✓ Wall Ovens | ✓ Washers | ✓ Water Coolers |
| ✓ Water Heaters (No Water Softeners) | | |

ALL GAS AND OILS MUST BE REMOVED PRIOR TO DROP OFF

ELECTRONICS:

- All Computers, Laptops, Servers, Computer parts, Wiring, Printers, Copiers, & Stereos
- CRT TV's *
- LCD TV's *
- Cell Phones
- VCRs
- Tablets
- Video games consoles
- Blue Ray Players
- Small appliances (i.e.; toasters, hair driers, vacuums, fans, etc.)
- LED TVs *
- Console TVs *
- Fax Machines
- DVRs
- Cameras
- Video equipment
- Routers/modems
- LCD Monitors *
- CRT Monitors *
- UPSs
- iPods/iPads
- Keyboards
- Receivers
- Storage Devices
- Projection TV's *
- Mice
- DVD players
- MP3s
- Phones
- Digital Devices
- Radios

Items NOT Accepted: Ink/toner cartridges, Smoke/Carbon Monoxide Detectors, Fire Extinguishers, Medical Equipment, Water Softeners, Household Batteries, Light Bulbs, De-manufactured units or CD's/Cassette Tapes/DVD's.

***ALL CRT/Console/Projection/LCD/LED TV's:**

\$35.00 each (cash only)

***All CRT/LCD Monitors:**

\$10.00 each (cash only)

(NO CREDIT/DEBIT CARDS or CHECKS ACCEPTED)

All other listed Appliances, Electronics & Lawn Equipment will be **FREE!**



REFRIGERANT DEPOT LLC

For questions about recycling or the event please contact:
Refrigerant Depot at (414) 627-1152



ADMINISTRATOR REPORT

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, October 24, 2019

BUDGET PUBLIC HEARING & SPECIAL TOWN MEETING OF THE ELECTORS

The 2020 Proposed Budget publication has been sent to the papers and posted online. Please note this meeting will be at the Town Hall now, since we are able to televise and stream on YouTube.

COMPOST SITE

The Compost Site will be closing for the season on Saturday, November 23.



TOWN CLERK REPORT

PREPARED BY: Dan Green, Town Clerk

REPORT DATE: Monday, October 28, 2019

Joint Public Hearings – Plan Commission

To ensure that we have quorums for our Joint Plan Commission meetings, I would ask that Board Members try to keep the 2nd Thursday of each month open on their calendars (6:30 p.m. until 7:30 p.m.). With the number of applications that have been coming in requiring joint public hearings along with zoning amendments that we will be doing in the future, I would expect that almost every Plan Commission meeting moving forward will require some type of joint public hearing. I will make sure that as soon as an application is turned in that requires a public hearing that I notify the board members immediately. If Town Board members want to work out a rotation for attending these meetings I would be happy to assist as well.

Poll Workers Needed

We are still recruiting for poll workers for next year's big election year. I am anticipating next year to have some of the highest turnouts we have ever seen. Our new polling location, Redeemer United Church of Christ, will be inserting a Canva flyer in their Sunday bulletins. We also have advertisements on Facebook, our website and have asked Starbucks to post our flyer on their community bulletin board.

TOWN OF LISBON
REV/EXP SUMMARY

9/30/2019

	Actual	Budget	Over / (Under)	% Rec'd
REVENUES				
Taxes	\$ 2,764,305	\$ 2,770,316	\$ (6,011)	100%
Intergovernmental Revenues	\$ 374,453	\$ 531,735	\$ (157,282)	70%
Regulation and Compliance	\$ 340,662	\$ 392,640	\$ (51,978)	87%
Public Charges for services	\$ 1,705,952	\$ 1,417,562	\$ 288,390	120%
Intergovernmental charges for services	\$ 33,931	\$ 35,000	\$ (1,069)	97%
Investment Income	\$ 72,817	\$ 30,000	\$ 42,817	243%
Miscellaneous	\$ 22,698	\$ 50,766	\$ (28,068)	45%
Total Revenues	\$ 5,314,816	\$ 5,228,019	\$ 86,797	102%
EXPENDITURES				
Current	Actual	Budget	Over / (Under)	% Spent
General Government	\$ 654,534	\$ 826,222	\$ (171,688)	79%
Public Safety	\$ 1,799,828	\$ 2,022,799	\$ (222,971)	89%
Public Works	\$ 678,843	\$ 1,353,859	\$ (675,016)	50%
Sanitation	\$ 524,674	\$ 838,950	\$ (314,276)	63%
Culture and Recreation	\$ 120,174	\$ 186,187	\$ (66,013)	65%
Conservation and development	\$ -	\$ -	\$ -	
Capital Outlay	\$ -	\$ -	\$ -	
Debt Service	\$ -	\$ -	\$ -	
Principal	\$ -	\$ -	\$ -	
Interest	\$ -	\$ -	\$ -	
Total Expenditures	\$ 3,778,053	\$ 5,228,017	\$ (1,449,964)	72%
Excess (deficiency) of Revenues over expenditures	\$ 1,536,764	\$ 2	\$ 1,536,762	
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	\$ 1,175,000	\$ -	\$ 1,175,000	
Transfers In	\$ -	\$ -	\$ -	
Transfers Out	\$ (841,327)	\$ -	\$ (841,327)	Cap Proj From
Total Other Financing Sources (Uses)	\$ 333,673	\$ -	\$ 333,673	DPW & Fire
Net Change in Fund Balances	\$ 1,870,437	\$ 2	\$ 1,870,435	
FUND BALANCE - BEGINNING OF YEAR	\$ 2,938,007	\$ -	\$ -	
FUND BALANCE - END OF YEAR	\$ 4,808,443			

Upcoming Debt Payments			
Month	Number	Principal	Interest
October	0	\$ -	\$ -
November	1	\$ -	\$ 11,685.38
December	0	\$ -	\$ -
Q4 Totals	1	\$ -	\$ 11,685.38

Upcoming Revenues		
Description	Amount	Month
October	\$ 83,366.43	Quarterly Transportation Aids
November	\$ 100,367.88	State Shared Revenue

REVENUES AND EXPENDITURES COMPARED TO BUDGET AS OF:

