



Town of Lisbon Gazette Fall 2016

W234N8676 Woodside Road
Lisbon, WI 53089
www.townoflisbonwi.com

PRESIDENTIAL ELECTION 2016

NOVEMBER 8, 2016 - Polls will be open from 7:00 A.M. to 8:00 P.M.

The Town is divided into 6 Wards. If you're unsure of your polling place, call the Town Hall at 246-6100.



Wards 1 & 6 – Town Hall W234N8676 Woodside Road

Wards 2 & 3 – Hamilton High School W220N6151 Town Line Road

Wards 4 & 5 – Richard Jung Memorial Fire Station N54W26455 CTH K



We encourage new residents to register early at the Town Hall - You will need to register if you are a first time voter. It is recommended that you do this as soon as possible before Election Day, since the lines can be long at the polls. Registration forms are available at the Town Hall. If you have already registered but have moved within the Town or changed your name you will need to re-register.

THINGS A VOTER SHOULD KNOW ABOUT ELECTIONS:

- You must be a resident of your ward for 10 consecutive days.
- Mail-in registration must be post marked no later than the 3rd Wednesday before the election. A copy of your driver's license with your current address is required.
- You will need to provide proof of residency.
- You must now provide a photo ID.
- You may register at the Town Hall until 5 p.m. on the Friday before the election, however you are strongly encouraged to register prior to that time, ID and proof of residence is required.
- You can register at the polls on Election Day or you can go to www.MyVote.wi.gov to register, check your ward, or to see what documents qualify as proof of residence.
- The registration form should be completed with your name and address exactly as it is on your driver's license.
- You must be a registered voter to vote absentee. You will need to show your acceptable photo ID when voting by in-person absentee ballot.
- An Absentee Ballot is available by mail upon completion of the request form, again you are strongly encouraged to make your request early. Mail time may take up to a 2 weeks from the time you call or write for an absentee request form until you will receive it, mail it back to us and we mail you your ballot. All ballots must be received at the Town Hall by November 8, 2016.
- If you are voting absentee in person, at the Town Hall, do not wait until the Monday before the election to cast your ballot. We anticipate that there will be a record number of absentee voters this election and that there may be lines at the Town Hall starting a week before the election.

PRESORT
STD
U.S. POSTAGE
PAID
JANESVILLE, WI
PERMIT 561

Town of Lisbon Gazette
W234N8676 Woodside Road, Lisbon, WI 53089
Fall 2016

THE NEWEST ADDITION
TO THE TOWN OF LISBON
FIRE DEPARTMENT



From the desk of the Sheriff's Department

Sharing the Road Safely With School Busses

According to the National Highway Traffic Safety Administration, riding a bus to school is 13 times safer than riding in a passenger vehicle and 10 times safer than walking to school. The reality of school bus safety is that more children are hurt outside the bus than inside as passengers. Most of the children who lose their lives in bus-related crashes are pedestrians, four to seven years old, who are hit by the bus or by motorists illegally passing a stopped school bus. For this reason, it is necessary to know the proper laws and procedures for sharing the road safely with school buses:



It is illegal to pass a school bus that is stopped to load or unload children.

Never pass a school bus on the right. It is illegal and could have tragic consequences.

On an undivided roadway traffic in both directions must stop when students are entering or exiting a school bus on a divided roadway, in all cases, traffic behind the school bus (traveling in the same direction) must stop.

The area 10 feet around a school bus is where children are in the most danger of being hit. Stop your car far enough from the bus to allow children the necessary space to safely enter and exit the bus.

BE ALERT. Children are unpredictable. Children walking to or from their bus are usually very comfortable with their surroundings; this makes them more likely to take risks, ignore hazards or fail to look both ways when crossing the street.

Overnight Parking

Overnight parking on all Town Streets is prohibited between 2 A.M. and 6 A.M. To receive overnight parking permission, you **MUST** call 262-246-5237 voicemail option #1. Leave your name, vehicle make, model, type, and license plate, phone number, and address where your vehicle will be parked. Failure to call for permission will result in a parking citation. Permission is limited except when extenuating circumstances arise like driveway repairs.

