



**TOWN OF LISBON
MEETING MINUTES
TOWN BOARD**

*Town Chairperson: Joseph Osterman, Chair
Supervisors: Tedia Gamiño, Marc Moonen, Linda Beal, Rebecca Plotecher*

Monday, September 28, 2020

6:30 PM
Or following the joint meeting with
Village of Merton

Town Hall, Board Room
W234N8676 Woodside Rd.

**Draft
Regular Meeting**

Chairman Osterman called the regular Town Board meeting to order at 8:05 p.m.

Roll Call: Present: Chairman Osterman, Supervisors Gamiño (via Zoom), Moonen (via Zoom), Beal, and Plotecher. Also present were Administrator Kathy Nickolaus, Fire Chief Doug Brahm, Public Works Director Joe DeStefano (via Zoom), Town Engineer Mitch Leisses (via Zoom), and Clerk Elisa Cappozzo to record the minutes.

Citizen Comment: None.

Administrator Report

Administrator Nickolaus reported that staff has completed the April through August accounts receivable billings, as well as the March and April cash reconciliations, and they are quickly catching up on the backlog.

Supervisor Reports

No updates at this time, no action taken.

Minutes - September 14, 2020 Town Board

Motion by Beal, seconded by Plotecher, to approve the minutes of the September 14, 2020 Regular Town Board meeting as presented. Motion carried.

Upcoming Town Boards, Commissions, and Committee Meetings

- A. Plan Commission: Thursday, October 8, 2020 – 6:30 PM
- B. Town Board: Monday, October 12, 2020 – 6:30 PM
- C. Park Committee: Monday, October 19, 2020 – 6:30 PM
- D. Sanitary Sewer District #1 Commission: Wednesday, October 21, 2020 – 6:30 PM

New Business

- A. Request for approval of amendment to Barnwood Development Agreement
Motion by Plotecher, seconded by Beal, to approve an amendment to the Barnwood Development Agreement, subject to correction of typo. Motion carried unanimously.
- B. Request for elimination of Letter of Credit (LOC) for LG/PF Twin Pines LLC
Motion by Beal, seconded by Plotecher, to approve elimination of the Letter of Credit for LG/PF Twin Pines LLC. Motion carried unanimously.

- C. Request for approval of laptops for Town Board, Plan Commission, and Staff
Motion by Beal, seconded by Plotecher, to approve purchase of laptops for Town Board, Plan Commission, and administrative staff, in an amount not to exceed \$19,253.99, with additional authorization to update Town Hall's internet infrastructure as needed to support the new technology. Motion carried unanimously.

- D. Request for approval of upgrade of AV system at Town Hall
Motion by Beal, seconded by Gamiño, to approve Town Hall audio-visual upgrades for an amount not to exceed \$8,488.48, with additional authorization for purchase of a 5-year maintenance plan. Motion carried unanimously.

- E. Request for approval of new AV system at the Community Room
Motion by Beal, seconded by Plotecher, to approve Community Room audio-visual upgrades for an amount not to exceed \$29,796.42, with additional authorization for purchase of a 5-year maintenance plan. Motion carried unanimously.

- F. Approval of Vouchers Payable
Motion by Plotecher, seconded by Beal, to approve the Vouchers Payable report dated September 24, 2020 in the amount of \$138,209.50. Motion carried unanimously.

Closed Session (8:51p.m.)

Motion by Beal, seconded by Plotecher, to adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(c) related to consideration of compensation of Deputy Clerk-Treasurer. A roll call vote was taken, and the motion carried unanimously.

Open Session (8:58p.m.)

Motion by Gamiño, seconded by Beal, to adjourn into Open Session pursuant to Wis. Stats. §19.85(2) for possible action on the Closed Session discussion, and to adjourn the meeting. Motion carried unanimously.

Motion by Plotecher, seconded by Gamiño, to increase Deputy Clerk-Treasurer's hourly rate to \$24 retroactive to May 2020 to reflect added duties and responsibilities. Motion carried unanimously.

Adjournment

Motion by Gamiño, seconded by Beal, to adjourn the meeting at 8:59 p.m. Motion carried.

Respectfully Submitted,

Elisa M. Cappozzo
Municipal Clerk