		9/30/2019			12/31/2018		
		Actual	YE Budget	Over / (Under)	Actual	YE Budget	Over / (Under)
Revenues							
10-410-411-1000	GENERAL PROPERTY TAXES	2,680,002	\$ 2,680,001	1	2,620,336	\$ 2,620,337	(1)
10-410-411-1002	PMTS IN-LIEU OF TAXES (PILT)	15	\$ 15	0	15	\$ -	15
10-410-411-4000	MOBILE HOME FEES	73,223	\$ 90,000	(16,777)	99,988	\$ 100,000	(12)
10-410-411-6000	MANAGED FOREST LAND	11,065	\$ 300	10,765	937	\$ 300	637
	TAXES	2,764,305	2,770,316	(6,011)	2,721,276	2,720,637	639
10-430-431-1000	STATE SHARED REVENUES	17,712	\$ 118,080	(100,368)	118,134	\$ 118,097	37
10-430-431-1050	STATE PP TAX AID	30,408	\$ 30,408	0	-	\$ -	-
10-430-431-2000	FIRE INSURANCE 2% DUES	51,304	\$ 42,000	9,304	46,739	\$ 38,000	8,739
10-430-431-2001	EMS - FAP	6,239	\$ 5,000	1,239	5,575	\$ 5,500	75
10-430-431-3001	EXEMPT COMPUTER AID	2,481	\$ 2,481	(0)	2,422	\$ 2,422	0
10-430-431-3100	STATE TRANSPORTATION AID	250,099	\$ 333,466	(83,367)	289,970	\$ 289,970	0
10-430-431-3301	AG USE CONVERSION PENALTIES	16,209	\$ 300	15,909	18,662	\$ -	18,662
	INTERGOVERNMENTAL REVENUES	374,453	531,735	(157,282)	481,502	453,989	27,513
10-430-431-3500	MOTOR FUEL REFUND	726	\$ -	726	917	\$ -	917
10-440-441-1000	LIQUOR, BEER & CIGARETTE LIC	4,119	\$ 4,630	(511)	4,539	\$ 4,300	239
10-440-441-1100	OPERATOR LICENSE	3,203	\$ 2,710	493	2,604	\$ 2,775	(171)
10-440-441-2000	YEARLY BUSINESS LICENSE FEE	450	\$ 450	-	200	\$ 500	(300)
10-440-443-0000	BUILDING INSPECTION FEES	-	\$ -	-	11,027	\$ -	11,027
10-440-443-1000	BUILDING PERMITS	147,656	\$ 195,000	(47,344)	310,138	\$ 189,333	120,805
10-440-443-1001	STATE STAMPS	1,080	\$ 1,500	(420)	1,485	\$ 1,000	485
10-440-443-1002	HOUSE NUMBERS	657	\$ 600	57	702	\$ 600	102
10-440-449-2001	MINERAL EXTRACTION FEES	21,750	\$ 21,750	-	21,750	\$ 20,000	1,750
10-440-449-2002	STREET OPENING PERMITS	2,500	\$ 3,000	(500)	2,900	\$ 2,000	900
10-440-449-2004	DOG LICENSES	15,784	\$ 9,000	6,784	(1,221)	\$ 6,000	(7,221)
10-440-449-2005	ZONING & SIGN FEES	-	\$ -	-	-	\$ 300	(300)
10-440-449-2006	CABLE FRANCHISE FEES	63,119	\$ 98,000	(34,881)	125,679	\$ 100,000	25,679
10-450-450-1000	COURT PENALTIES & COSTS	79,178	\$ 55,000	24,178	57,225	\$ 85,000	(27,775)
10-450-450-3000	PARKING VIOLATIONS	225	\$ 1,000	(775)	280	\$ 1,000	(720)
10-450-450-9000	OTHER LAW & ORDINANCE VIOLA	214	\$ -	214	55	\$ -	55
	REGULATION AND COMPLIANCE	340,662	392,640	(51,978)	538,280	412,808	125,472
10-440-449-2007	PLANNING, ZONING APP FEES & AR	71,069	\$ 47,550	23,519	52,143	\$ 32,500	19,643
10-440-449-2008	HEARING FEES	-	\$ -	-	-	\$ 500	(500)
10-440-449-2009	CULVERT PERMIT & INSP FEES	3,163	\$ 3,500	(338)	4,263	\$ -	4,263
10-460-461-2000	TREASURER FEES	175	\$ -	175	60	\$ -	60
10-460-461-2001	ASSESSMENT LETTERS	1,170	\$ 800	370	646	\$ 800	(154)
10-460-462-2000	FIRE INSPECTION FEES	30,072	\$ 24,000	6,072	67,849	\$ 1,200	66,649
10-460-462-2100	COMMUNITY PARAMEDIC PROGRAM	-	\$ -	-	-	\$ 10,000	(10,000)
10-460-462-2200	PARAMEDIC PROGRAM REIMBURSE	22,454	\$ -	22,454	-	\$ -	-
10-460-462-2500	BARK RIVER EMERGENCY SVCS	21,000	\$ 13,750	7,250	-	\$ 9,000	(9,000)
10-460-462-3000	AMBULANCE FEES	332,153	\$ 230,000	102,153	253,212	\$ 220,000	33,212
10-460-462-3100	INTER-FACILITY TRANSPORTS	320,793	\$ 200,000	120,793	274,446	\$ 176,000	98,446
10-460-462-3200	MISCELLANEOUS FIRE SERVICE FEE	-	\$ -	-	375	\$ -	375
10-460-463-1000	SUBDIVISION CASH DPZTS - HWY	168	\$ 500	(332)	465	\$ 7,000	(6,535)
10-460-464-2000	REFUSE/GARBAGE FEES	842,206	\$ 837,250	4,956	822,279	\$ 817,759	4,520
10-460-464-4000	WEED & NUISANCE CONTROL	1,300	\$ 1,500	(200)	1,200	\$ 2,700	(1,500)
10-460-464-5000	TIRE ROUND-UP	465	\$ 250	215	244	\$ 200	44
10-460-467-2001	PARK SHELTER RENTALS	4,500	\$ 3,500	1,000	2,950	\$ 4,000	(1,050)
10-460-467-5004	WPRA TICKET PROCEEDS (NET)	63	\$ 62	1	1,886	\$ 250	1,636
10-470-474-1100	EQUIPMENT-STORM	54,600	\$ 54,600	-	54,600	\$ 54,600	-
10-480-489-0003	FD COMMUNITY ROOM RENTALS	600	\$ 300	300	100	\$ -	100
	PUBLIC CHARGES FOR SERVICES	1,705,952	1,417,562	288,390	1,536,717	1,336,509	200,208
10-430-431-1200	SNOW PLOWING - MERTON	33,931	\$ 35,000	(1,069)	33,321	\$ 51,408	(18,087)
	INTERGOVERNMENTAL CHARGES FOR SERVICES	33,931	35,000	(1,069)	33,321	51,408	(18,087)
10-480-481-1000	BANK INTEREST INCOME	65,662	\$ 30,000	35,662	56,706	\$ 5,000	51,706
10-480-481-1100	INVESTMENT INCOME (LOSS)	7,155	\$ -	7,155	2,094	\$ -	2,094
	INVESTMENT INCOME	72,817	30,000	42,817	58,800	5,000	53,800
10-480-485-0003	FIRE DEPT DONATIONS	-	\$ -	-	1,200	\$ -	1,200
10-480-485-0004	PARK DEPT DONATIONS	-	\$ -	-	1,700	\$ -	1,700
10-480-489-0000	OTHER MISC. REVENUE	2,484	\$ -	2,484	62,469	\$ 1,000	61,469
10-480-489-0001	INSURANCE RECOVERIES	40	\$ -	40	40	\$ -	40
10-480-489-0004	RECYCLING DIVIDENDS	19,066	\$ 49,766	(30,700)	58,548	\$ 52,000	6,548
10-480-489-0005	CYBER INSURANCE RECOVERIES	-	\$ -	-	100,131	\$ -	100,131
10-480-489-0007	PRIOR YEAR VOIDED CK REVENUE	-	\$ -	-	7,926	\$ -	7,926
10-480-489-4101	SEPTAGE CREDITS	1,108	\$ 1,000	108	1,653	\$ 900	753
	MISCELLANEOUS	22,698	50,766	(28,068)	233,667	53,900	179,767
	TOTAL REVENUES	5,314,816	5,228,019	86,797	5,603,562	5,034,251	569,311

REVENUES AND EXPENDITURES COMPARED TO BUDGET AS OF:

	9/30/2019			12/31/2018		
	Actual	YE Budget	Over / (Under)	Actual	YE Budget	Over / (Under)
Expenditures						
10-511-510-1100 SALARIES - TOWN BOARD	22,331	\$ 29,775	(7,444)	32,256	\$ 29,775	2,481
10-511-520-2100 SOCIAL SECURITY - TOWN BOARD	1,892	\$ 2,278	(386)	2,278	\$ 2,278	(0)
10-511-530-3700 DUES/FEES/SUBS - TOWN BOARD	2,617	\$ 1,275	1,342	1,221	\$ -	1,221
10-511-530-7700 EDUCATION - TOWN BOARD	35	\$ 400	(365)	10	\$ 400	(390)
10-511-530-8000 INCORPORATION EFFORTS	17,322	\$ -	17,322	-	\$ -	-
10-512-510-1100 SALARY - ADMINISTRATOR	-	\$ -	-	99,613	\$ 81,177	18,436
10-512-510-1500 INSURANCE OPT OUT - ADMINISTRA	-	\$ -	-	1,135	\$ 2,600	(1,465)
10-512-510-1800 STORMWATER SALARY - ADMINISTRA	-	\$ -	-	3,814	\$ -	3,814
10-512-520-1100 SALARY - ADMINISTRATOR	55,316	\$ 76,500	(21,185)	-	\$ -	-
10-512-520-2100 FICA - ADMINISTRATOR	4,265	\$ 5,852	(1,587)	7,726	\$ 6,210	1,516
10-512-520-2200 WRS - ADMINISTRATOR	3,765	\$ 5,011	(1,246)	4,752	\$ 5,520	(768)
10-512-520-2300 GROUP INS. - ADMINISTRATOR	4,703	\$ 5,793	(1,090)	2,033	\$ -	2,033
10-512-520-2400 DENTAL INS. - ADMINISTRATOR	-	\$ 391	(391)	216	\$ 1,118	(902)
10-512-530-3700 DUES/FEES/SUBS - ADMINISTRATOR	128	\$ 700	(573)	1,001	\$ 1,000	1
10-512-530-4000 MONTHLY PHONE - ADMINISTRATOR	450	\$ 600	(150)	158	\$ 252	(94)
10-512-530-7700 EDUCATION - ADMINISTRATOR	1,273	\$ 2,250	(977)	601	\$ 1,500	(899)
10-512-530-7800 MILEAGE - ADMINISTRATOR	207	\$ 600	(393)	483	\$ 600	(117)
10-513-510-1100 SALARIES - ELECTION	4,800	\$ 10,697	(5,897)	20,483	\$ 16,694	3,789
10-513-530-3100 SUPPLIES - ELECTION	1,199	\$ 4,639	(3,440)	2,556	\$ 1,065	1,491
10-513-530-3400 POSTAGE - ELECTION	535	\$ 600	(65)	-	\$ -	-
10-513-530-4400 CONTRACTED SERVICES - ELECTION	975	\$ 975	-	975	\$ -	975
10-513-530-5400 EQUIPMENT MAINTENANCE - ELECTI	-	\$ -	-	-	\$ 975	(975)
10-513-530-7800 MILEAGE - ELECTION	-	\$ 250	(250)	-	\$ 250	(250)
10-514-510-1100 SALARIES - TREAS & DC FINANCE	-	\$ -	-	31,782	\$ 31,622	160
10-514-510-1200 OT WAGES SS & WRS - DC FINANCE	179	\$ 4,568	(4,389)	-	\$ -	-
10-514-510-1900 SALARIES - TREASURER ASSISTANT	-	\$ -	-	1,016	\$ -	1,016
10-514-520-1100 SALARIES - TREAS & DC FINANCE	46,495	\$ 71,351	(24,856)	-	\$ -	-
10-514-520-2100 FICA - TREAS & DC FINANCE	3,879	\$ 5,458	(1,579)	2,372	\$ 2,419	(47)
10-514-520-2200 WRS - TREAS & DC FINANCE	3,121	\$ 4,673	(1,552)	4,993	\$ 2,150	2,843
10-514-520-2300 GROUP INS. - DC FINANCE	3,559	\$ 9,435	(5,876)	611	\$ -	611
10-514-520-2400 DENTAL INS. - DC FINANCE	-	\$ 435	(435)	-	\$ -	-
10-514-530-3100 SUPPLIES	439	\$ 1,000	(561)	1,157	\$ 600	557
10-514-530-3700 DUES/FEES/SUBS - TREAS	994	\$ 1,100	(106)	2,603	\$ 500	2,103
10-514-530-4200 AUDIT & ACCOUNTING FEES	18,365	\$ 14,950	3,415	21,050	\$ 18,566	2,484
10-514-530-4400 CONTRACTED SERVICES -TREASURER	1,363	\$ 5,750	(4,387)	5,219	\$ 2,000	3,219
10-514-530-5400 EQUIPMENT MAINTENANCE - TREAS	-	\$ -	-	-	\$ 500	(500)
10-514-530-7700 EDUCATION - TREAS & DC FINANCE	2,401	\$ 1,200	1,201	1,726	\$ 1,200	526
10-514-530-7800 MILEAGE - TREAS & DC FINANCE	483	\$ 400	83	565	\$ 400	165
10-515-530-4400 CONTRACTED SERVICES - ASSESSOR	24,075	\$ 32,100	(8,025)	32,100	\$ 32,100	-
10-515-530-4410 ASSESSMENT OF MFG PROPERTY	1,212	\$ 1,250	(38)	1,258	\$ 1,250	8