**SNOW PLOW
DRIVER
TOWN OF LISBON**



The Town of Lisbon is looking for a snowplow driver for this winter. Must have a CDL and will train. Pay is \$25.00 per hour plus time and one-half on holidays. If interested, please contact Interim Public Works Director: Joe DeStefano at 262-246-3416 or stop at the Lisbon Town Hall at: W234N8676 Woodside Road for an application.

Become a Poll Worker

Interested in becoming a Poll Worker? A very rewarding way to serve in your community as a poll worker or ("Election Inspector," as the position is formally called).

The Town of Lisbon is seeking Election Inspectors to assist in the process of conducting open, accurate, and fair elections.

General duties of an Election Inspector include, but are not limited to: assigning voters a number in the poll books, issuing ballots, registering voters and assisting voters as needed.

Election Inspectors are compensated for working at the polling locations and for training sessions attended. Inspectors work a full day, from 6:00 A.M. until all election work is completed. This will be 9:00 P.M. or later for busier elections.

For additional information on becoming an Election Inspector, please contact the Town Hall at 246-6100.

BURNING PERMITS



We will again be mailing burn permits with tax bills in December. **Please do not send a copy to us** we no longer need a copy since we issue one to all residents. Simply read the ordinance, sign and date the permit and keep it in a safe place!

If you are a renter, permits are available in the lobby of the town hall.

All burning permits issued during 2016 expire on December 31, 2016. Burning permits are required for any outdoor burning, this includes backyard bonfires as well as the portable fire pits.

From the desk of the Interim DPW Director Joe DeStefano Jr.

I would like to introduce myself to the town residents. As some of you may know, former DPW Director Joe Klemm retired in late June. I was offered the position in an Interim role and I gladly accepted. I have been with the Town of Lisbon since October of 2013 working for the Highway Department. I am a 1999 Graduate of Arrowhead High School and prior to Lisbon I worked in the private sector as a Truck Driver / Equipment Operator, where I was involved with various construction projects. I also have experience working in the compost industry. I have been happily married for over 10 years to my wife Katie.

I look forward to building relationships with the town residents by having an open phone line for residents to express their concerns and comments. The Public Works Department mission is to provide municipal services and public improvements in an efficient and cost effective manner in order to preserve resident satisfaction and quality of life within the town.

I appreciate the opportunity given to me by the Town Board and Town Administrator! I hope everyone has a great end to their 2016 and an even better start to 2017!

If you have questions or comments, please feel free to call me 262-246-3416.



SNOW REMOVAL

I would like to remind residents to check the ends of their culvert's making sure that they are not plugged with leaves or other debris. This will allow the melting snow to pass through without freezing and forming ice at the end of their driveway.

In addition, the Town Board adopted an ordinance prohibiting the plowing of snow from a driveway across the road. Specifically, the ordinance states: **“It shall be unlawful for any person to plow shovel or otherwise deposit or place snow on or across the maintained portion of any public road within the Town or permit such depositing of snow from property occupied by him or her. The “maintained portion” is defined as the pavement and shoulder of the road right of way.”**

This ordinance was adopted for the following reasons: The potential for unsafe driving conditions if mounded snow is left in the roadway; if the plow driver pushes snow back from the edge of the pavement, often times the plow bites into the shoulder removing gravel. This requires the Town to make repairs in the spring; if snow is mounded up very close to the pavement it can make it difficult for drivers to see around a curve creating a safety concern; in addition, if the snow is left close to the pavement and freezes, it can cause problems for the town snowplow to push back the snow away from the road; and finally, if the town has salted the road in front of the driveway, plowing the snow across the road will remove the salt from the roadway. Such activity is dangerous and may cause an accident. It also costs the Town extra when the Public Works crew must go out and re-plow after someone leaves snow in the road. It may cost you a fine of not less than \$25 and not more than \$5,000 for each offense.

If you have any questions, please feel free to contact the Interim Public Works Director Joe DeStefano at:
262-246-3416

WASTE OIL & ANTI-FREEZE



There is a depository tank for waste oil located at the Municipal Garage at N72W24958 Good Hope Road. ONLY waste oil is to be deposited in this receptacle for recycling. You may also recycle your oil filters at this location.

Also at this site is a receptacle for used anti-freeze. We will accept the synthetic type of anti-freeze. Please be very careful to properly place these in the properly marked receptacles. It will cost the Town extra to haul away contaminated products.