10-516-530-3100 OFFICE SUPPLIES - TOWN HALL	2,658	\$ 6,000	(3,342)	4,261	\$ 1,000	3,261
10-516-530-4400 CONTRACTED SVS -TOWN HALL	26,893	\$ 24,885	2,008	30,941	\$ 7,020	23,921
10-516-530-5210 BLDG MAINTENANCE - TOWN HALL	253	\$ 1,000	(747)	3,429	\$ 1,000	2,429
10-516-530-5400 EQUIP MAINTENANCE - TOWN HALL	-	\$ 500	(500)	89	\$ 500	(411)
10-516-530-7100 HEAT - TOWN HALL	826	\$ 1,200	(374)	1,047	\$ 1,200	(153)
10-516-530-7150 ELECTRICITY - TOWN HALL	2,043	\$ 5,400	(3,357)	3,740	\$ 5,400	(1,660)
10-516-530-7200 TELEPHONE - TOWN HALL	333	\$ 350	(17)	242	\$ 540	(298)
10-516-530-8000 SINKING FUND - TOWN HALL	14,014	\$ 14,900	(887)	-	\$ -	-
10-518-510-1100 REGULAR SALARIES - GEN GOV'T	-	\$ -	-	108,255	\$ 127,826	(19,571)
10-518-510-1200 GENERAL GOVERNMENT OVERTIME	-	\$ -	-	1,833	\$ 4,000	(2,167)
10-518-510-1500 INSURANCE OPT OUT - GEN GOV'T	-	\$ -	-	4,943	\$ 8,700	(3,757)
10-518-520-2100 SOCIAL SECURITY - GEN GOV'T	-	\$ -	-	8,503	\$ 10,085	(1,582)
10-518-520-2200 RETIREMENT -- GEN GOV'T	-	\$ -	-	7,287	\$ 8,964	(1,677)
10-518-520-2300 GROUP INSURANCE - GEN GOV'T	-	\$ -	-	15,146	\$ 22,408	(7,262)
10-518-520-2400 DENTAL INSURANCE - GEN GOV'T	-	\$ -	-	1,762	\$ 2,236	(474)
10-518-530-3100 SUPPLIES - GEN GOV'T-DON'T US	-	\$ -	-	-	\$ 5,000	(5,000)
10-518-530-3200 GOOD & WELFARE - GEN GOV'T	2,204	\$ 3,750	(1,546)	533	\$ 3,750	(3,217)
10-518-530-3400 POSTAGE - GEN GOV'T	6,171	\$ 12,978	(6,807)	4,322	\$ 12,000	(7,678)
10-518-530-3500 NEWSLETTER PRINTING	1,767	\$ 5,000	(3,234)	3,399	\$ 5,000	(1,601)
10-518-530-3600 LEGAL NOTICES PUBLICATIONS	1,931	\$ 2,266	(335)	2,648	\$ 2,200	448
10-518-530-3700 DATA PROCESSING - GEN GOV'T	-	\$ -	-	-	\$ 12,000	(12,000)
10-518-530-3800 IT SERVICES - GEN GOV'T	24,392	\$ 23,473	919	5,715	\$ 2,800	2,915
10-518-530-3900 UNEMPLOYMENT INS & WAGES	105	\$ 2,500	(2,395)	655	\$ 5,000	(4,345)
10-518-530-4000 EQUIPMENT LEASES - GEN GOV'T	2,496	\$ 6,000	(3,504)	5,421	\$ 1,300	4,121
10-518-530-4100 DUES/FEES/SUBS - GEN GOV'T	2,001	\$ 1,750	251	991	\$ 1,800	(809)
10-518-530-4110 LEGAL FEES - GEN GOV'T	11,870	\$ 70,000	(58,130)	48,352	\$ 60,000	(11,648)
10-518-530-4120 LEGAL FEES - MUNICIPAL COURT	6,296	\$ 14,579	(8,284)	8,714	\$ 9,000	(286)
10-518-530-4130 LABOR ATTY - ALL BUT FD	6,533	\$ 10,000	(3,468)	23,042	\$ 9,000	14,042
10-518-530-4400 CONTRACTED SERVICES - GEN GOV'T	-	\$ -	-	(2,573)	\$ -	(2,573)
10-518-530-4600 INTERNET / SERVER	4,520	\$ 3,500	1,020	3,371	\$ 2,800	571
10-518-530-5600 STORMWATER	500	\$ -	500	25,348	\$ -	25,348
10-518-530-5601 STORMWATER ERU'S TOWN PROPERTY	-	\$ -	-	-	\$ 6,576	(6,576)
10-518-530-5700 LAND ACQUISITION/DEVELOPMENT	6,850	\$ -	6,850	3,057	\$ -	3,057
10-518-530-7300 TOWN INS - PROP LIAB CYBER CRM	40,629	\$ 39,727	902	39,000	\$ 56,615	(17,615)
10-518-530-7350 CYBER INSURANCE LOSSES	-	\$ -	-	108,102	\$ -	108,102
10-518-530-7400 EMPLOYEE BONDS	-	\$ 500	(500)	480	\$ 500	(20)
10-518-530-7500 WORKERS' COMP INSURANCE	78,383	\$ 47,437	30,946	60,161	\$ 64,056	(3,895)
10-518-530-7700 TRNG/SEMINARS/CONV - GEN GOV'T	-	\$ -	-	-	\$ 800	(800)
10-518-530-7800 MILEAGE-GEN GOV'T	-	\$ -	-	-	\$ 100	(100)
10-518-530-7900 CELL PHONES	-	\$ -	-	-	\$ 2,052	(2,052)
10-518-530-9000 MISC EXPENSE	(368)	\$ -	(368)	-	\$ -	-

REVENUES AND EXPENDITURES COMPARED TO BUDGET AS OF:

	9/30/2019			12/31/2018			
	Actual	YE Budget	Over / (Under)	Actual	YE Budget	Over / (Under)	
10-518-530-9200	BAD DEBT WRITEOFF	- \$	10,000	(10,000)	3,013 \$	10,000	(6,987)
10-518-530-9300	COLLECTION FEES - GEN GOV'T	- \$	500	(500)	121 \$	2,000	(1,879)
10-519-510-1100	SALARIES - CLERK & RECEPTION	- \$	-	-	2,110 \$	-	2,110
10-519-520-1100	SALARIES - CLERK & RECEPTION	58,143 \$	80,801	(22,658)	- \$	-	-
10-519-520-2100	FICA - CLERK & RECEPTION	4,813 \$	6,181	(1,368)	- \$	-	-
10-519-520-2200	WRS - CLERK & RECEPTION	3,938 \$	5,292	(1,354)	5,458 \$	-	5,458
10-519-520-2300	GROUP INS - CLERK & RECEPTION	9,353 \$	5,474	3,879	332 \$	-	332
10-519-520-2400	DENTAL INS - CLERK & RECEPTION	- \$	1,563	(1,563)	- \$	-	-
10-519-530-3700	DUES/FEES/SUBS - CLERK & RECEP	235 \$	300	(65)	85 \$	-	85
10-519-530-4000	DOG LICENSE MAILING	- \$	1,000	(1,000)	- \$	-	-
10-519-530-5000	OPERATORS LIC. BACKGROUND CK	434 \$	630	(196)	658 \$	-	658
10-519-530-7700	EDUCATION - CLERK & RECEPTION	977 \$	3,700	(2,723)	558 \$	-	558
10-519-530-7800	MILEAGE - CLERK & RECEPTION	375 \$	600	(225)	384 \$	-	384
10-563-510-1100	SALARIES - PC	683 \$	1,500	(817)	1,192 \$	2,040	(848)
10-563-520-2100	FICA - PC	59 \$	115	(56)	82 \$	156	(74)
10-563-530-3100	WC ROD & LARGE FORMAT SCANNING	1,315 \$	1,500	(185)	150 \$	-	150
10-563-530-3500	CONTRACTED SVCS - ZONING HUB	- \$	4,465	(4,465)	- \$	-	-
10-563-530-4110	ATTORNEY - PC - NON-REIMB	13,776 \$	10,000	3,776	19,168 \$	3,250	15,918
10-563-530-4120	ATTORNEY - PC - REIMB	4,336 \$	15,000	(10,664)	5,833 \$	3,250	2,583
10-563-530-4200	PLANNER - PC - REIMB	18,562 \$	30,000	(11,438)	31,124 \$	32,500	(1,376)
10-563-530-4300	PLANNER - PC - NON-REIMB	22,713 \$	30,000	(7,287)	53,173 \$	40,000	13,173
10-563-530-4350	ENGINEER - PC - REIMB	38,897 \$	5,000	33,897	5,759 \$	-	5,759
10-563-530-4375	ENGINEER - PC - NON-REIMB	2,307 \$	5,000	(2,693)	14,228 \$	-	14,228
10-563-530-4400	WC PLANNER- PC - REIMB	1,680 \$	5,250	(3,570)	2,203 \$	5,250	(3,047)
10-563-530-4410	WC PLANNER- PC - NON-REIMB	260 \$	2,000	(1,740)	2,940 \$	500	2,440
10-563-530-4500	BOARD OF APPEALS MTG PAY (AP)	- \$	400	(400)	200 \$	400	(200)
	GENERAL GOVERNMENT	654,534	826,222	(171,688)	968,747	807,295	161,452
10-520-510-1100	SALARIES - P&F COMMISSION (AP)	225 \$	625	(400)	400 \$	408	(8)
10-520-520-2100	FICA - P&F COMMISSION	- \$	-	-	- \$	31	(31)
10-520-530-3100	SUPPLIES - P&F COMMISSION	75 \$	50	25	- \$	50	(50)
10-520-530-3120	BKGRND CHECKS - P&F COMMISSION	- \$	250	(250)	- \$	250	(250)
10-520-530-4110	LABOR ATTY - P&F COMMISSION	11,955 \$	1,000	10,955	342 \$	1,000	(658)
10-521-530-4400	CONTRACTED SERVICES - WCSO	589,709 \$	707,651	(117,942)	700,337 \$	716,337	(16,000)
10-521-530-4405	OVERTIME - WCSO	6,340 \$	20,000	(13,660)	14,622 \$	-	14,622
10-521-530-4406	TRANSCRIPTION - WCSO	4,611 \$	10,500	(5,889)	10,835 \$	-	10,835
10-521-530-4407	HOUSING - WCSO	791 \$	2,500	(1,709)	1,774 \$	-	1,774
10-521-530-4410	TICKET PROCESSING - SUSSEX	6,414 \$	8,750	(2,336)	8,627 \$	10,000	(1,373)
10-521-530-5000	NNO PROMO MATERIALS - WCSO	554 \$	1,000	(446)	- \$	-	-
10-521-530-5500	AUTO LICENSE PLATE READERS	- \$	-	-	- \$	-	-
10-522-510-1100	SALARIES - FD	411,313 \$	593,086	(181,773)	510,282 \$	544,408	(34,127)
10-522-510-1200	COMP TIME PAID - FD	1,353 \$	1,400	(47)	1,242 \$	-	1,242
10-522-510-1500	INSURANCE OPT OUT - FD	- \$	11,400	(11,400)	11,105 \$	8,400	2,705
10-522-510-1800	BARK RIVER SALARIES - FD	13,603 \$	16,320	(2,717)	9,500 \$	12,000	(2,500)
10-522-520-2100	FICA - FD	35,079 \$	46,620	(11,541)	37,787 \$	41,647	(3,860)
10-522-520-2200	WRS - FD	32,961 \$	43,585	(10,624)	37,097 \$	56,007	(18,910)
10-522-520-2250	LENGTH OF SERVICE PMT / VFIS	16,543 \$	19,000	(2,457)	17,012 \$	-	17,012
10-522-520-2300	GROUP INSURANCE - FD	32,435 \$	30,149	2,286	20,585 \$	30,700	(10,115)
10-522-520-2400	DENTAL INSURANCE - FD	- \$	6,169	(6,169)	2,261 \$	1,962	299
10-522-530-3100	SUPPLIES - FD	2,873 \$	6,000	(3,127)	6,765 \$	5,000	1,765
10-522-530-3105	BARK RIVER SUPPLIES & MATERIAL	- \$	2,000	(2,000)	- \$	2,082	(2,082)
10-522-530-3140	INSPECTION & PUBLIC ED - FD	254 \$	500	(246)	949 \$	500	449
10-522-530-3200	GOOD & WELFARE - FD	4,900 \$	5,500	(600)	5,230 \$	5,500	(270)
10-522-530-3700	GAS/OIL/GREASE - FD	7,413 \$	13,000	(5,587)	11,337 \$	12,500	(1,163)
10-522-530-3810	UNIFORMS - FD	1,292 \$	7,400	(6,108)	1,906 \$	4,400	(2,494)
10-522-530-4100	DUES/FEES/SUBS - FD	671 \$	650	21	654 \$	600	54
10-522-530-4300	SINKING FUND-EQUIP - FD	- \$	111,427	(111,427)	- \$	109,242	(109,242)
10-522-530-4400	CONTRACTED SERVICES - FD	13,969 \$	25,250	(11,281)	29,961 \$	22,152	7,809
10-522-530-4600	INTERNET - FD	- \$	-	-	1,538 \$	1,500	38
10-522-530-5200	BLDG MAINTENANCE - FD	2,195 \$	5,000	(2,805)	1,417 \$	5,000	(3,583)
10-522-530-5410	EQUIPMENT MAINTENANCE - FD	3,783 \$	10,000	(6,217)	4,352 \$	10,000	(5,648)
10-522-530-5420	RADIO MAINTENANCE - FD	143 \$	1,500	(1,357)	1,014 \$	1,500	(486)
10-522-530-5430	ELECTRONIC COMS UPDATES - FD	3,880 \$	4,000	(120)	3,830 \$	4,000	(170)
10-522-530-5500	VEHICLE MAINTENACE - FD	13,448 \$	18,750	(5,302)	16,496 \$	18,750	(2,254)
10-522-530-7100	HEAT - FD	6,110 \$	12,000	(5,890)	7,020 \$	12,000	(4,980)
10-522-530-7150	ELECTRICITY - FD	11,692 \$	18,000	(6,308)	15,347 \$	20,000	(4,653)
10-522-530-7200	CHIEF PHONE US CELL - FD	672 \$	1,100	(428)	1,233 \$	920	313
10-522-530-7250	SEWER FLOW SUSSEX - FD	398 \$	500	(102)	497 \$	500	(3)
10-522-530-7260	SEWER MAINTENANCE - FD	635 \$	6,000	(5,365)	3,451 \$	8,100	(4,649)
10-522-530-7700	EDUCATION - FD	31,952 \$	35,000	(3,048)	33,164 \$	35,000	(1,836)
10-522-530-7800	MILEAGE - FD	- \$	250	(250)	166 \$	250	(84)
10-523-530-3700	GAS/OIL/GREASE - AMBO	7,366 \$	9,000	(1,634)	8,320 \$	12,500	(4,180)
10-523-530-3850	OXYGEN - AMBO	2,408 \$	1,600	808	1,840 \$	1,600	240
10-523-530-3860	MEDICAL SUPPLIES - AMBO	11,385 \$	20,000	(8,615)	19,556 \$	20,000	(444)
10-523-530-4400	CONTRACTED SVCS - AMBO BILLING	20,439 \$	25,800	(5,361)	29,084 \$	22,000	7,084
10-523-530-4600	DATA CONNECTION - AMBO	2,140 \$	3,500	(1,360)	2,489 \$	3,000	(511)
10-523-530-5500	MAINTENANCE - AMBO	12,967 \$	7,000	5,967	10,848 \$	6,250	4,598
10-523-530-9200	BAD DEBT WRITEOFF - AMBULANCE	374,000 \$	-	374,000	- \$	-	-
10-524-530-3100	SUPPLIES - BLDG INSP	2,146 \$	3,767	(1,621)	9,337 \$	1,000	8,337
10-524-530-4400	CONTRACTED SVCS - BLDG INSP	96,044 \$	146,250	(50,206)	232,604 \$	142,000	90,604
10-524-530-4500	MTGS & ENFORCEMENT - BLDG INSP	693 \$	2,000	(1,307)	1,007 \$	2,000	(993)
	PUBLIC SAFETY	1,799,828	2,022,799	(222,971)	1,845,219	1,913,046	(67,827)