HAZARDOUS
WASTE
COLLECTION
SITES

MENOMONEE FALLS

Veolia Environmental Services
W124N9451 Boundary Rd. (124th St.)
Phone: 262-255-6655
Every Monday & Wednesday 11:00 A.M. to 6:00 P.M.
Saturdays 8:00 A.M. to 2:00 P.M.

WAUKESHA

City Incinerator Building
900 Sentry Drive

April - November
2nd and 4th Saturdays, 8:00 A.M. to 4:00 P.M.
3rd Wednesday 11:00 A.M. to 7:00 P.M.

December - March
2nd Saturday 8:00 A.M. to 4:00 P.M.

All sites are closed on holidays

From the desk of Town Park Director John Greiten

I would like to start my fall newsletter thanking everyone who utilized a park this past summer for some form of recreational activity. I also want to thank all of my park committee members for all of their hard work and dedication in bring our residents quality, community family events throughout the year.

Parks, as a whole, have become an integral component to economic development as well as an investment in the arts and cultural growth within our communities. Parks provide the setting for social events where people can connect with each other, and participate in group activities for personal enrichment.

Parks encourage healthy, active lifestyles as well as social development. Sound bodies and sound minds require physical activity and the chance to experience personal growth. Parks offer a wide range of activities suitable for all ages to get outside and get active - teaching positive lifestyle habits in all areas from nutrition to physical activities to sports and life skills.

Please support your local park system, we can't afford not to. Together we can experience some wonderful adventures that will rejuvenate our spirits without draining our wallets.

My staff and I work very diligently to keep a safe & clean park system, but there are some who think it's funny to vandalize the playgrounds and other park amenities.

If you see any suspicious activities in any of the Lisbon Park please contact: John Greiten @ 262-246-7266 or call the Lisbon / Sussex Police Substation @ 262-246-5237. Your involvement truly makes the Community a safer place for our families.

For a listing of upcoming 2016/17 Family Fun Events – please visit the Lisbon Parks web site: <http://www.lisbonparks.org>



Please email me photographs of your park adventures or post them on our Lisbon Community Park Facebook page.



If you have any park related questions please contact Mr. Greiten
Email: johng@lisbonparks.org
Park Office phone 262-246-7266.





Mission Statement:

The Lisbon Fire Department was founded in 1982 to meet the specific fire and rescue goals developed by and for the people of Lisbon. The Lisbon Fire Department is committed to maintaining a state of readiness to meet the needs of this community. The department is proud to be a leader among peer departments, approaching and overcoming challenges with determination.

The vision, simply stated, is that: The Lisbon Fire Department will provide the highest standard of EMS/Fire Service to our citizens, 24 hours/day, and 7 days/week, as allowed by the resources available to the Fire Department and at the lowest cost to Lisbon residents.

From the desk of the Lisbon Fire Department

As the cost of health care continues to rise the role of emergency medical services (EMS) has continued to increase. One of the services that is starting to become a larger role of EMS is community paramedic services. Community paramedicine (CP) is a new and evolving model of community-based health care. Paramedics function outside of the traditional emergency response and transport roles and assist community members on how to facilitate the use of emergency care resources. CP services are typically targeted at individuals that do not have readily available access to medical services due to geographical location, lack of mobility or anyone that is identified as vulnerable population. These individuals do not qualify for home nursing needs, but could use assistance on how to successfully complete their specified care plans after discharge from the hospital. Community paramedicine is the link to help facilitate these individuals to stay on track with their plan.

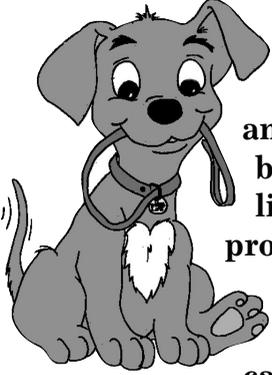
The Lisbon Fire Department is currently working with Froedtert Health - Community Memorial Hospital to train five paramedics in community paramedic practices. The five paramedics have already completed 40 hours of classroom time. 44 hours of clinical experience and trial home visits are still on the agenda before the training is complete. The Lisbon Fire Department hopes to be offering this service to town residents discharged from Community Memorial Hospital before the end of 2016.

Lieutenant Michelle Drager

Lisbon Fire Department

TRICK OR TREAT
 Saturday
 October 29th
 5:00 P.M. 'til 8:00 P.M.