REVENUES AND EXPENDITURES COMPARED TO BUDGET AS OF:

	9/30/2019			12/31/2018		
	Actual	YE Budget	Over / (Under)	Actual	YE Budget	Over / (Under)
10-533-510-1100	-	\$ -	-	336,462	\$ 326,648	9,814
10-533-510-1150	9,806	\$ 10,000	(194)	959	\$ -	959
10-533-510-1200	-	\$ -	-	30,425	\$ 29,122	1,303
10-533-510-1400	-	\$ -	-	6,358	\$ -	6,358
10-533-510-1500	11,627	\$ 16,236	(4,609)	8,519	\$ 15,918	(7,399)
10-533-520-1100	233,901	\$ 331,102	(97,201)	-	\$ -	-
10-533-520-1200	20,550	\$ 29,704	(9,154)	-	\$ -	-
10-533-520-2100	22,250	\$ 25,329	(3,079)	27,240	\$ 28,434	(1,194)
10-533-520-2200	17,227	\$ 21,687	(4,460)	24,946	\$ 23,740	1,206
10-533-520-2300	46,502	\$ 55,707	(9,205)	54,912	\$ 92,430	(37,518)
10-533-520-2350	9,867	\$ 12,409	(2,542)	10,255	\$ -	10,255
10-533-520-2400	-	\$ 6,272	(6,272)	3,993	\$ 5,872	(1,879)
10-533-530-3100	7,480	\$ 7,000	480	7,990	\$ 7,000	990
10-533-530-3150	2,999	\$ 4,000	(1,001)	3,899	\$ 4,000	(101)
10-533-530-3510	14,414	\$ 18,000	(3,586)	14,046	\$ 18,000	(3,954)
10-533-530-3540	6,804	\$ 10,000	(3,196)	9,730	\$ 10,000	(270)
10-533-530-3550	3,451	\$ 8,000	(4,549)	9,645	\$ 4,000	5,645
10-533-530-3570	16,162	\$ 20,000	(3,838)	6,484	\$ 20,000	(13,516)
10-533-530-3580	40,790	\$ 100,000	(59,210)	95,620	\$ 100,000	(4,380)
10-533-530-3630	3,553	\$ 6,000	(2,447)	5,258	\$ 5,500	(242)
10-533-530-3700	27,748	\$ 65,000	(37,252)	45,802	\$ 65,000	(19,198)
10-533-530-4100	1,902	\$ 1,571	331	507	\$ 200	307
10-533-530-4300	-	\$ 355,000	(355,000)	-	\$ 312,777	(312,777)
10-533-530-4400	4,751	\$ 7,000	(2,249)	11,014	\$ 1,000	10,014
10-533-530-4450	175	\$ 500	(325)	450	\$ 500	(50)
10-533-530-5200	1,839	\$ 3,000	(1,161)	3,534	\$ 3,000	534
10-533-530-5410	10,717	\$ 14,000	(3,283)	14,605	\$ 14,000	605
10-533-530-5420	-	\$ 1,000	(1,000)	-	\$ 1,000	(1,000)
10-533-530-5430	316	\$ 1,000	(684)	968	\$ 1,000	(32)
10-533-530-5500	21,122	\$ 25,000	(3,878)	34,996	\$ 25,000	9,996
10-533-530-7100	5,045	\$ 7,986	(2,946)	5,278	\$ 8,000	(2,722)
10-533-530-7150	3,475	\$ 6,360	(2,885)	5,186	\$ 6,000	(814)
10-533-530-7200	358	\$ 696	(338)	795	\$ 550	245
10-533-530-7700	1,625	\$ 2,000	(375)	425	\$ 2,000	(1,575)
10-542-530-3530	107,979	\$ 150,000	(42,021)	127,061	\$ 150,000	(22,939)
10-542-530-7120	20,010	\$ 27,900	(7,890)	26,797	\$ 27,900	(1,103)
10-561-530-3100	-	\$ -	-	32	\$ -	32
10-561-530-4400	-	\$ -	-	97	\$ -	97
10-562-530-4400	4,400	\$ 4,400	-	-	\$ 4,400	(4,400)
PUBLIC WORKS	678,843	1,353,859	(675,016)	934,287	1,312,991	(378,704)
10-546-530-4810	524,404	\$ 837,250	(312,846)	767,010	\$ 817,759	(50,749)
10-546-530-4820	-	\$ 1,000	(1,000)	1,634	\$ 1,000	634
10-546-530-7860	-	\$ 200	(200)	-	\$ 200	(200)
10-546-530-7870	270	\$ 500	(230)	115	\$ 1,236	(1,121)
SANITATION	524,674	838,950	(314,276)	768,759	820,195	(51,436)
10-552-510-1100	58,113	\$ 77,899	(19,786)	89,372	\$ 76,372	13,000
10-552-510-1200	-	\$ -	-	42	\$ -	42
10-552-510-1500	-	\$ 3,300	(3,300)	3,313	\$ 3,300	13
10-552-510-1800	13,755	\$ 19,074	(5,319)	-	\$ 19,635	(19,635)
10-552-520-2100	5,529	\$ 7,418	(1,889)	6,856	\$ 7,344	(488)
10-552-520-2200	3,928	\$ 5,102	(1,174)	5,121	\$ 5,193	(72)
10-552-520-2300	4,742	\$ 10,471	(5,729)	10,422	\$ 9,719	703
10-552-530-3120	2,083	\$ 4,000	(1,917)	1,343	\$ 4,000	(2,657)
10-552-530-3130	1,566	\$ 5,000	(3,434)	4,385	\$ 5,000	(615)
10-552-530-3140	1,664	\$ 4,000	(2,336)	3,772	\$ 3,000	772
10-552-530-3150	14	\$ 1,000	(986)	757	\$ 1,000	(243)
10-552-530-3160	1,098	\$ 1,750	(652)	3,386	\$ 3,750	(364)
10-552-530-3170	2,270	\$ 4,500	(2,230)	444	\$ 2,500	(2,056)
10-552-530-3180	803	\$ 1,000	(197)	1,140	\$ 1,000	140
10-552-530-3700	4,734	\$ 9,000	(4,266)	6,434	\$ 9,000	(2,566)
10-552-530-4100	302	\$ 400	(98)	353	\$ 325	28
10-552-530-4400	4,929	\$ 8,317	(3,388)	12,548	\$ 6,200	6,348
10-552-530-5200	1,909	\$ 2,600	(691)	3,983	\$ 2,400	1,583
10-552-530-5410	2,439	\$ 4,000	(1,561)	5,073	\$ 4,000	1,073
10-552-530-5420	-	\$ 800	(800)	-	\$ 800	(800)
10-552-530-5500	2,106	\$ 2,750	(644)	1,660	\$ 2,500	(840)
10-552-530-7100	1,245	\$ 2,531	(1,286)	1,451	\$ 2,100	(649)
10-552-530-7150	2,319	\$ 3,625	(1,306)	3,447	\$ 3,200	247
10-552-530-7200	488	\$ 1,150	(662)	918	\$ 170	748
10-552-530-7700	837	\$ 1,500	(663)	913	\$ 1,500	(587)
10-552-530-7800	-	\$ 150	(150)	138	\$ 150	(12)
10-553-530-3810	-	\$ 350	(350)	-	\$ 350	(350)
10-553-530-3860	2,500	\$ 2,500	-	2,500	\$ 2,500	-
10-553-530-3870	-	\$ -	-	(19)	\$ -	(19)
10-553-530-3880	800	\$ 2,000	(1,200)	1,592	\$ 2,000	(408)
10-553-530-3885	-	\$ -	-	1,843	\$ -	1,843
CULTURE AND RECREATION	120,174	186,187	(66,013)	173,186	179,008	(5,822)
10-580-581-1200	-	\$ -	-	3,159	\$ 1,716	1,443
PRINCIPAL	-	-	-	3,159	1,716	1,443