Residents wishing to participate should have their porch lights on during those hours.



Dog Licenses

The state of Wisconsin requires any dog over the age of 5 months to be licensed. In order to obtain a license, you must bring veterinary proof of the rabies vaccine with your application.

Dogs at large without a license can be subject to a citation of \$125.00 in addition to an untagged dog fine of \$50.00. Having a license can also help authorities identify a lost dog. Applications are available online at www.townoflisbonwi.com or at the Town Hall.

All licenses expire on 12/31/16 not one year from the date issued. You may renew your license until 3/31/17 without being assessed a late fee.

Remember: While walking your dog, you must have the animal on a leash and clean up any deposits. Failure to carry a means of cleaning up after your dog can result in a citation and fine. Please be respectful of your neighbors.

RIGHT-OF-WAY ENCROACHMENTS

The Town of Lisbon prohibits the placement of obstruction and encroachments within the public right-of-way. The public right-of-way is the land containing street pavement and the grass ditch line from the shoulder to the front of the property line.

- Obstructions are described as trees, landscape plantings, fences, posts, poles, temporary signs, bagged yard waste or rocks.
- Encroachments include fixed items such as buildings, structures, pedestal signs or hanging signs.

Just a reminder we will no longer continue to have a Fall Brush Pick-up. Spring Brush Pick-up will begin in May.

From the desk of Town Administrator/Clerk Matthew Janecke

First and foremost I'd like to introduce you to a new member of our Staff who was recently hired, Deputy Clerk Gina Gresch. She comes to Lisbon with many years of experience, having previously worked at the Town of Vernon and City of Delafield. I look forward having Gina on Staff and I am confident she will do a great job for the Town. If you stop in at Town Hall for absentee voting or the election or for anything else for that matter, feel free to introduce yourself. This is also a reminder that in-person absentee voting begins two weeks before the election on October 24th.

Secondly, a historic construction season for Lisbon is nearing the end. Two significant areas were pulverized and paved. The areas include the eastside of Woodland Oaks, Thousand Oaks, Plainview Parkway south, Hamilton Heights and Wooded Hills. Also, reconstructed this year was Plainview Road and bridge, which has a preliminary completion date of October 14th and a final completion date of October 28th. Next year's construction season will be another historic road construction season with undertaking the other half of the road projects from the \$8 million Roadway Improvement Plan, projects include; Spring Hill Subdivision, Circle Crest Subdivision, Colgate Road, Crooked Bridge Subdivision, Duplainville Road, Hickory Road, North Lisbon Road, Rolling Hills Subdivision, Oakwood Road, and Lynndale East and West Subdivisions. A Public Information Meeting (PIM) to review the project with residents will be held months in advance of construction. A meeting has not yet been scheduled but we anticipate that a PIM will be held during the winter months, possibly in February. Look for a postcard in the mail and a notice on our website.

Another significant notable is the addition of a third shift officer. At a Town Board meeting held on August 22nd, the Board discussed the possibility of placing an advisory question on the November 8th Presidential Election ballot. It was ultimately determined by the Board to include the third shift patrol officer as an addition to the budget, due in-large part to the number of calls for service supporting a third shift coverage. You have the opportunity to weigh in with your opinion on third shift coverage at the Annual Budget Hearing scheduled for November 16th. Supporting law enforcement is critical during times like these when so much focus has been placed on law enforcement. It's a thankless job and the men and woman of law enforcement dedicate their lives to ensure the safety of our community!

As always, if you have any questions, please do not hesitate to call Town Hall at 246-6100. We will be happy to address your concerns!

Matthew Janecke
Town Administrator/Clerk

From the desk of the Building Inspector

All types of construction in the Town of Lisbon require a permit. This includes, but is not limited to, additions, remodeling, sheds, decks, and pools. Along with the application, I will need 3 copies of your plans. I will also need 3 copies of your property survey with the improvement shown on the survey, if your improvement is outside the home.

Applications can be found on our Town's website under the "other information" tab, or contact me, and I will get one to you. If you have a private on-site septic system, and your improvement is outside the foot print of your home, you will also need to contact Waukesha County Health Department for a preliminary site evaluation. They can be reached at 262-896-8300.

Permitting is also required for a service upgrade or replacement, window and roof replacement, water heater, furnace and air conditioner replacement. In an emergency situation, a licensed contractor should do the work, and then obtain your permit as soon as practical.

You can mail your information, or you can drop the information off in the drop box by my front door. Although, processing may be less, allow at least one week for the issuance of your permit. When you receive your permit, you will be given a list of required inspections and when to call. It is important that you read this over and call for all your inspections, including the final. If you are disturbing land, your erosion control measures must be in place prior to starting any earth altering activity. Depending on the amount of your land disturbance, you may also need a minor or major grading permit. Call for details, and information before you start.

If you have any questions, or are unsure if you need a permit, please call, Monday through Friday 8:30 A.M to 4:30 P.M. Office hours are by appointment. Have a safe and enjoyable project.

Premier Building Inspections LLC
W251N8924 Crestwood Dr.
Lisbon, WI 53089
Office: 262-844-1594
Fax: 262-372-4810
Email: Lisbon-inspector@outlook.com

From the desk of the Lisbon Fire Department Auxiliary


The Lisbon Fire Department Auxiliary will be holding a Pancake Breakfast on Sunday October 23 from 8 A.M. until noon. Breakfast will include pancakes, sausage, eggs, and assorted beverages.

There is no Packer game that day, so there is no reason to miss this event!!

The LFDA Annual Lovelights Tree Lighting Ceremony will be held on Friday December 2nd at 7 P.M. Anyone interested may "purchase" a light for the tree to honor or remember loved ones during the holiday season. These individuals will be celebrated during the ceremony. After the tree is lit, refreshments will be served in the Community Room. Suggested donation is \$5 per light.

Both events will be held at the Lisbon Fire Department, Richmond Station, N54 W26455 Lisbon Road.

The Lisbon Fire Department Auxiliary is open to anyone interested in supporting the Lisbon Fire Department and the surrounding community.

Our meetings are held on the 3rd Thursday of the month at the Lisbon Fire Department, Richmond Station, at 7:30 P.M.

For further information regarding these events or other auxiliary happenings, please contact Ann Marie Mason at 262-370-8849 or ammom22@yahoo.com Thank you for your support!

From the Desk of Town Treasurer Nicole Theys

TAX SNIPPETS FOR THE UPCOMING TAX SEASON



YOUR TAX BILL WILL BE MAILED OUT BY MID-DECEMBER.

The Town has five options for payment of your 2016 property tax:

- * Pay in person at the Town Hall – Monday - Friday 8:30 A.M. ‘til 4:00 P.M
- * Mail the payment in the envelope provided (postmark is the payment date)
- * Leave it in the drop box located in front of the Town Hall (No cash payments in the drop box please)
- * Pay in person at numerous Waukesha State Bank locations
- * Pay online at www.townoflisbonwi.com with your debit card, credit card or an e-check (Processing fees do apply)

Either the full amount or the first installment is due to the Town by January 31, 2017. If you are paying only the first installment, Waukesha County will collect the second installment.

Please visit the Waukesha County Tax website <http://tax.waukeshacounty.gov/> to print a receipt or to check if your tax bill has been paid.

From the desk of the Assessor

Michael L. Grotta is the Assessor for the Town of Lisbon. The Assessor is responsible for discovering, listing, and valuing all real and personal property. He also inspects and values all of the building permits taken out for such things as new homes, additions, garages, remodeling, decks and other improvement projects.

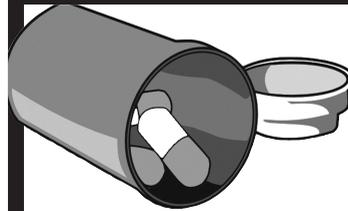
The Assessor and his assistant, Judy Hassmann will accumulate building permits and land divisions to review and inspect for the 2017 assessment year. Inspections will begin in November 2016 and will continue until complete. Personal Property notices will be mailed to all business owners the first week of January 2017.

All of the Town of Lisbon property files are kept at the office of Grotta Appraisals located at N88 W16573 Main St. in Menomonee Falls. If you have any questions regarding your property assessment or personal property feel free to contact his office at (262) 253-1142. Mr. Grotta can also be reached via email at mike@wi.assessor.com.

CABLE REMINDER

Channel 14 is the public access station for the Town of Lisbon.

Please watch for Board meetings along with important government and community announcements.