REVENUES AND EXPENDITURES COMPARED TO BUDGET AS OF:

	9/30/2019			12/31/2018		
	Actual	YE Budget	Over / (Under)	Actual	YE Budget	Over / (Under)
TOTAL EXPENDITURES	3,778,053	5,228,017	(1,449,964)	4,693,357	5,034,251	(340,894)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	1,536,764	2	1,536,762	910,205	-	910,205
<i>Other Financing Sources (Uses)</i>						
10-480-483-0900 SALE OF OTHER EQUIP & PROPERTY	1,175,000	\$ -	1,175,000	53,875	\$ -	53,875
PROCEEDS FROM SALE OF CAPITAL ASSETS	1,175,000	-	1,175,000	53,875	-	53,875
10-590-570-4000 TRANSFER TO CAP PROJECTS FUND	(481,327)	\$ -	(481,327)	(422,019)	\$ -	(422,019)
10-590-570-5000 TRANSFER TO DEBT SERVICE FUND	(360,000)	\$ -	(360,000)	(150,000)	\$ -	(150,000)
TRANSFERS OUT	(841,327)	-	(841,327)	(572,019)	-	(572,019)
TOTAL OTHER FINANCING SOURCES (USES)	333,673	-	333,673	(518,144)	-	(518,144)
NET CHANGE IN FUND BALANCES	1,870,437	2	1,870,435	392,061	-	392,061
10-300-341-2000 FUND BALANCES -- RESERVED	270,725			270,725		
10-300-341-3281 HOLDING TANK FUND	13,500			13,500		
10-300-341-3312 DEBT SERVICE FUND-GENERAL	156,964			156,964		
10-300-341-3313 DEBT SERVICE FUND-SEWER	157,175			157,175		
10-300-341-3390 RETAINED EARNINGS-UNRESERVED	34,359			34,359		
10-300-341-3400 FUND BALANCES	1,694,497			1,302,436		
10-300-343-1000 UNRESERVED-UNDESIGNATED FUND B	610,787			610,787		
FUND BALANCE - BEGINNING OF YEAR	2,938,007			2,545,946		
FUND BALANCE - END OF YEAR	4,808,443			2,938,007		

TOL Total Investments as of: 9/30/2019

Local Government Investment Pool (LGIP)		<u>Amount</u>	<u>Annual Percentage Yield</u>
10-100-110-1170	GENERAL	\$ 1,558,617.10	
10-100-110-1171	POLICE	\$ 63,880.39	
40-100-110-1172	FIRE	\$ 42,566.16	
70-100-110-1173	CAP PROJ	\$ (0.00)	
80-100-110-1173	DEBT	\$ -	
Total LGIP		\$ 1,665,063.65	2.18%

Money Markets/Public Funds

	<u>Amount</u>	<u>Rate</u>
WSB	\$ 341,614.67	0.86%
Town Bank	\$ 976,193.63	2.15%
Tri-City	\$ 173,836.53	0.15% *used to pay \$540K GO Debt, done 2024
10-100-110-1132	Total MM	\$ 1,491,644.83

CDs & Government Bonds

	<u>Term</u>	<u>Amount</u>	<u>Rate</u>
<u>Town Bank CDs</u>			
10-100-110-1133	6 month	\$ 297,339.87	1.70%
10-100-110-1133	12 month	\$ 556,730.73	1.70%
		<u>\$ 854,070.60</u>	
<u>WSB CDs</u>			
10-100-110-1133	6 month	\$ 116,761.56	0.75% held as collateral - can't be moved
10-100-110-1134 (Sewer Study)	6 month	\$ 207,903.49	0.75% held as collateral - can't be moved
		<u>\$ 324,665.05</u>	
<u>WSB Brokerage Account</u>			
912796SQ3 (CD)	6 month	\$ 207,266.94	2.12%
949763K39 (CD)	12 month	\$ 209,000.00	2.00%
	Cash	\$ 940.73	
	G/L	\$ 2,370.27	
10-100-110-1135		<u>\$ 419,577.94</u>	
Total CDs & Gov't Bonds		\$ 1,598,313.59	

Total Investments \$ 4,755,022.07

Bank Interest		<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
10-480-481-1000 & 1100	January	\$ 14,618.43	\$ 9,608.34	\$ 1,079.73	\$ 1,300.42
10-480-481-1000 & 1100	February	\$ 8,988.07	\$ 5,425.20	\$ 2,916.76	\$ 1,028.53
10-480-481-1000 & 1100	March	\$ 8,268.31	\$ 3,133.33	\$ 1,351.97	\$ 1,502.10
10-480-481-1000 & 1100	April	\$ 5,194.60	\$ 2,920.87	\$ 1,360.87	\$ 1,205.46
10-480-481-1000 & 1100	May	\$ 7,355.93	\$ 3,016.19	\$ 1,508.32	\$ 1,040.97
10-480-481-1000 & 1100	June	\$ 7,121.31	\$ 2,986.13	\$ 1,691.28	\$ 1,039.08
10-480-481-1000 & 1100	July	\$ 7,117.77	\$ 3,747.67	\$ 1,884.36	\$ 2,762.31
10-480-481-1000 & 1100	August	\$ 5,975.19	\$ 3,496.23	\$ 1,831.94	\$ 875.87
10-480-481-1000 & 1100	September	\$ 8,177.58	\$ 3,071.15	\$ 2,354.97	\$ 1,158.97
10-480-481-1000 & 1100	October	\$	\$ 5,819.36	\$ 2,157.25	\$ 898.47
10-480-481-1000 & 1100	November	\$	\$ 4,969.73	\$ 2,057.52	\$ 784.19
10-480-481-1000 & 1100	December	\$	\$ 10,605.66	\$ 4,499.67	\$ 995.79
	Total	\$ 72,817.19	\$ 58,799.86	\$ 24,694.64	\$ 14,592.16

As of 9/30/19: 124% of 2018 total
295% of 2017 total



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board				
ITEM DESCRIPTION: Write-Off Bad Debt				
PREPARED BY:	Amy Buchman, Treasurer			
REPORT DATE:	Monday, October 28, 2019			
RECOMMENDATION: To write off uncollectable personal property tax debt & other AR.				
EXPLANATION:				
<p>I am recommending that we write off \$20,719.62 for uncollectable debt for 2019. The budgeted amount was only \$10,000 but in order to clean up AR from as early as 2010, we need to write off \$18,356.15 in addition to the "normal" write offs for 2019. Below are the amounts and descriptions for all the uncollectable debt I'm proposing to write off:</p>				
Proposed Write-Offs for 2019				
Delinquent PPT				
KEY #	Amount	Name	Tax Year(s)	Reason
R019	\$ 243.36	Rawson Contracting LLC	2018	Charged back \$798.30 in 2019 - W/O TOL portion
B030	\$ 4.48	Broadway Limousine & Coach	2018	Owner Passed Away - too small to charge back
	\$ 247.84			
Sent to Collections but past Statute of Limitations				
KEY #	Amount	Name	Tax Year(s)	
PS036	\$ 172.29	STEFFEN, Thomas	2009	
PS036	\$ 253.52	STEFFEN, Thomas	2009	
M037	\$ 878.82	MARKER & SONS LLC	2012	
	\$ 1,304.63			
Sent to Collections but past Statute of Limitations				
Invoice Number	Amount	Description		
20090232	\$ 811.00	Fire AR		
Never Sent to Collections but past Statute of Limitations (did not have signed Professional Service Reimbursement forms)				
Invoice Number	Amount	Description		
20104053	\$ 2,412.70	Reimbursable Plan Commission Fees		
20104054	\$ 1,032.90	Reimbursable Plan Commission Fees		
20104056	\$ 10,405.58	Reimbursable Plan Commission Fees		
20114023	\$ 46.00	Reimbursable Plan Commission Fees		
20114044	\$ 379.26	Reimbursable Plan Commission Fees		
20124075	\$ 65.60	Reimbursable Plan Commission Fees		
20124103	\$ 196.10	Reimbursable Plan Commission Fees		
20124105	\$ 775.01	Reimbursable Plan Commission Fees		
20124107	\$ 92.00	Reimbursable Plan Commission Fees		
20124108	\$ 742.35	Reimbursable Plan Commission Fees		
20130022	\$ 208.60	Reimbursable Plan Commission Fees		
20130079	\$ 664.00	Reimbursable Plan Commission Fees		
20130080	\$ 1,011.51	Reimbursable Plan Commission Fees		
20130087	\$ 24.27	Reimbursable Plan Commission Fees		
20130088	\$ 24.27	Reimbursable Plan Commission Fees		
20130090	\$ 92.00	Reimbursable Plan Commission Fees		
20130107	\$ 174.00	Reimbursable Plan Commission Fees		
20130110	\$ 10.00	Reimbursable Plan Commission Fees		
	\$ 18,356.15			



REQUEST FOR CONSIDERATION

COMMITTEE CONSIDERATION: Town Board

ITEM DESCRIPTION: Lake Five Path Paving Funding

PREPARED BY: Gina C. Gresch, Administrator

REPORT DATE: Thursday, October 24, 2019

RECOMMENDATION: Direct Kunkel Engineering to apply for grant on Town's behalf.

EXPLANATION

The Town has been planning on paving the Lake Five Road path for a few years but has been trying to obtain funding from various grants which prior attempt have not been successful. Funding Specialist Tammy Hampton from Kunkel Engineering submitted a memo stating she feels the Town could make a compelling case for the funding based on the DOT's scoring rubric and project requirements. The cost to have Kunkel Engineering do the grant application work is \$1,500. If chosen the DOT could award a 90/10 split, or could award something less, 80/20 or 70/30.

I recommend approval.



107 Parallel Street
Beaver Dam, WI 53916
920-356-9447
Fax 920-356-9454
kunkelengineering.com

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RECEIVED

By Gina Gresch at 1:05 pm, Oct 24, 2019

MEMORANDUM

Date: October 21, 2019

To: John Greiten, Park Director and Assistant Public Works Director

cc: Don Neitzel, General Manager, Kunkel Engineering Group

From: Tammy Hampton, CGW, Funding Specialist

**Re: Multimodal Local Supplement (MLS) Funding
Wisconsin Department of Transportation**

John:

Please consider this Memo a summary of the Multimodal Local Supplement (MLS) funding program available through the Wisconsin Department of Transportation (DOT).

Program Summary

The MLS Program is a one-time general-purpose revenue funding program that provides approximately \$75M of funding to local and tribal governments. **The MLS program pays up to 90% of total eligible project costs** with local governments paying the remaining 10% share. The amount of funding available to Towns within the entire State of Wisconsin is \$28,704,501.

DOT may offer municipalities funding, but at a reduced ratio, such as 80/20 or 70/30. There is a question on the application as to whether the Town would accept funding at a reduced ratio.

The funding is available for new projects only. In other words, the municipality cannot have previously sought funding for the project from another funding source such as other DOT programs.

Eligible projects include the following:

- Local Road Improvements
- Local Bridge Improvements
- Transit vehicle (i.e., buses)
- Bicycle/Pedestrian Facilities
- Railroad Improvements
- Port & Harbor Improvements

Maintenance activities and design only projects are ineligible for funding.

Regarding pedestrian/bicycle paths, the trail cannot be open to mixed use traffic (i.e. both motorized and non-motorized traffic). In other words, the path can be open to bicycle and pedestrian traffic, but not ATVs or snowmobiles.

Projects must be completed within six (6) years of award.

Minimum Project Costs

The minimum project cost for Townships is \$50,000 with the maximum award being \$3.5M.

Project Selection

The selection committee will be comprised of up to 12 Town officials, two (2) from each Wisconsin Towns Association District, along with industry representatives from timber, dairy and agriculture.

Project awards are expected to be announced in early 2020.

Project Application Deadline

Applications must be submitted via email to DOT no later than Friday, December 6, 2019 at 5:00 p.m. Applications are emailed to DOTLocalPrograms@dot.wi.gov.

Project Evaluation

DOT provided a scoring rubric. There is a total of 50 points available. Bicycle/Pedestrian paths can score 25 points based on safety, modal shift and accessibility.

The other 25 points available are broken down as follows:

- Economic Impact: 0-10 points
- Connectivity: 0-5 points
- Cost Effectiveness: 0-5 points
- Other: 0-5 points (DOT did not specify/define other criteria)

Design Standards

Projects will be designed in accordance with Transportation Code 204 (Trans 204).

Bidding

Project must be competitively bid and awarded to the lowest responsible bidder. Projects must be publicly advertised for at least 15 days (two consecutive weeks). Projects cannot be bid until a State Municipal Agreement has been executed between the municipality and DOT.

Bids must follow Wis. Stats. §16.855, 66.0901, 958.01(1m) and 985.07 as applicable.

Reimbursement Request

The following information should be submitted with the reimbursement request:

- Affidavit of publication for Bid
- Lowest Responsible Bidder Award and dated Board Minutes
- Exception to Design Standards (if applicable)
- Proof of Permits (if applicable)
- Documentation that confirms contractor payment

Reimbursements can be made as expenses are incurred.

Application Preparation Fees

Kunkel Engineering Group's fee for preparing the MLS application is a flat fee of \$1,500.00. We will prepare and submit the application to WisDOT on your behalf.

Additional Information

This is a competitive application process. As you can see, while there is approximately \$28M available to Towns, the application is open statewide. However, DOT stressed numerous times in each of the three webinars that economic impact and connectivity are important components of the application. Based on our email and telephone conversations, I think the Town of Lisbon could make a compelling case for MLS funding since the trail will connect to the Waukesha Bug Trail (connectivity). Additionally, as I understand it, there are opportunities for users to stop along the trail to visit businesses, parks, etc. Therefore, I think the Town could also use this to show economic impact.

If you have any questions, or require additional information, please do not hesitate to contact me.

Thank you.

Tammy Hampton, Certified Grant Writer®, Funding Specialist