**UNUSED
MEDICATION
RECYCLING**

DRUG DROP BOX LOCATIONS:

Sussex

Sussex Public Safety Building
N63W24335 Main Street
Sussex, WI 53089
262-246-5237
Monday - Friday
8 A.M. - 5 P.M.

Hartland

City of Hartland Police Dept.
210 Cottonwood Avenue
Hartland, WI 53029
262-367-2323
Open 24/7

Pewaukee

City of Pewaukee Municipal Court Bldg.
W240N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-0921
Open 24/7

Village of Pewaukee Police Dept.
235 Hickory Street
Pewaukee, WI 53072
262-691-5678
Open 24/7



**CHRISTMAS TREE
PICK UP**

Christmas trees will be picked up beginning January 2, 2017 and continue the whole month of January. Please place your discarded, unwrapped tree at the road side for pickup.

If you feel that your tree was overlooked, you may email jdestefano@townoflisbonwi.com and give him the address of where the tree is located.

TOWN OF LISBON PHONE NUMBERS

Town Hall - 262-246-6100

Office Hours: Monday-Friday 8:30 a.m. – 4:30 p.m.

- Matt Janecke, Clerk/Administrator– Ext. 104
- Gina Gresch Deputy Clerk/Plan Commission – Ext. 103
- Kelley Sharon, Deputy Clerk/Deputy Treasurer – Ext. 106
- Nicole Theys, Treasurer – Ext. 105
- Kris Porter, Deputy Clerk – Ext. 100
- Joe DeStefano, Interim Director of Public Works – 246-3416
- John Greiten, Parks Director - 246-7266
- Doug Brahm, Fire Chief – 538-3902

DIAL 911 FOR EMERGENCIES

FOR NON-EMERGENCIES

Waukesha County Sheriff - (262)446-5070

TOWN BOARD MEMBERS

Chairman	Joe Osterman	(414)213-6281
Supervisor #1	Ryan Lippert	(262)720-7053
Supervisor #2	Hannah Heinritz	(414)339-0246
Supervisor #3	Linda Beal	(262)261-8125
Supervisor #4	Rebecca Plotecher	(262)246-3757



MONTHLY MEETING DATES

TOWN BOARD	2nd & 4th MONDAY	6:30 P.M.
PLAN COMMISSION	1st THURSDAY	6:30 P.M.
PARK COMMITTEE	3rd MONDAY	6:30 P.M.
SANITARY DISTRICT #1	2nd WEDNESDAY	7:30 P.M.

BUDGET HEARING

November 16, 2016

7:00 P.M.

Richard Jung Memorial Fire Station

N54W26455 Lisbon Rd.

Pewaukee, WI

2016-2017 HOLIDAY OFFICE CLOSINGS

The Lisbon Town Hall will be closed for the following holidays:

- Thanksgiving - November 24th & 25th
- Christmas - December 23th & 26th
- New Years - December 30st & January 2nd

MAILBOX MAINTENANCE



The Town of Lisbon snowplow drivers do their best to prevent damage to private property while plowing, but occasionally snow pushed around structurally unsound mailboxes can damage them.

Please inspect your mailbox before the first snowfall and replace rusty, rotten or flimsy mailbox posts.

The Town policy is to replace only mailboxes and posts directly hit by the plow, not boxes or posts pushed by the weight of the snow or damaged by your mail carrier, newspaper carrier or another vehicle striking them. Also, if snow or slush from the plow blades happen to knock the box off its post, we will not be reinstalling the box to the post.

Remember, you are responsible for keeping your box free of snow for mail delivery.

FOR THE SAFETY OF ALL RESIDENTS, PLEASE COMPLY WITH THE FOLLOWING SECTION OF THE TOWN OF LISBON CODE.

3.04 DEBRIS AND SNOW IN THE STREET.

- (a) No person shall litter or deposit any foreign matter on any street, highway, sidewalk, park or public place unless permitted to do so by the DPW Director or the Town Board.
- (b) Prohibited. It shall be unlawful for any person to plow, shovel or otherwise deposit or place snow on or across the maintained portion of any public road within the Town, or permit such depositing of snow from property occupied by him or her. The “maintained portion” is defined as the pavement and shoulder of the road right of way. Violations of this section may be enforced against either the owner or occupant of the property from which the snow was removed.
- (c) Subsection (b) above shall not apply to Public Works Department crews when performing snow removal functions.